The regular meeting of the Charlestown Township Board of Trustees was called to order at 5:30 pm by Mr. Tim Patrick on Monday, August 10, 2020 with the Pledge of Allegiance.

Trustees – Chairman Tim Patrick, Vice-Chair Bruce Lange, Adam Eskridge present; Fiscal Officer - Susan Forgacs present.

Mr. Patrick moved to approve the minutes from the July 27, 2020 regular meeting. Mr. Lange seconded the motion. All votes were yes, motion carried.

Mr. Lange reported swearing in Adam Eskridge privately.

Mr. Patrick moved to approve the minutes from the July 29, 2020 special meeting. Mr. Lange seconded the motion. All votes were yes, motion carried.

Mr. Patrick moved to approve the financial report. Mr. Lange seconded the motion. All votes were yes, motion carried. Fiscal Officer, Ms. Forgacs, reviewed the specific details in the documents. Reported total balance, including investments, is $1,102,376.75

**REPORTS**

Zoning

Mr. Richard Grund (Zoning Inspector, Road, Cemetery, Park Supervisor) approved a building permit for a garage at 7178 Newton Falls Road.

Mr. Grund reported that he is taking half the day off for medical reasons on 8/17/2020.

Roads

Mr. Patrick spoke with Bill at Coia’s. The mower was taken there in November for some repairs; it should be ready next week. Told Mr. Grund to let him know if future repairs are not completed in a timely basis.

Mr. Patrick reported spraying of guardrails on Knapp road has been completed for the second time. He recommends this spraying become an annual job. He instructed Mr. Grund to clear out the brush from behind the guardrails.

Mr. Don Hanna asked about street lights on S. Knapp that were not working; Mr. Grund stated these lights are not Charlestown’s.

Cemetery

Mr. Grund reported needing 2 yards of concrete for headstone footers.

Park

No report

Fire Department

Mr. Randy Porter (Fire Department Chief) reported the Fire Department is at 129 calls, down 14 from last year. Requests using the $500 OTARMA money for safety vests and collapsible traffic cones.

Mr. Patrick moved to spend $500 for safety vests and cones. Mr. Lange seconded the motion. All votes were yes, motion carried.

Mr. Patrick reported receiving over $36,000 for CARES Act money. Instructed Chief Porter to look at purchases that are allowable.

Trustees

Trustee Mr. Eskridge reports he will be working on the township website

Trustee Mr. Bruce Lange reports giving Dan from Land Bank all the paperwork for the Heckert property; Dan will contact Tim Champion, owner of 6278 Greenleaf road property.

Spoke with Mike Kimble in regarding for new garage door on the road garage building; he will contact a guy to get a quote.

Mr. Lange moved to pay Lumberjack $650 for tree removal at Knapp and Route 5. Mr. Patrick seconded. All votes were yes; motion carried.

Will ask Andy Whitmore (Lumberjack) to look at the Juniper tree in the cemetery and give recommendations.

Trustee Mr. Patrick reported the court case against Route 5 Sand and Gravel is complete; found subject property has no valid non-conforming use on it and property is zoned R-1. The state still has a case against company for not reclaiming.

Received a quote from Hummel Construction to make lot and hall accessible per the Board of Election’s compliance report; waiting on a second quote.

Melway should begin paving in September.

Mr. Patrick moved to submit pre-application for Public Works money to work on S. Knapp Road. Mr. Lange seconded the motion. All votes were yes, motion carried. Mr. Patrick requested quote from County Engineer, Mike Marozzi for the application. This is a 50/50 grant.

Mr. Lange asked what First Energy is doing on Knapp. Mr. Patrick states they are adding 2” concrete berm from Route 5 to the red marker on S. Knapp (where culvert was recently replaced). Still not grinding the berms like we would like; will talk to county to assure the project is done right.

Fiscal Officer

Ms. Forgacs reported receiving the Official Certificate of Estimated Resources from the county auditor’s office. Estimated resources for 2021 – General Fund $148,019.00; Fire Fund $254,894.00; Private Purpose Trust Funds $4948.00 for total of $407,861.00.

Mr. Patrick moved to accept the Official Certificate of Estimated Resources. Mr. Lange seconded the motion. All votes were yes, motion carried.

Working on the Agreed Upon Procedure audit with the State Auditor’s Office; Public Records policy is posted on the bulletin board outside meeting room.

Mr. Patrick moved to pay bills. Mr. Lange seconded. All votes were yes, motion carried.

Mr. Patrick moved to adjourn. Mr. Lange seconded. All votes were yes, motion carried. The meeting adjourned at 6:04 pm.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CHAIRMAN FISCAL OFFICER