

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

Regular Meeting (Monday, August 4, 2025)

Members present:

Oscar Young, Sheila Back
Charlene Chattams

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

- 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

- 3. Approval of Regular Meeting Minutes**
July 16, 2025

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

Yes: Oscar Young, Sheila Back

- 4. Fiscal Officer Report**
The Fiscal Officer stated that all credit card reconciliations for June had been completed in July. June's reconciliation report will be closed this week. Fiscal officer has also closed out any unused BC's and PO's. Road Supervisor, Kenneth Smith, and herself were able to obtain the title for one of the fleet vehicles used by the road department.

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

Yes: Oscar Young, Sheila Back

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

- 6. Resolutions for Consideration:**

Action, Information, Minutes: Resolution 25-098

I recommend approval of Resolution 25-098 – the Jefferson Township Board of Trustees accepts the resignation of Firefighter/Paramedic Scott Gisi.

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

Yes: Oscar Young, Sheila Back.

Action, Information, Minutes: Resolution 25-099

I recommend approval of Resolution 25-099 – the Jefferson Township Board of Trustees accepts the resignation of seasonal road worker Joe Harris.

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

Yes: Oscar Young, Sheila Back.

Action, Information, Minutes: Resolution 25-100

I recommend approval of Resolution 25-100 – the Jefferson Township Board of Trustees authorizes the removal of vegetation, garbage, refuse, and any other debris and declares a nuisance for the property located at 6801 Dayton Liberty Road, Dayton, Ohio 45417.

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

Yes: Oscar Young, Sheila Back.

Action, Information, Minutes: Resolution 25-101

I recommend approval of Resolution 25-101 – the Jefferson Township Board of Trustees authorizes the removal of vegetation, garbage, refuse, and any other debris and declares a nuisance for the property located at 1645 S Union Road, Dayton, Ohio 45417.

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

Yes: Oscar Young, Sheila Back.

Action, Information, Minutes: Resolution 25-102

I recommend approval of Resolution 25-102 – the Jefferson Township Board of Trustees authorizes the township fire chief to hire probationary part-time firefighter/EMT and probationary EMT.

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

Yes: Oscar Young, Sheila Back.

Action, Information, Minutes: Resolution 25-103

I recommend approval of Resolution 25-103 – the Jefferson Township Board of Trustees accepts sponsorship donations from Nicole Liatos, Victor Loya, and Irvin McDonald for Jefferson Township Day.

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

Yes: Oscar Young, Sheila Back.

Action, Information, Minutes: Resolution 25-104

I recommend approval of Resolution 25-104 – the Jefferson Township Board of Trustees accept the resignation of Lieutenant/Paramedic Matthew Eagle.

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

Yes: Oscar Young, Sheila Back.

Action, Information, Minutes: Resolution 25-105

I recommend approval of Resolution 25-105 – the Jefferson Township Board of Trustees hereby approve the Network Refresh Project for Jefferson Township Admin Building/Station 60 and Station 59 and to authorize payment to Elite Computers.

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

Yes: Oscar Young, Sheila Back.

Action, Information, Minutes: Resolution 25-106

I recommend approval of Resolution 25-106 – the Jefferson Township Board of Trustees authorizes the township fire chief to hire Kristopher Schnell, probationary shifted captain.

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

Yes: Oscar Young, Sheila Back.

7. Department Reports

Sheriff Department: Captain Steele reported on June 2025 crimes decreasing compared to June 2024. An overall decrease in crime of 16%; areas along W. Third Street and State Route 4 plat areas saw the most activity during this period. Ninety-seven reports were generated in Jefferson Township, thirty one of those reports needed additional follow-up by Detective Phelps. On June 14 deputies were dispatched to 330 Lawncrest reference to a shooting. On June 17 deputies along with Jefferson Fire were dispatched to 25 S. Iona reference a suspicious fire; case is still under investigation. On June 27 a wanted suspect John Dean fired shots over the roadway in the area of 5410 W Third Street. Suspect was apprehended near 70/127. It should be noted that this suspect was involved in an earlier incident several months back where he fought and injured a Deputy and had a gun on him also in Jefferson Township. Deputies assigned to Jefferson Township investigated ten traffic crashes. State Route 4 and South Union Road were the most prevalent roadway accounting for three crashes each. Deputy Amlin collected 271 bags, Deputy Kidwell, working on the ODOT contract, collected 262 bags. Deputy Jackson had one new case in Jefferson Township.

Public Safety: Dr. Bailey reported on the combined effort with the Montgomery County Sheriff's Office with towing vehicles, June had five vehicles towed without incident, seven vehicles were tagged and voluntarily moved, eight vehicles are in the pipeline. National Night Out is on August 5th at Blairwood Elementary School. September 5th Jefferson Township will be hosting an ice cream social with law enforcement with more events scheduled for early 2026. After a successful meeting with the West District Courts in Trotwood, the Sheriff's office is now able to write citations using Jefferson Township Codes and have funds returned to Jefferson Township. August 12, Dr Bailey has a meeting with the flock team to get the project going. Dr. Bailey also added that he assisted the road department with mowing grass at Richardson Park. However, Bailey wanted to make it clear that Rebecca also assisted with mowing Richardson Park and continued to mow the cemetery.

Fire Department: Chief Wilcox reported the roof leaking at 59.5 has been repaired. Two new hires are starting the orientation process. Two additional applicants have been interviewed and sent to secure check for drug and background screening. Hiring full-time shift supervisor firefighter/paramedic/inspector (Captain) with a swearing-in at a future Trustee Meeting. Jefferson Township Fire Department responded to a total of 138 calls. Six smoke detectors were installed as part of the American Red Cross grant. Medic 60 has required a fuse block to be replaced. Chief's car was run into by a citizen at the scene of another crash. Request for "Cross Traffic Does Not Stop" signs on Manning Road and Route 4 from ODOT. During the week of the fair there were four treat and release; three transported to the hospital.

Zoning and Development: Karen Kayler reported several properties within the township who have mounted Solar Panels on the roofs of their homes, and they have not obtained

permits. Before installing solar panels, the first step is to come before the Board of Zoning Appeals to obtain a conditional use permit per Resolution 24-077 that was adopted on April 17, 2024's Trustee Meeting. In addition, the Jefferson Township Zoning Code Article 4, Section 423 A states that solar panels are permitted as a conditional use. If you are a resident who has already installed solar panels without receiving a conditional use permit, contact my office before a violation notice is issued. Seventeen residential permits were issued in July. Thirty-eight inspections have been conducted. Violations being addressed are swimming pools, decks, fences, driveways and buildings, and solar panels without BZA approval. The BZA board conducted three applications regarding rezoning, variance requests, and special use permit.

Economic Development: Derrick Burgess reported on issuing second and third noncompliance notices to businesses. A combined effort with Code Enforcement and Zoning to identify businesses that are operating in residential areas. Jefferson Township Day 2025! Local businesses, organizations, and community we are looking for you! Your participation would bring great value – not only to the event but also to your company through local exposure and community engagement. This is a great opportunity to showcase your services to the people. Trex program is under way, we have just exceeded our midway point with 656/1000 pounds so far. The inaugural car show will be held at 1 Business Park Drive on September 6th from 10 am – 1 pm.

8. 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.

Adjournment 7:41 PM

Attest by:


Oscar Young, President


Charlene Chattams, Fiscal Officer

Approval Date: 8-20-25