

Charlestown Township


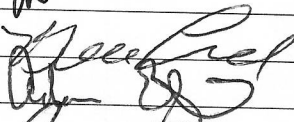
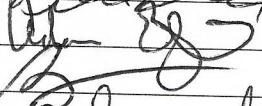
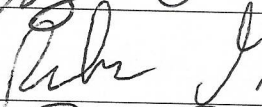
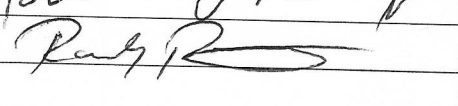
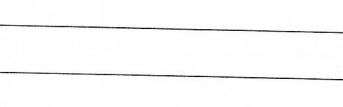
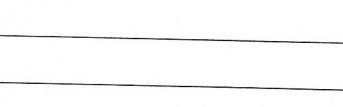
Portage County, Ohio




7352 Newton Falls Road, Ravenna, Ohio 44266 Phone: (330) 607-7824

Susan M. Forgacs, Fiscal Officer

Township Board of Trustees Meeting Sign-In

Date: ^{electron} July 24, 2023 Aug 14, 2023

Township Employees		
Name	Role/Department	Signature
Tim Patrick	Trustee	
Bruce Lange	Trustee	
Adam Eskridge	Trustee	
Susan Forgacs	Fiscal Officer	
Rick Grund	Road, Cemetery, Park, Zoning	
Randy Porter	Fire Chief	
Wayne Scott	Asst. Fire Chief	

Guests		
Name	Address	Signature
	6547 st Rt 5 Ravenna OH	
Gary Hunsicker	7754 Newton Falls	

[illegible]

Name

Address

Signature

The Regular Business meeting of the Charlestown Township Board of Trustees was called to order with the Pledge of Allegiance at 5:30 pm by Mr. Tim Patrick on Monday, August 14, 2023.

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

Mr. Patrick made a motion to approve the minutes from July 24, 2023; it was seconded by Mr. Lange and passed.

Mr. Patrick made a motion to approve the financial reports; it was seconded by Mr. Lange and passed.

GUESTS

Mr. Dan Carter present to suggest adding swings to the township park. Offered suggestions to host craft show at the park; charge vendors to participate and use profits to fund park improvements. The trustees stated they need to check with the township's insurance company regarding liability concerns.

REPORTS

Zoning

Mr. Rick Grund reports investigating a complaint on Hanna road regarding the burning of chicken manure; advised the resident to check with EPA regarding the rules.

Reports sending registered letters to four residents regarding zoning violations; only 3 were accepted. None of the residents has followed-up with Mr. Grund. Contacted Mr. Brett Bencze about next steps.

#14-23 Mr. Patrick made a motion to accept the Emergency Resolution Authorizing the Portage County Prosecutor to Proceed with Zoning Violations; it was seconded by Mr. Lange. Roll was called; all votes were yes; motion passed.

Roads

No report

Cemetery

No report.

Park

No report.

Fire Department

Fire Chief Randy Porter reports 182 Fire/EMS calls year-to-date; an increase of 41 calls compared to last year.

Asked to add Garrett Greene and Brianna Westover to the roster.

Mr. Patrick made a motion to add the two individuals to the roster; it was seconded by Mr. Lange and passed.

Fiscal Officer

Ms. Forgacs presented the Township Policy Manual; will send it to Mr. Brett Bencze to review per the trustees' request.

Received letter from Mr. Chris Meduri regarding a zoning training session in the fall; was forwarded to Ms. Amber Howe, Zoning Secretary, to send to the zoning commission and the zoning board of appeals members.

Received the Official Certificate of Amended Resources from Portage County Auditor.

Received 2023 OTARMA Annual Report and the invoice for the insurance. Trustees to keep same level of coverage as in the past.

Ms. Forgacs will be out of town for the next Board of Trustees meeting, August 28, 2023.

Trustees

Mr. Lange picked up several copies of the tax map for around the cemetery. Mr. Don Trocchio states he would be able to survey the new cemetery plots. Need to get a better idea of the number of possible plots available in the current property before considering the possible purchase of additional land. Discussion was held regarding adding an additional access road; need to check with Portage County Engineer's Office about crossing the ditch.

