

Charlestown Township


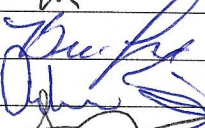


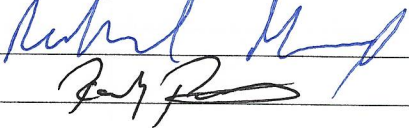

Portage County, Ohio




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. 25, 2023

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	
Wayne Scott	Asst. Fire Chief	

Guests		
Name	Address	Signature
DON HANNA	7440 NEWTON FALLS RD	
	HANNA RD	

[illegible]

Name

Address

Signature

The Regular Business meeting of the Charlestown Township Board of Trustees was called to order with the Pledge of Allegiance at 5:30 pm by Mr. Tim Patrick on Monday, September 26, 2023. 25 SEP

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

Mr. Patrick made a motion to approve the minutes from the August 28 and September 11, 2023 Regular Meetings; it was seconded by Mr. Lange and passed.

REPORTS

Zoning

Mr. Rick Grund has met with Mr. Ken Swift several times regarding his plan to building another building on the Newton Falls road property. This property was zoned commercial but reverted back to R-1 due to lack of business continuity for at least 2 years per the zoning rules. The County Building department still has the property listed as commercial in their records. Mr. Grund to correct.

Received call asking the zoning status of 6505 Newton Falls road which is residential.

Received request from resident at 6541 Newton Falls road; wants to build a pole barn; proposed site was approved.

Roads

Mr. Grund reports receiving call from Mr. Burton Jones on Middle Knapp; he wants to place some tile in the ditch. Was told he needed to place at least 12-14” pipe; plans on hiring contractor to complete.

Asked to purchase 10 street sign posts.

Mr. Patrick made a motion to purchase the street post signs; it was seconded by Mr. Lange and passed.

Cemetery

No report.

Park

No report.

Fire Department

Assistant Fire Chief Paul Jalbert reports 206 Fire/EMS calls year-to-date; an increase of 43 calls compared to last year.

Fire Chief Randy Porter confirmed the retirement recognition event for Don Hanna will be on October 9 at the Regular Board meeting with refreshments to follow at the fire station. Asked to spend up to \$600 for the recognition party.

Mr. Patrick made motion to spend up to \$600 for the retirement recognition party; it was seconded by Mr. Lange and passed.

Fiscal Officer

Ms. Forgacs received email from OTARMA regarding switching from bonds to Faithful Performance of Duty Coverage and suggested including Ms. Taylor and Chief Porter as well as the elected officials, road supervisor, cemetery sexton. Will forward email to trustees. Board of Election notified township of next General Election is November 5, 2024. Activated prepaid debit card received for the Ohio Electricity Litigation; total amount available is \$46.45; will apply to office supply purchases.

Trustees

Mr. Lange reports Representative Gail Pavliga will be present at the next meeting for the retirement recognition. She will also give updates from the state. Reports attending the zoning seminar with Mr. Grund; will distribute the informational handouts to the zoning board and zoning appeals board members. Still working on filling the 2 vacant zoning board positions.

Mr. Eskridge has been working with the computer company to recover files on the garage computer and will need to install new computer and software. He will be the contact person for this project and will use his email address. Will frequently backup information on computer and on USB; with the USB kept off site for security.

Mr. Patrick made a motion to spend up to \$3000 new computer, software, backups and labor; it was seconded by Mr. Lange and passed.

Reports the salt garage construction has begun; looking good.

Mr. Patrick reports contacting asphalt companies to pave the floor and apron of the new salt shed. Perrin Asphalt has not returned his phone calls; Todd Lamb gave a quote for \$5430 for the asphalt and will have it completed by the end of October.


Mr. Patrick made a motion to hire Todd Lamb; it was seconded by Mr. Lange and passed.

Reports meeting with the surveyor, Mr. Don Trocchio, regarding the cemetery surveying project; Mr. Trocchio will complete the survey and help to develop the layout. He will create electronic plot map.

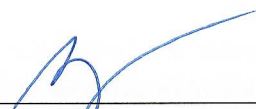
#15-23 Mr. Patrick made a motion to accept the Emergency Resolution to spend up to \$15,000 to survey the cemetery and develop future plans using the ARPA funds. It was seconded by Mr. Lange. Roll was called; all votes were yes; motion passed.

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 5:50 pm.



CHAIRMAN



FISCAL OFFICER

BOARD OF TRUSTEES
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO

Resolution # 15-23

**EMERGENCY RESOLUTION AUTHORIZING EXPENDITURES AND
DELINEATING PREVIOUS EXPENDITURES FROM THE AMERICAN RESCUE
PLAN ACT (ARPA) FUNDS**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a Regular meeting on September 26, 2023 at the Charlestown Town hall with the following Members present:

Mr. Tim Patrick, Chairman
Mr. Bruce Lange, Vice-Chair
Mr. Adam Eskridge, Trustee

Mr. Patrick moved for the adoption of the following Resolution:

Be it resolved by the Township Trustees of Charlestown Township

WHEREAS, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID-19); and

WHEREAS, Section 603(c) generally provides that:

- (1) USE OF FUNDS. Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover the costs uncured by a metropolitan city, nonentitlement unit of local government, or county by December 31, 2024-
 - (A) to respond to the public health emergency with respect to the Coronavirus Disease (COVID-19) or its negative impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
 - (B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county

- performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- (C) for the provision of government services to the extent of the reduction of revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or
- (D) to make necessary investment in water, sewer, or broadband infrastructure.

WHEREAS, the Charlestown Township Board of Trustees passed Resolution No. 11-21 stating that all funds received from the American Rescue Plan Act shall be expended only to cover the costs of the township consistent with the requirements of the American Rescue Plan Act, and any applicable regulations and guidance as well as the Program guidelines.

WHEREAS, the Charlestown Township Board of Trustees passed Resolution No. 8-22 adopting the standard allowance for revenue loss during the public health emergency in order to use Coronavirus State and Local Fiscal Recovery Fund (SLFRF) to provide government services; and

WHEREAS, some common examples of “government services” expressly recognized by the Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)
- Maintenance or pay-go funded building infrastructure
- Modernization of cybersecurity, including software, and protection of critical infrastructure

NOW THEREFORE, it is hereby RESOLVED by the Board the Township to appropriate the following use of the Funds:

- Up to \$15,000 for cemetery surveying

Mr. Lange seconded the motion, and the roll was called on the question of its adoption.

The vote was as follows;

Tim Patrick:	Yea
Bruce Lange:	Yea
Adam Eskridge:	Yea

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees

that resulted in such formal action were in a meeting open to the public, in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.

Adopted: September 26, 2023

Attest: 
Township Fiscal Officer

