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 24, 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 August 10, 2020 regular meeting. Mr. Lange seconded the motion. All votes were yes, motion carried.

**REPORTS**

Zoning

Mr. Richard Grund (Zoning Inspector, Road, Cemetery, Park Supervisor) approved a building permit for a garage at 7178 Newton Falls Road for last meeting; resident has changed it to an agricultural permit.

Roads

Mr. Grund reported the weight limit for Esworthy road bridge has been decreased to 5 tons. Someone cut the Garrett road signs off; two replacements have been ordered. Discussion regarding the county’s progress in paving Newton Falls Road.

Cemetery

No report.

Park

No report.

Fire Department

Mr. Randy Porter (Fire Department Chief) reported the Fire Department is at 137 calls, down 14 from last year. The City of Streetsboro will be donating up to 8 portable radios; will need to be reprogrammed. Two prospective members have shown interest in joining the department

Trustees

Trustee Mr. Eskridge reports checking into possible grants for the township. He will check about getting the NOPEC community grant for 2021 festival. Spoke with Don Jones about assuming responsibilities for the township website; will be posting township events, information, park and cemetery rules, fees, minutes, etc.

Trustee Mr. Bruce Lange reports Lumberjack checked the shrub/Juniper tree in the cemetery. A quote was submitted to prune shrub/Juniper tree and ground 10 tree stumps.

Mr. Patrick moved to pay Lumberjack $3450 for the cemetery project. Mr. Lange seconded the motion. All votes were yes, motion carried.

Mr. Patrick instructed Mr. Grund to clean up any debris after Lumberjack is done.

Discussed the foreclosure of the Frank Jackson property with Brett Bencze, Assistant Prosecuting Attorney.

Spoke with Dan Morganti, Executive Director Land Bank; the Heckert property at 6745 Berry road is to be demolished.

#92-20 Mr. Lange moved to accept the Nuisance Abatement Agreement with the Portage County Land Bank; Mr. Eskridge seconded. The roll was called on the question of its adoption. The vote was as follows:

Mr. Tim Patrick Yes

Mr. Bruce Lange Yes

Mr. Adam Eskridge Yes

Mr. Patrick will be requesting bids to pressure wash and paint the town hall and the fire station.

Fiscal Officer

Ms. Forgacs reported all documents for the Agreed Upon Procedures audit have been submitted. Paperwork was found in Ruth’s old files that needs to be sent to the county auditor to attach a lien to the Heckert property for the cleanup. Mr. Lange reported speaking to the Land Bank about the Jackson property; it is in default as of 7/30/2020 and will go into foreclosure in 28 days; approximately $102,000 in back mortgage payments is due. At that time the auditor can be notified to place a lien there for the court costs.

Mr. Patrick asked if the township is still on Open Checkbook; it was not done in the last couple years.

Mr. Patrick moved to direct the fiscal officer to start using Open Checkbook; Mr. Lange seconded. All votes were yes, motion carried.

Ms. Forgacs asked if the four selected Fire Dependency Committee had chosen the fifth member; this has not been done yet. Mr. Patrick stated that Katie Hayes has agreed to fill the vacant seat (left when Adam Eskridge resigned) on the Zoning Board of Appeals committee.

Received fundraiser invite and a donation request for Safer Future; they will be having a purse sale.

The OTARMA insurance policy renewal has been received.

Now have online access to Key Bank account; this should save $25/month by receiving bank statement online versus by mail.

Ms. Forgacs asked about what Hummel was doing in front of the town hall. Mr. Patrick reported a second bid for the project was received from Steve Babel Construction after last meeting. The Hummel quote was approximately $4000 cheaper and he wanted to start work immediately. He contacted the other two trustees by phone who agreed to hire Hummel as the best and low bid.

Mr. Patrick moved to pay Hummel $30,920.00 to update the town hall’s accessibility issues identified by the Board of Elections; Mr. Eskridge seconded. All votes were yes, motion carried.

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 6:02 pm.

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CHAIRMAN FISCAL OFFICER