The Regular Business meeting of the Charlestown Township Board of Trustees was called to order at 17:30 pm by Mr. Bruce Lange on Monday, September 14, 2026.

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

Mr. Lange made a motion to approve the minutes from the regular meeting on August 24, 2026; it was seconded by Ms. Pahls and passed.

REPORTS

Zoning

Mr. Paul Jalbert has received two applications for the zoning appeals board – Mr. Hostetler on Rock Spring Road and Mr. Hall on Newton Falls Road. Meeting to be scheduled.
Received anonymous complaint regarding barn construction on Newton Falls road without posted county permit; after investigation discovered it met county agricultural permit exemption; no township zoning violation.
Contacted by Mr. Neu, 6397 Knapp Road, in regards to having using a house at 6451 Newton Falls road as an Airbnb; was advised by county prosecutor to deny to being R1 zoning.
Working on maps for zoning and business districts; waiting on estimate to print new maps. Old maps to be given to township historical society.

Roads

Guest Mr. Gary Hunsicker asked who painted the crooked lines on Newton Falls Road; it was the county.
Mr. Lange states Esworthy road bridge repair to start tomorrow; should be less than 90 days to complete.
Melway to chip and seal Middle Knapp this month.

Cemetery

Ms. Fotheringham will be attending an OTA cemetery management class this Wednesday. Mr. Lange made a motion to pay the $30 registration fee; it was seconded by Ms. Pahls and passed.
Is researching green burials; pros and cons because she received a request from a resident.
Asked about cemetery maps on the website; Ms. Forgacs and Ms. Fotheringham are working on updating records.

Park

No report.

Fire Department

Assistant Fire Chief Paul Jalbert reports 183 Fire / EMS calls this year; up 13 calls compared to last year.

Fiscal Officer

Ms. Forgacs shared report on the costs of mowing cemetery the past couple of years vs. the quote to hire a contractor.
Received letter from Ms. Connie Lewandowski, County Prosecutor, who identified the concerns of limited response and feedback from the office for township issues; advised us to CC her and Mr. Chris Meduri on all correspondence.

OTARMA application has been updated with current information and will receive a new quote soon. The requested documents have been sent to Ohio Plan for a quote from them.
Chief Porter and Ms. Forgacs still working on the drone contract with the Portage Water Rescue team with input from Ms. Kim Arnold, OTARMA Risk Consultant as recommended by Mr. Leitch, OTARMA Client Advisor.
Has contacted Mr. Aaron Willis, OTARMA IT Risk Consultant for assistance with HB 96.
Received election notice from Portage County Elections board for November.

Trustees
Mr. Eskridge asked about getting new fluorescent vests/shirts for road crew. Mr. Lange did drop off a new one at the garage. Ms. Forgacs will order some new vests.
NOPEC filed a complaint with PUCO regarding the township switching providers; Mr. James Armstrong has reviewed and states complaint has no merits and is frivolous. Has filed a legal brief and is working with Mr. Bellish. Dynegy rate is 10.2 for 20 months; NOPEC is 10.3.
Asked the activity committee for suggestions for a grant from the Parks department; will complete application by 10/1 deadline.

Ms. Pahls reports the new beta website should be ready in October. Can get emails with Microsoft 365 for $60; working to confirm.

Mr. Lange reports the flag at the park has been replaced; need to order new flags for park and townhall.
Luketic Construction to assess townhall steps tomorrow.
District Health Board Advisory meeting on 10/13 at 2 pm to fill a vacant position.
Will be out of town 9/19 through 10/5

Next regular meeting on September 28 as needed to review insurance quotes.

Mr. Lange moved to pay bills. Ms. Pahls 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 6:15 pm.

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CHAIRMAN FISCAL OFFICER