

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

Regular Meeting (Wednesday, January 21, 2026)

Members present:

Sheila Back, Oscar Young, Sheila Back, Vera Powell
Charlene Chattams

The meeting was called to order at 12:00 PM.

- 1. Welcome/ Pledge of Allegiance**
Information, Minutes, Procedural: A. Call to Order – Sheila Back, President
I pledge allegiance.

- 2. Procedural: B. Roll Call**
Sheila Back, Oscar Young, Vera Powell

- 3. Approval of Meeting Minutes**
January 6, 2026

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

Yes: Sheila Back, Oscar Young, Vera Powell

- 4. Fiscal Officer Report**
The Fiscal Officer stated she is working on the reconciliation for December next week with the Auditor. Fiscal Officer will be issuing tax exempt forms for those attending the conference next week. Working on closing out 2025, with a goal of February 10th.

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

Yes: Sheila Back, Oscar Young, Vera Powell

- 5. Resolutions for Consideration:**

Action, Information, Minutes: Resolution 26-008

I recommend approval of Resolution 26-008 – the Jefferson Township Board of Trustees accepts the resignation of firefighter/EMT Kenneth Powers from the Jefferson Township Fire Department.

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

Yes: Sheila Back, Oscar Young, Vera Powell

Action, Information, Minutes: Resolution 26-009

I recommend approval of Resolution 26-009 – the Jefferson Township Board of Trustees accepts the resignation of firefighter Lance Schmidt from the Jefferson Township Fire Department.

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

Yes: Sheila Back, Oscar Young, Vera Powell

Action, Information, Minutes: Resolution 26-010

I recommend approval of Resolution 26-010 – the Jefferson Township Board of Trustees accepts the resignation of EMT Ryan Muskopf from the Jefferson Township Fire Department.

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

Yes: Sheila Back, Oscar Young, Vera Powell

Action, Information, Minutes: Resolution 26-011

I recommend approval of Resolution 26-011 – the Jefferson Township Board of Trustees authorizes the Township Fire Chief to hire probationary Shift Supervisor (Captain) Anthony Crowder.

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

Yes: Sheila Back, Oscar Young, Vera Powell

Action, Information, Minutes: Resolution 26-012

I recommend approval of Resolution 26-012 – the Jefferson Township Board of Trustees approves a pay increase for part-time fire department employees.

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

Yes: Sheila Back, Oscar Young, Vera Powell

Action, Information, Minutes: Resolution 26-013

I recommend approval of Resolution 26-013 – the Jefferson Township Board of Trustees do hereby approve a pay increase for part-time fire department employee Luke Blust.

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

Yes: Sheila Back, Oscar Young, Vera Powell

Action, Information, Minutes: Resolution 26-014

I recommend approval of Resolution 26-014 – the Jefferson Township Board of Trustees amend the 2026 Temporary Budget effective January 21, 2026.

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

Yes: Sheila Back, Oscar Young, Vera Powell

6. Department Reports

Code Enforcement: Larry Minifield reported eight new violations and inspections. Sixteen routine inspections and one complaint driven. There are eight property maintenance violations. Eighty-one ongoing cases with action plans in place for resolution. Mr. Minifield attended the Vandalia Code Enforcement Training. Mr. Minifield also reported on their being a technical issue with the database used to monitor ongoing code violations which has led to a decrease in cases being entered.

Road Department: Dr. Chriondra Goodwine reported that the road department has been placing Emergency Snow Removal signs in zones one and two in preparation for the winter storm. Dr. Goodwine informed us that vehicles in violation will be towed by Montgomery Sheriff's Department.

Fire Department: Chief Wilcox stated that station inventory has been completed. Looking to have items redacted and cleanout to help save on insurance. IT vendor has repaired the key fob system board and reinitialized four doors. Four new applicants will be coming in for interviews this week and next. Five new employees starting orientation. The number of EMS runs from 2024 to 2025 showed a 4% increase, while the total of runs showed a decrease in 2025. The State Fire Marshall is investigating three house fires in our Township. Smoke detectors from the American Red Cross are available to

residents free of cost. Medic 61 back from Springfield for body work repair, heading to Englewood for striping. Annual pump testing of last two engines underway. Fire Chief is asking for the communities help with abandoned structures or anyone seen messing with fire hydrants.

7. Adjournment Action: Adjournment

I'll make a motion to adjourn the meeting.

Motion by Sheila Back, seconded by Oscar Young.

Final Resolution: Motion Carried.

Yes: Sheila Back, Oscar Young, Vera Powell.

Adjournment 12:31 PM

Attest by:



Sheila Back, President

Charlene Chattams, Fiscal Officer

Approval Date: February 06, 2024