


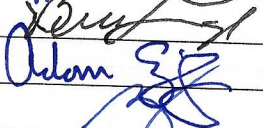
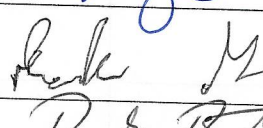
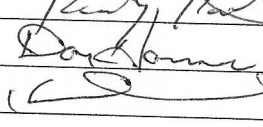
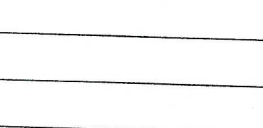
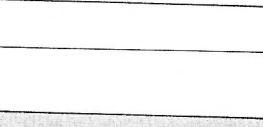
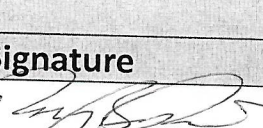
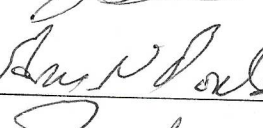
# Charlestown Township

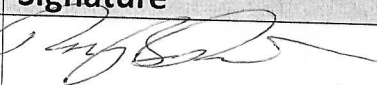
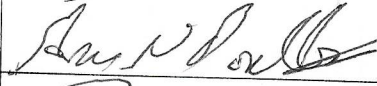

## Portage County, Ohio

7352 Newton Falls Road, Ravenna, Ohio 44266 Phone: (330) 607-7824  
Susan M. Forgacs, Fiscal Officer

### Township Board of Trustees Meeting Sign-In

Date: Sept. 13, 2021

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	
Don Hanna	Asst. Fire Chief	
Dan Peterson	Captain	

Guests		
Name	Address	Signature
Peggy Pottlethum	5944 Newton Falls Rd	
Greg Pottlethum	Ravenna Ohio	
Paul Jacobs	Hanna Rd	

The regular meeting of the Charlestown Township Board of Trustees was called to order at 5:30 pm by Mr. Lange on Monday, September 13, 2021 with the Pledge of Allegiance.

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

Mr. Lange moved to approve the minutes from the regular meeting on August 23, 2021. Mr. Patrick seconded the motion. All votes were yes, motion carried.

Mr. Lange moved to approve the minutes from the financial reports. Mr. Patrick seconded the motion. All votes were yes, motion carried.

## **REPORTS**

### Zoning

Mr. Rick Grund reported issuing building permit to Goldie Harless for a residence on Newton Falls Road.

### Roads

No report.

### Cemetery

Funeral this week.

### Park

Mr. Grund reported the playground mulch has been received and installed.

### Fire Department

Fire Chief Randy Porter reports 185 Fire/EMS calls for the year; up 30 calls from last year. Fire prevention week is October 3 – 9, 2021; the department may host an open house. Reported the current state fire reporting software not working well; will research other options.

### Guests

Mr. and Mrs. Postelwaithe present to ask status with racetrack. Mr. Lange still working with prosecutor on this matter.

Mr. Patrick made a motion to hire Marlena Lewis; it was seconded by Mr. Lange. All votes were yes, motion carried.

### Trustees

Mr. Patrick has completed arrangements for selling the pickup truck at the Edinburg Auction. Mr. Lange asked the Fiscal Officer to place legal ad in the Record-Courier per the prosecutor's recommendations.

Reported attending the first county Vision Planning session. He heard at this meeting that the Brimfield fire chief had received grant money with the help of a grant writer. Asked Chief Porter to research possible grants.

Mr. Eskridge reported placing the county Vision survey on the township website.  
The Historical Society is hosting a presentation "Spirit of Charlestown" on October 24 in the town hall. PowerPoint presentation will be placed on the website.  
Still working on OTARMA Cyber Security evaluation.

Mr. Lange reported the county commissioners have agreed to renew the NOPEC contract.  
Lori Calcei, Jill Fankhauser, and Judge Smith will be hosting an estate planning seminar at the township; details to follow.

Jimmy Luketic will be submitting quotes for concrete pads at the park for bleachers, benches, tables. Will also be submitting quote to repair culvert on Garrett road to stop future erosion.  
Great Lake fence quote pending.

Lumberjack will be at the park on September 22 to remove dead trees; will ask about grinding those stumps and several locust tree stumps in the park.

#### Fiscal Officer

Ms. Forgacs reported the American Recovery Act grant application has been submitted.  
Received notice from the Portage County Health Department that the town hall septic has passed inspection.

Received the proposed 2022 local government fund estimates from the county auditor;  
Charlestown to receive \$33,118.

Reported updating the OTARMA documents for covered items; asked if the trustees wanted to increase the liability coverage; decided to leave coverage the same.

Reported submitting requested information to the State Auditor's Office for audits.

Reported researching the process for reissuing a \$500 bond that was due to be cashed in 2018; this bond is for perpetual care at the cemetery.

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

Mr. Lange moved to adjourn. Mr. Eskridge seconded. All votes were yes, motion carried. The meeting adjourned at 5:55 pm.

  
CHAIRMAN

  
FISCAL OFFICER