

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

Regular Meeting (Wednesday, December 17, 2025)

Members present:

Oscar Young, Sheila Back, M. Michael McLaughlin
Charlene Chattams

The meeting was called to order at 12:00 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, M. Michael McLaughlin

3. Approval of Regular Meeting Minutes

December 2, 2025

Motion by Sheila Back, Seconded by Oscar Young

Final Resolution: Motion Carried

Yes: Oscar Young, Sheila Back

Abstain: M. Michael McLaughlin

4. Fiscal Officer Report

The Fiscal Officer stated that the November reconciliation had been completed. Hanging checks from prior years have been resolved with the help of the Auditor. The following reports have been submitted to the Trustees for review: bills paid in November; comparison of budget and appropriation; appropriation status; and cash summary by fund. OTA workshops have been sent to all attendees. UAN appropriations for building funds will be done on Thursday and Monday. Ohio minimum wage will increase to \$11 an hour in 2026. Trustee Young and Fiscal Officer will complete Township Records Commission tasks in the next 10 days.

Motion by Oscar Young, Seconded by Sheila Back.

Final Resolution: Motion Carried.

Yes: Oscar Young, Sheila Back, M. Michael McLaughlin

5. Resolutions for Consideration:

Action, Information, Minutes: Resolution 25-178

I recommend approval of Resolution 25-178 – the Jefferson Township Board of Trustees does hereby agree to accept the 2025 Annual Highway System Milage Certification.

Motion by Oscar Young, Seconded by Sheila Back.

Final Resolution: Motion carried.

Yes: Oscar Young, Sheila Back, M. Michael McLaughlin.

Action, Information, Minutes: Resolution 25-179

I recommend approval of Resolution 25-179 – the Jefferson Township Board of Trustees does hereby authorize the purchase and installation of snowplow and salt spreader equipment for the Jefferson Township Road Department and authorizing the township administrator to execute all necessary documents.

Motion by Oscar Young, Seconded by Sheila Back.

Final Resolution: Motion carried.

Yes: Oscar Young, Sheila Back

No: M. Michael McLaughlin.

Action, Information, Minutes: Resolution 25-180

I recommend approval of Resolution 25-180 – the Jefferson Township Board of Trustees accepts the resignation of firefighter/EMT Alex Hohler from the Jefferson Township Fire Department.

Motion by Oscar Young, Seconded by Sheila Back.

Final Resolution: Motion carried.

Yes: Oscar Young, Sheila Back, M. Michael McLaughlin.

Action, Information, Minutes: Resolution 25-181

I recommend approval of Resolution 25-181 – A resolution authorizing the transfer of township property by quitclaim deed located at 244, 246, 248 Hanover Avenue, Dayton, Ohio, Auditor's Parcel ID: G29 18202A0144, G29 18202A0145, and G29 18202A0146.

Motion by Oscar Young, Seconded by Sheila Back.

Final Resolution: Motion carried.

Yes: Oscar Young, Sheila Back, M. Michael McLaughlin

6. Department Reports

Code Enforcement: Larry Minifield, Code Enforcement, completed 21 inspections and violations with two being complaint-driven. Total cases resolved were six and six being voluntary compliant. Fines issued totaling \$2,500.00. Code Enforcement 81 ongoing cases with action plans in place for resolution. Flock cameras have been installed.

7. Executive Session

Pursuant to Ohio Revised Code section 121.22(G)(1), I move that we enter into an executive session: To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, or regulated individual requests a public hearing.

Motion to Enter Executive Session 12:16 P.M.

by Oscar Young, Seconded by Sheila Back.

Yes: Oscar Young, Sheila Back, M. Michael McLaughlin

Motion to Exit Executive Session 12:20 P.M.

By Oscar Young, Seconded by Sheila Back.

Yes: Oscar Young, Sheila Back, M. Michael McLaughlin

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.

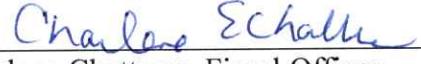
Yes: Oscar Young, Sheila Back, M. Michael McLaughlin.

Adjournment 12:22 PM

Attest by:


Sheila Back

Oscar Young, President
Approval Date: 1-4-24



Charlene Chattams, Fiscal Officer