

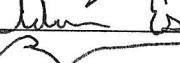
Charlestown Township

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: 8/11/2025

Township Employees		
Name	Role/Department	Signature
Tim Patrick	Trustee	
Bruce Lange	Trustee	
Adam Eskridge	Trustee	
Susan Forgacs	Fiscal Officer	
Randy Porter	Fire Chief	
Paul Jalbert	Asst. Fire Chief, Zoning	
Guests		
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. Adam Eskridge on Monday, August 11, 2025.

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

REPORTS

Zoning

Mr. Jalbert updated the Mr. Napaletano's request – the agricultural building he wants to build on Knapp would be on 2 different lots; he needs to either combine the lots or move the building site to one lot. Received zoning fees from Canton Sign for the Dollar General sign. Susan Lane zoning hearing is tonight.

Roads

Mr. Patrick presented a quote from Hummel Construction to remove the old salt shed.

Mr. Patrick made a motion to spend up to \$25,314 for demolition and repairs; it was seconded by Mr. Lange and passed.

Mr. Patrick made a motion to hire Lake Erie Construction to complete the emergency repairs to Garrett Road culvert; it was seconded by Mr. Lange and passed.

Portage County Engineer's Office will be submitting repair costs from the flash flooding to FEMA for possible reimbursement. Ms. Forgacs to gather all receipts.

Cemetery

Ms. Forgacs reports she and Ms. Fotheringham have been working on a cemetery grant. In the process discovered some reports and applications that needed to be updated with the change of the cemetery sextan.

Have had several requests recently for cemetery deeds – family members asking about who inherits the lots.

Park

No report.

Fire Department

Fire Chief Randy Porter reports 153 Fire/EMS calls year-to-date; down 11 calls compared to last year. The dispatch contract from Ravenna City for 2026-2028 received; proposed increase of 3% each year. Ready to empty stuff from the back of the building that will be removed during salt shed demo; will be requesting extra dumpster pick-ups for trash.

Update to ESO software for all fire & EMS reporting; UH pays most of the fees.

Mr. Lange made a motion to promote Lt. Clint Marsh to Captain and Firefighter Zane Thomas to Lt. per Chief's Porter recommendation effective August 1; it was seconded by Mr. Patrick and passed.

Mr. Patrick made a motion to spend up to \$1000 for uniforms, helmet shields, name tags; it was seconded by Mr Lange and passed.

Continue to work on the boat; will need to add to insurance; may be used for county water team calls; needs a title.

Have removed the flags along the roads and have a list for needed repairs for next year.

Fiscal Officer

Ms. Forgacs reports the 2026 budget has been approved by the County Budget committee.

Annual Festival was well attended. Thanked the fire department for all of their assistance. Mr. Grund's absence was noted – finding all the keys to unlock gates, electrical boxes, trailering tables & chairs, trash cans, etc.

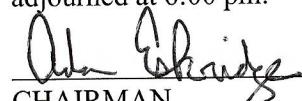
Trustees

Mr. Lange has been getting quotes to replace the townhall floors since unable to find a company to strip and wax; Hummel Construction referred a company that could strip and wax the townhall floors. Mr. Lange made a motion to spend up to \$2000 to strips and wax floors; it was seconded by Mr. Patrick and passed.

Mr. Eskridge reports EPA will be at the park tomorrow to take core soil sample. Ms. Forgacs to research the township's expense to clean up the Crest Rubber property; this will be placed as a lien on the property.

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 6:00 pm.



CHAIRMAN



FISCAL OFFICER