



AGENDA

JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO BOARD OF TRUSTEES

REGULAR SESSION

1 BUSINESS PARK Dr., DAYTON, OHIO 45417

September 16, 2026, 12:00 PM

I. Welcome / Pledge of Allegiance

II. Moment of Silence-To Honor the Military, Firefighters, Road Workers, & Sheriff's Deputies as they serve our community here and abroad.

III. Call to Order / Roll Call:

Oscar Young

Present Absent

Sheila Back

Present Absent

Vera Powell

Present Absent

IV. Approval of Meeting Minutes

- **September 1, 2026**

Motion to Approve Regular Meeting Minutes

by

Young () Back () Powell ()

Second by

Young () Back () Powell ()

Roll Call

Young () Back () Powell ()

V. Fiscal Officer Report

Motion to Accept the Fiscal Officer Report and pay the bills.

Motion to Accept Fiscal Officer Report

by

Young () Back () Powell ()

Second by

Young () Back () Powell ()

Roll Call

Young () Back () Powell ()

VI. Public Comments

Speakers are to walk up to the podium. Please state your name and address. Speakers are only permitted to address Trustees one (1) time with no rebuttal provided. Speakers are limited to three (3) minutes to address the Trustees. Once your three (3) minutes conclude, speakers will be asked to cease comments and return to their seats.

VII. Resolutions for Consideration

- **Resolution 26-130**

THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES PROMOTES PAUL SHERMAN TO THE POSITION OF FULL-TIME ROAD WORKER FOR JEFFERSON TOWNSHIP

- **Resolution 26-131**

THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES ACCEPTS THE RESIGNATION OF ADMINISTRATIVE ASSISTANT REBECCA URZUA FROM THE JEFFERSON TOWNSHIP ADMINISTRATION DEPARTMENT.

VIII. Trustee Reports

IX. Adjournment

Motion to Adjourn Meeting by	Young ()	Back ()	Powell ()
Second by	Young ()	Back ()	Powell ()

Roll Call:

Oscar Young			Sheila Back			Vera Powell		
Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain

Time of Adjournment: _____

BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 26-130

THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES PROMOTES PAUL SHERMAN TO THE POSITION OF FULL-TIME ROAD WORKER FOR JEFFERSON TOWNSHIP

The Board of Trustees of Jefferson Township, Montgomery County, Ohio, met in a regular meeting on September 16, 2026, at 12:00 pm at the Township Offices located at 1 Business Park Dr., Dayton, Ohio, with the following members present:

Sheila Back () Oscar Young () Vera Powell ()

Moved by: **Back () Young () Powell ()**
Second by **Back () Young () Powell ()**

WITNESSETH

WHEREAS, the Board of Trustees of Jefferson Township, Montgomery County, Ohio, is responsible for establishing staffing levels, positions, compensation, and conditions of employment necessary for the efficient operation of Jefferson Township; and

WHEREAS, Paul Sherman has served Jefferson Township as a Road Department employee and has demonstrated his ability to perform the duties and responsibilities associated with the maintenance and operation of Township roads; and

WHEREAS, Mr. Sherman has continued to develop his qualifications and has obtained his pesticide applicator license in furtherance of the operational needs of the Jefferson Township Road Department; and

WHEREAS, the Board of Trustees desires to recognize Mr. Sherman's continued service and provide additional full-time staffing capacity within the Road Department; and

WHEREAS, the Board has determined that promoting Paul Sherman to the position of Full-Time Road Worker is in the best interest of Jefferson Township and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Jefferson Township, Montgomery County, Ohio:

SECTION 1. PROMOTION

The Board of Trustees hereby promotes Paul Sherman to the position of Full-Time Road Worker with the Jefferson Township Road Department, effective September 21STFULL-TIME EMPLOYMENT, 2026.

SECTION 2. COMPENSATION

BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 26-130

Paul Sherman shall be compensated at the rate of Twenty Dollars (\$20.00) per hour.

SECTION 3. FLSA CLASSIFICATION AND OVERTIME

The position of Full-Time Road Worker shall be classified as non-exempt under the Fair Labor Standards Act. Mr. Sherman shall be eligible for overtime compensation in accordance with applicable federal and state law and the personnel policies and procedures of Jefferson Township.

All overtime shall remain subject to the Township's applicable overtime policies, including any requirements for prior authorization.

SECTION 4. PROBATIONARY PERIOD

Mr. Sherman shall serve a one-year probationary period beginning on the effective date of his promotion to Full-Time Road Worker.

During the probationary period, his performance, attendance, conduct, ability to perform the essential functions of the position, compliance with Township policies, and satisfactory completion and maintenance of required licenses and credentials may be evaluated by the Township.

SECTION 5. LICENSES AND QUALIFICATIONS

Mr. Sherman shall maintain all licenses and certifications required for his position, including his pesticide applicator license.

Mr. Sherman shall obtain and maintain a valid Class B Commercial Driver's License within the timeframe established by the Township and shall successfully complete any required training, testing, or other qualification requirements associated with the position.

SECTION 6. BENEFITS

As a full-time employee, Mr. Sherman shall be eligible to participate in the benefits provided by Jefferson Township to similarly situated full-time employees, subject to the terms, eligibility requirements, policies, plan documents, and applicable law governing each benefit.

SECTION 7. POLICIES AND DUTIES

Mr. Sherman shall perform the duties assigned to the position of Full-Time Road Worker and such other duties as may reasonably be assigned by the Road Department Leadership, Township Administrator, or Board of Trustees.

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JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
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Mr. Sherman shall remain subject to all applicable Jefferson Township personnel policies, safety requirements, departmental procedures, and directives.

The vote was as follows:

Sheila Back

Yes No Abstain

Oscar Young

Yes No Abstain

Vera Powell

Yes No Abstain

Adopted: 16th day of September 2026

Signed by:

Oscar Young, President

Vera Powell, Trustee

Sheila Back, Vice President

Attest to Trustees Signatures:
Adrennia Kelly, Fiscal Officer

BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 26-131

THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES ACCEPTS THE RESIGNATION OF ADMINISTRATIVE ASSISTANT REBECCA URZUA FROM THE JEFFERSON TOWNSHIP ADMINISTRATION DEPARTMENT.

The Board of Trustees of Jefferson Township, Montgomery County, Ohio, met in a regular meeting on September 16, 2026, at 12:00 pm at the Township Offices located at 1 Business Park Dr., Dayton, Ohio, with the following members present:

Oscar Young () Sheila Back () Vera Powell ()

Moved by: **Young () Back () Powell ()**
Second by **Young () Back () Powell ()**

WITNESSETH

WHEREAS, Rebecca Urzua has resigned her position with the Jefferson Township.

WHEREAS, the Jefferson Township Board of Trustees, in accordance with the Ohio Revised Code, is authorized to accept this resignation.

WHEREAS, the Board of Trustees agrees to accept the resignation of Rebecca Urzua from the Jefferson Township with this Resolution 26-131.

:NOW, THEREFORE, the Board of Trustees of Jefferson Township, Montgomery County, Ohio, hereby accepts the resignation of Administrative Assistant Rebecca Urzua effective September 11, 2026.

The vote was as follows:

Oscar Young			Sheila Back			Vera Powell		
Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain

Adopted: 16th day of September 2026

Signed by:

Oscar Young, President

Vera Powell, Trustee

Sheila Back, Vice President

Attest to Trustees Signatures:
_____, Fiscal Officer