

**OFFICIAL MINUTES OF  
THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES  
1 Business Park Dr.  
Dayton, Ohio 45417**

**Regular Meeting (Tuesday, April 1, 2025)**

**Members present:**

Oscar Young, Sheila Back, Michael McLaughlin  
Charlene Chattams

**The meeting was called to order at 7:00PM.**

- 1. Welcome/ Pledge of Allegiance**  
**Information, Minutes, Procedural: A. Call to Order – Oscar Young, President**  
**I pledge allegiance.**
- 2. Procedural: B. Roll Call**  
Oscar Young, Sheila Back, Michael McLaughlin
- 3. Small Solar Farm Information Presentation**  
Lucy Gilbert presented on small solar farms in surrounding areas of Jefferson Township.
- 4. Approval of Regular Meeting Minutes**  
March 19, 2025

Motin by Oscar Young, Seconded by Sheila Back  
Final Resolution: Motion Carried

Yes: Oscar Young, Sheila Back  
Abstain: Michael McLaughlin

- 5. Fiscal Officer Report**  
The Fiscal Officer announced her one year anniversary. Fiscal Officer will close out February accounting this week. Credit card reconciliation was completed last week. Reports will be sent to Trustees after closing February. Grant information has been sent to staff who might be eligible. Finally, the budget is not permanent.

Motion by Michael McLaughlin, Seconded by Sheila Back.  
Final Resolution: Motion Carried.

Yes: Oscar Young, Sheila Back, Michael McLaughlin

- 6. Public Comments**  
Citizens gave comments on concerns within the township.

**7. Resolutions for Consideration:**

**Action, Information, Minutes: Resolution 25-043**

I recommend approval of Resolution 25-043 – the Jefferson Township Board of Trustees establishes a rental property registration program for Jefferson Township, Montgomery County, Ohio.

Motion by Sheila Back, Seconded by Oscar Young.  
Final Resolution: Motion carried

Yes: Oscar Young, Sheila Back  
No: Michael McLaughlin.

**Action, Information, Minutes: Resolution 25-044**

I recommend approval of Resolution 25-044 – the Jefferson Township Board of Trustees do hereby adopt the disaster recovery plan.

Motion by Oscar Young, Seconded by Sheila Back.  
Final Resolution: Motion carried.

Yes: Oscar Young, Sheila Back  
No: Michael McLaughlin.

**Action, Information, Minutes: Resolution 25-045**

I recommend approval of Resolution 25-045 – the Jefferson Township Board of Trustees do hereby approve the participation in the Montgomery County Youth Work Program.

Motion by Michael McLaughlin, Seconded by Sheila Back.  
Final Resolution: Motion carried.

Yes: Oscar Young, Sheila Back, Michael McLaughlin

**Action, Information, Minutes: Resolution 25-046**

I recommend approval of Resolution 25-046 – the Jefferson Township Board of Trustees do hereby approve the Solid Waste Management Plan of the Montgomery County Solid Waste Management District.

Motion by Sheila Back, Seconded by Michael McLaughlin  
Final Resolution: Motion carried.

Yes: Oscar Young, Sheila Back, Michael McLaughlin

**Action, Information, Minutes: Resolution 25-047**

I recommend approval of Resolution 25-047 – the Jefferson Township Board of Trustees do hereby establish the Business Compliance & Appeals Board (BCAB) for Jefferson Township, Montgomery County, Ohio.

Motion by Oscar Young, Seconded by Sheila Back.

Final Resolution: Motion carried.

Yes: Oscar Young, Sheila Back, Michael McLaughlin.

**Action, Information, Minutes: Resolution 25-048**

I recommend approval of Resolution 25-048 – the Jefferson Township Board of Trustees do hereby correcting Resolution 16-28 and authorizing the execution of a deed for Parcel G27 01702 0065 to David T. Sloan.

Motion by: Michael McLaughlin, Seconded by Sheila Back.

Final Resolution: Motion carried.

**8. Department Reports**

**Sheriff Department:** Major Flagg reported on February 2025 crimes decreasing compared to February 2024. An overall decrease in crime of 23%; violent crimes increased by 5%, property crimes decreased by 17%. On February 7 Deputies responded to the Fairgrounds reference to a male attempting to steal property. The male was located, and the stolen property was recovered. Suspected drugs were found on the male, and he was taken to jail without incident. February 26<sup>th</sup> deputies were dispatched to the 4000 block of Tenshaw Dr. reference to felonious assault call. Upon arrival, they learned two subjects were arguing outside of the residence. At some point one of the males had a sword and the other male fired a shot in the air outside. The shooter fled the scene but was later located. The incident is being reviewed by the Prosecutor's Office. February 28<sup>th</sup> deputies responded to the 100 block of Maeder Ave. with reference to an overdose call. They found a male unresponsive reference to possibly taking fentanyl. Deputies and medics quick response working together administered Narcan and revived the male that was taken to the hospital for further evaluation. Deputies also investigated five traffic crashes in Jefferson Township.

**Fire Department:** Chief Wilcox reported Station 59 needs some maintenance on the roof. Training of new employees continues; two have just completed orientation. Three applicants were sent for drug and background screening. State Fire Marshal investigation on 10 Maeder Ave, status on knocking down the walls and chimney. Fire Department is pairing up with American Red Cross to resume our Smoke Detector Installation Program. Vehicle Maintenance one medic down for electrical issues, parts have been ordered. Ventilation fan parts for repair have arrived. Life Safety Forum in Columbus for Fire Code Updates. Burn ban in effect. Fire hydrate inspections will begin in May.

**Roads:** Kenneth Smith reported several service calls due to the high winds. Pothole repairs continue, with already going through three tons of cold patch. Olt Rd and Forney Rd need culvert pipes replaced, however waiting on dryer weather. Kimmel Garage needs a new roof, estimates have been received. Signage at Forney Rd has been taken, they are looking at ways to secure going forward. Signs have also been damaged by larger vehicles. Trash picked up has been completed on Germantown Pike, Crown Point Area, and Drexel. The dump truck had some tank straps replaced and an oil pan. Needing a gasket for the dump truck is still ongoing.

**Zoning and Development:** Karen Kayler reported on issuing 39 new residential permits, 10 new commercial permits. Forty-nine inspections have been conducted. With 17 zoning violations and 95 swimming pool violations. Three BZA hearings with all three approvals. The Zoning Alliance Meeting is Wednesday, April 9<sup>th</sup> and hosted by Harrison Township. Spring Clean-up is May 3<sup>rd</sup>.

**Code Enforcement:** Larry Minifield reported 135 routine inspections, 6 complaint-driven and 10 inspections and violations. There were eight property maintenance violations issued. Compliance and Resolution, four cases were resolved with fines totaling \$850. Six ongoing cases with action plans for resolution. A community engagement session was held to gather public input on zoning changes and development plans. Feedback overall was split in half, positive comments on continued improvement and half negative comments; mostly on the areas that we are working on to resolve. In assisting with zoning, code enforcement, conducted 135 routine inspections to determine resident with pools that may not have acquired the required permit or have the proper fencing.

#### 9. Trustee Reports / Comments

Each Trustee reported on what they have done and carried out for the Township.

#### 10. Adjournment Action: Adjournment

I'll make a motion to adjourn the meeting.

Motion by Oscar Young, seconded by Sheila Back.

Final Resolution: Motion Carried.

Yes: Oscar Young, Sheila Back, Michael McLaughlin.  
Adjournment 7:55 PM

Attest by:

  
Oscar Young, President

  
Charlene Chattams, Fiscal Officer

Approval Date: 4-16-25