The regular meeting of the Charlestown Township Board of Trustees was called to order at 5:30 pm by Mr. Tim Patrick on Monday, September 14, 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 24, 2020 regular meeting. Mr. Lange seconded the motion. All votes were yes, motion carried.

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

Guest – Mr. Bruce Zuchowski, candidate for Portage County Sheriff, made a campaign presentation.

**REPORTS**

Zoning

Mr. Richard Grund (Zoning Inspector, Road, Cemetery, Park Supervisor) received a phone call from a female resident on Brave Chief Road complaining about the neighbor’s loud music.

Received a phone call from a Hanna Road resident asking about zoning rules for building a house near an oil well battery.

Roads

Mr. Grund reported receiving several calls regarding the county’s progress in paving Newton Falls Road.

Reported that the “Bump” sign was missing from Hanna Road.

Stated the need to replace two rear tires on the ATV.

Mr. Patrick moved to spend up to $200 per tire after discussing details with Jim from Coia and going with the best price. Mr. Lange seconded the motion. All votes were yes, motion carried.

Mr. Patrick directed Mr. Grund to survey all of the township road signs, to check with the county to see which ones need to be replaced and request quote.

Mr. Lange asked who is responsible for repainting the streets after the chip and seal completed; Mr. Patrick believes this is part of the contract. The township paid for a survey a couple years ago regarding the striping of the township roads and this record is at the county.

Mr. Patrick, Mr. Eskridge and Mr. Grund filled in pot holes on Hanna and Garrett roads with cold patch in preparation for chip and seal project.

Discussion held regarding bridge load limit change by the county on Newton Falls Road at Hinckley creek. Fire trucks are over the weight limit.

Cemetery

No report.

Park

No report.

Fire Department

Mr. Randy Porter (Fire Department Chief) reported the Fire Department is at 156 calls, down 8 from last year.

Will be getting a price for a new jump box; safety cones and vests for next meeting.

Trustees

Trustee Mr. Eskridge reports checking into the 2020 NOPEC $500 community grant for 2021 festival.

Received a phone call regarding trash behind the house at 6726 Beery Road; resident states she will be cleaning up soon.

Received call from Ms. Janeen Webb, Newton Falls Road, regarding campers spending the night at the motocross track. Discussion was held regarding the rules and court order from approximately 1971. Track is allowed to hold races two Sundays a month; unsure if they are still having official sanctioned races. Mr. Patrick to call the owner, Mr. Jeff Allen, to inquire about campers, race schedule, presence of EMS at the races; will invite to a trustee meeting.

Trustee Mr. Bruce Lange also spoke with the female resident on Brave Chief and the noise complaint. Resident states the Portage County Sheriff’s Office didn’t do anything. Mr. Lange discussed with Sheriff Doak and the prosecutor. Informed resident she can get a lawyer to pursue the complaint. The resident stated her unhappiness with trustees, fire department, and the township as a whole.

Getting quotes for overhead door at the township garage.

Trustee Mr. Tim Patrick presented quotes from Ellet sign to replace the township sign to communicate with the community, especially regarding coronavirus updates.

#94-20 Mr. Patrick moved to accept the resolution to upgrade the township sign using CARES Act money. 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

Received email from TCF bank regarding CD, value $5439.63, is due to be renewed. Checked interest rates with TCF (0.12%), Key Bank (0.05%) and Portage Community Bank (0.55%).

Mr. Patrick made a motion to move the CD to Portage Community Bank. Mr. Eskridge seconded. All votes were yes, motion carried.

Discussion held regarding paving South Knapp using 405 cold mix. Material is superior and lasts longer, but does cost more. Have received the county quote that is eligible for us to use. Asked other trustees to check Lynn and Sandy Lake Roads in Rootstown that were paved with this mix several years ago.

#95-20 Mr. Patrick moved to accept the resolution to apply for Ohio Public Works Commission (OPWC) funding to repave South Knapp Road. Mr. Lange 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

Fiscal Officer

Ms. Forgacs presented documentation from the Portage County Budget Commission regarding the distribution of the local government funds for 2021. Charlestown will receive $27,649.31.

Reported completing the Open Checkbook request; this will be available October 7 and will have a link to place on the website. This shows finances for completed years going back to 2016.

The wording for the levy renewal on the ballot was reviewed.

Received a second payment of CARES Act money; total received so far is $55,002.86. There is a webinar this Friday regarding CARES spending.

Asked Mr. Eskridge if he received his bond yet; answered no.

Reviewed some of the final Agreed Upon Procedures questions – there were no record requests for 2018 and 2019. There is no record retention policy, only samples and drafts. Asked trustees if they had attended the public records training – Mr. Patrick-yes; Mr. Lange-no; Mr. Jim Eskridge-yes; will need certificates.

Discussion regarding approval of Hummel Construction contract in regards to the process that should be followed in the future.

#96-20 Mr. Patrick moved to make a resolution to move money within the General Fund as needed to pay Hummel Construction. Mr. Adam 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 contact Brent Bencze (Portage County Prosecutor Office) regarding need for sealed bids to paint the town hall and fire department and to see if anything else needs to be done regarding Hummel contract.

#97-20 Mr. Patrick moved to accept the resolution to accept the lowest and best bid to wash and paint the town hall and fire department. Mr. Lange 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 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 6:55 pm.

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CHAIRMAN FISCAL OFFICER