Mr. Joe Tenney, Jr., is interested in filling his father's position on the Zoning Board of Appeals; will need to resign from the Zoning Committee.

The Portage County Township Association Meeting is this Saturday.

Reports Mr. Eskridge will be updating the township board for the county fair display; Mr. Grund will deliver to the fair grounds.

Reports a tree leaning on McCormack road near Garrett road over the phone lines; may need to hire Lumberjack to remove. Mr. Eskridge and Mr. Patrick to also evaluate.

The Portage County Health District Board meeting is August 15; will ask for any updates regarding EPA testing well near Crest Rubber site.

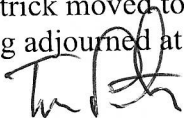
Mr. Eskridge reports the Annual Festival went well; good weather, well attended. Thanked the fire department for their participation.

Mr. Patrick has the proposed schedule for the South Knapp paving project – 8/24/23 through 9/12/23. Suggests evaluating McCormack and Garrett roads for next year's OPWC monies.

Mr. Patrick made a motion to have new yellow stripes painted on all township roads while the company is painting the new stripes on South Knapp; it was seconded by Mr. Lange and passed.

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 6:10 pm.



CHAIRMAN



FISCAL OFFICER

Fund Status

As Of 8/14/2023

UAN v2024.1

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	17.166%	\$187,531.47	\$5,467.79	\$182,063.68
2011	Motor Vehicle License Tax	1.898%	\$20,132.72	\$0.00	\$20,132.72
2021	Gasoline Tax	54.686%	\$580,023.24	\$0.00	\$580,023.24
2031	Road and Bridge	0.037%	\$388.14	\$0.00	\$388.14
2041	Cemetery	4.728%	\$50,150.40	\$0.00	\$50,150.40
2191	Fire	8.642%	\$91,659.82	\$0.00	\$91,659.82
2231	Permissive Motor Vehicle License Tax	7.202%	\$76,381.97	\$0.00	\$76,381.97
2272	Coronavirus Relief Fund	0.000%	\$0.00	\$0.00	\$0.00
2273	American Recovery Act Fund	4.290%	\$45,505.12	\$0.00	\$45,505.12
4402	Public Works Commission Projects	0.365%	\$3,868.04	\$0.00	\$3,868.04
4901	Miscellaneous Capital Projects/Grants	0.000%	\$0.00	\$0.00	\$0.00
9751	Private - Purpose Trust	0.986%	\$20,957.24	\$10,500.00	\$10,457.24
All Funds Total			\$1,076,598.16	\$15,967.79	\$1,060,630.37
Pooled Investments					\$385,752.80
Secondary Checking Accounts					\$0.00
Available Primary Checking Balance					\$674,877.57

Last reconciled to bank: 07/31/2023 – Total other adjusting factors: \$0.00

BOARD OF TRUSTEES
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO

Resolution # 14-23

**EMERGENCY RESOLUTION AUTHORIZING THE PORTAGE COUNTY
PROSECUTOR TO PROCEED WITH ZONING VIOLATIONS**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a Regular meeting on August 14, 2023 at the Charlestown Town hall with the following Members present:

Mr. Tim Patrick, Chairman
Mr. Bruce Lange, Vice-Chair
Mr. Adam Eskridge, Trustee

Mr. Patrick moved for the adoption of the following Resolution:

WHEREAS, the Township has approved Zoning regulations; and

WHEREAS, the Zoning inspector has not received any communications from the specific non-compliant residents after numerous attempts;

NOW THEREFORE, it is hereby **RESOLVED** by the Board the Township to request the Portage County Prosecutor's Office to pursue these complaints with the township Zoning inspector.

BE IT FURTHER RESOVLED: That this Resolution is hereby declared to be and is passed as an emergency measure, the emergency being the need to continually provide for the fair and prudent administration of Township affairs. Said Resolution is necessary for the immediate preservation of the public, peace health, safety and welfare of the residents of Charlestown Township

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees that resulted in such formal action were in a meeting open to the public, in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.

Mr. Lange seconded the motion, and the roll was called on the question of its adoption.

The vote was as follows;

Tim Patrick: Yea
Bruce Lange: Yea
Adam Eskridge: Yea

Adopted: August 14, 2023

Attest:



Township Fiscal Officer

