

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: 2/10/25

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	
Paul Jalbert	Asst. Fire Chief	

Guests		
Name	Address	Signature

[illegible]

The Regular Business meeting of the Charlestown Township Board of Trustees was called to order at 5:30 pm by Mr. Adam Eskridge on Monday, February 10, 2025.

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

Mr. Eskridge made a motion to accept the Regular Business Meeting minutes from January 27, 2025.

GUESTS

Mr. Dan Hazel present to ask about the surveyors working near his property on Esworthy. He asked about a possible Dollar General being built; was informed that area is designated business district in the township. Also asked about the work scheduled for the bridge. The County has it on their schedule to be replaced in the next couple years. Asked if there was any connection with bridge work and Dollar General and was told no; the bridge replacement request was submitted to the County a couple years ago.

REPORTS

Zoning

Mr. Paul Jalbert, Zoning Inspector, reports Mr. James Hostetler who had previously submitted a zoning application for a building, now believes he needs an agricultural permit. Mr. Jalbert explained the appeals process to him.

Mr. Jalbert will be meeting with an engineer tomorrow regarding the potential Dollar General at the corner of State Route 5 and Esworthy.

Roads

Mr. Patrick reports the 2 new plow cutting edges ordered from Coia's have arrived. One will be installed and the other will be a spare; will also order one more as a spare.

Will be checking the bridge and guardrail on the Esworthy bridge tomorrow.

Cemetery

Ms. Forgacs reports Ms. Kerri Fotheringham, the new Cemetery Sexton, met shortly with Mr. Grund. She still had lots of questions; so she and Ms. Forgacs met to review all the records. Mr. Bruce Lange was contacted in regards to a couple questions – where is the key for the cemetery shed? (there is no key at this time; Mr. Lange to work on). Mr. Grund informed Ms.

Fotheringham that she would need a metal detector. The township had purchased one last year, so Mr. Lange will ask him about. Ms. Forgacs and Ms. Fotheringham will be working together to get all the records up-to-date.

She will be calling to local funeral homes to introduce herself.

Park

Mr. Jalbert reports the lanyard on the park's flag pole is broken and needs to be replaced. He will work with Mr. Patrick on this.

Fire Department

Assistant Fire Paul Jalbert reports 19 Fire/EMS calls year-to-date; down 9 calls compared to last year.

Fiscal Officer

Ms. Forgacs will be receiving a new laptop and printer from UAN. The old laptop and printer can be used for township business; recommend giving the laptop to Ms. Fotheringham. It has a UAN Cemetery program that we have never used.

Received new VISA card for Mr. Kreg Hudson; Mr. Patrick to deliver.

Will be completing the annual EPA vehicle emissions report.

The 2.5 mill Fire Levy is due to be renewed this fall.

The annual financial reports are complete; with the info sent to Open Checkbook.

The Activity Committee has a Facebook page that Ms. Forgacs and Ms. Katie Pahls manage; have changed the name from Charlestown Facebook Committee to Charlestown Township; we can post any township news there.

Trustees

Mr. Lange attended the Annual OTARMA conference; attended several good session; shared zoning info with Mr. Jalbert.

County Township Association meeting is this Saturday.

Gave Mr. Hudson a key to the townhall; he had received no keys from Mr. Grund. Mr. Hudson will be helping Ms. Taylor with brining in the water softener salt to the basement.

Need to set a price for the new cremation lots in the cemetery; unsure how many cremains can be placed in each lot. Ms. Forgacs has requested the price list from the Rootstown Township Cemetery Sexton for comparison; she will also contact Mr. Don Trocchio, who surveyed the new cremation plot area in the cemetery.

Mr. Lange reported an issue with the p-trap in the townhall urinal; he will try to fix.

Need to plan annual township clean-up day. Historically has been the first weekend in May; who are we using for the dumpsters?

Emailed Mr. Chris Meduri, Portage County Prosecutor's Office, regarding the NOPEC resolution status. Wants to meet with the new prosecutor, Ms. Connie Lewandowski, after she gets settled.

The zero-turn mower has received preventative maintenance.

There is a shortage of road salt; we are okay at this time.

Backhoe needs a new cutting edge.


Mr. Eskridge received notice from NOPEC about the community grant; Ms. Forgacs did not apply since the township wants to opt out of NOPEC. Mr. Patrick said to apply for the money for the Activity Committee.

The Activity Committee met to discuss Memorial Day events – Mr. Patrick to invite the sheriff's office; Mr. Lange to contact color guard and emcee the presentation.

Will update the webpage Open Checkbook link; also will update the new employees and add most recent minutes once the fiscal officer has scanned them.

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

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


CHAIRMAN


FISCAL OFFICER

