

# 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: 11/10/25

Township Employees		
Name	Role/Department	Signature
Tim Patrick	Trustee	✓
Bruce Lange	Trustee	<i>[Signature]</i>
Adam Eskridge	Trustee	<i>[Signature]</i>
Susan Forgacs	Fiscal Officer	<i>[Signature]</i>
Randy Porter	Fire Chief	<i>[Signature]</i>
Paul Jalbert	Asst. Fire Chief, Zoning	<i>[Signature]</i>
Guests		
Name	Address	Signature
DON HANN4	7440 NEWTON FALL Rd.	<i>[Signature]</i>



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, November 10, 2025.

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

Mr. Eskridge made a motion to approve the minutes from the regular business meeting on October 27, 2025; it was seconded by Tim Patrick and passed.

## **REPORTS**

### Zoning

Mr. Jalbert will be meeting with the prosecutor this week in regards to the search warrant request for the Knapp Road property.

Ms. Forgacs reports mailing the certified letter to Mr. Heim; the receipt has not been returned yet.

### Roads

Mr. Lange reports some of the lights on the plow truck are not working; drawing too many amps; Mr. Hudson states repair to be completed Tuesday.

Mr. Patrick reports final OPWC paperwork for McCormick road is ready to be signed; he will deliver to the County Engineer's.

### Cemetery

Ms. Forgacs reports the payment for the indigent burial has been sent to Shorts Funeral home; she contacted the funeral home in regards to burial. Was informed there are no family members to claim the ashes. Ms. Forgacs suggested the trustees set aside a few cremation graves for potential indigent burials. Mr. Lange made a motion to accept the suggestion; it was seconded by Mr. Eskridge and passed. Will discuss with Ms. Fotheringham and ask her to coordinate the burial.

### Park

No report.

### Fire Department

Fire Chief Randy Porter reports 222 Fire/EMS calls year-to-date; down 14 calls compared to last year. Thanked the trustees and the community for the passing of the fire levy.

Mr. Eskridge thanked the department for their participation with all of the Halloween activities.

### Fiscal Officer

Ms. Forgacs received VFIS renewal application; has a new optional family program available; will give to Chief Porter for review. Received \$14 donation from the firefighters to be applied to the insurance.

Submitted an application for an account and tax exempt status number for the Dollar General.

Sent the annual salt/grit letter to the County Engineer's Office.

Notice from Ohio Edison stating supplier for street lights has been changed to  
Flags have been ordered.

### Trustees

Mr. Lange reports getting 8 padlocks all keyed the same as the maintenance garage to replace ones that are keyed separately.

The Portage County Township Association meets Saturday; will be electing officers; newly-elected trustees have been invited.

Reports the Winter OTA conference is February 4-6. Mr. Lange made a motion to pay expenses for Ms. Forgacs to attend the OTA conference if she chooses; it was seconded by Mr. Patrick and passed.

Ravenna Oil to check townhall service on Thursday.

Mr. Hudson will be servicing all mowers at his shop over the winter. Tires replaced on Zero-turn. Will ask Luketic for quote to repair steps to townhall.

Mr. Patrick reports Ohio Plan was canceled due to the inability of OTARMA to return any of the premium. Ohio Plan will return submitted payment. Recommends starting looking to change insurance provider sooner next year.

Gave all of the Crest Rubber paperwork he had to Mr. Eskridge.

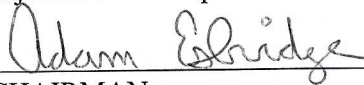
Mr. Eskridge spoke to EPA regarding Crest Rubber property; no plans for further testing. All surrounding properties have been declared "clean"; low level residual contamination reported on part of the site that will require remediation. Expect final report at end of November. EPA is not blocking the sale of the property, but someone needs to pay for the remediation; do not have an estimate for that cost yet. The family still owns the property but has no interest in the property; hopefully will donate to township.

#14-2025 Mr. Patrick made a motion to accept an emergency resolution authorizing the board of trustees to request membership in the city of Ravenna electric program and adopt a plan of action; it was seconded by Mr. Eskridge; roll was called; all votes were yes; motion passed.

Mr. Eskridge to send a letter to Ravenna City to join in the electric aggregate pricing.

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 5:58 pm.

  
\_\_\_\_\_  
CHAIRMAN

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FISCAL OFFICER



**BOARD OF TRUSTEES  
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO**

Resolution #14-2025

**AN EMERGENCY RESOLUTION AUTHORIZING THE BOARD OF TRUSTEES TO  
REQUEST MEMBERSHIP IN THE CITY OF RAVENNA ELECTRIC PROGRAM AND  
ADOPT PLAN OF OPERATION**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a regular meeting on November 10, 2025 at the Charlestown Townhall with the following Members present:

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

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

**WHEREAS**, the Ohio Legislature has enacted deregulation legislation (S.B. No. 3”) which authorizes the legislative authorities of townships to aggregate the retail electric loads located in the respective jurisdictions; and

**WHEREAS**, such legislative authorities may exercise such authority jointly with any other legislative authorities; and

**WHEREAS**, Ravenna City Council passed a resolution to initiate an Electric Aggregation Program; and

**WHEREAS**, this Board seeks to request membership in the City of Ravenna Program;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Charlestown Township, State of Ohio:

Section 1. This Board finds and determines that it is in the best interest of the township, its residents, businesses and other natural gas located within the unincorporated limits of Charlestown Township and who receive commodity sales service and distribution service from Ohio Edison to request membership in the City of Ravenna Electric Program and adopt the City of Ravenna Plan of Operation effective June 1, 2026.

Section 2. That it is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.


Section 3. That this resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, thereof, for the reason that it is immediately necessary to contract consulting services for advice in a rapidly changing technical area, and provided it receives the necessary affirmative votes as required by the passage; otherwise it shall take effect and be in force at the earliest period allowed by law.

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

The vote was as follows:

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

Adopted the 10th day of November, 2025

  
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Clerk of the Board of Township Trustees

Charlestown Township  
Portage County, Ohio