

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

**Regular Meeting (Tuesday, January 6, 2026)**

**Members present:**

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

**The meeting was called to order at 7:00 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**  
December 17, 2025  
December 19, 2025

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 started by welcoming Trustee Vera Powell. Fiscal Officer stated she is working on closing out 2025. Due to some medical issues, she is a little behind. Will begin December reconciliation next week. Reminder to Trustees that they must complete three hours of public records training during their term. (R.C. 149.43(E)(1).

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 26-002**

I recommend approval of Resolution 26-002 – the Jefferson Township Board of Trustees adopt the following meeting dates for 2026.

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

Yes: Sheila Back, Oscar Young, Vera Powell

**Action, Information, Minutes: Resolution 26-003**

I recommend approval of Resolution 26-003 – the Jefferson Township Board of Trustees adopts a media notification and public notice notification policy, as well as posting of meeting minutes, agendas, and other legal paperwork.

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

Yes: Sheila Back, Oscar Young, Vera Powell

**Action, Information, Minutes: Resolution 26-004**

I recommend approval of Resolution 26-004 – the Jefferson Township Board of Trustees establishes administrative office hours for the administration building.

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

Yes: Sheila Back, Oscar Young, Vera Powell

**Action, Information, Minutes: Resolution 26-005**

I recommend approval of Resolution 26-005 – the Jefferson Township Board of Trustees do recertify and reaffirm the allocation of all trustees payroll expenses to the general fund.

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

Yes: Sheila Back, Oscar Young, Vera Powell

**Action, Information, Minutes: Resolution 26-006**

I recommend approval of Resolution 26-006 – the Jefferson Township Board of Trustees does authorize the Township Administrator to enter into a service level agreement with Montgomery County Fleet Services with Montgomery County Fleet Services for fleet maintenance and management services.

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

Yes: Sheila Back, Oscar Young, Vera Powell

**Action, Information, Minutes: Resolution 26-007**

I recommend approval of Resolution 26-007 – the Jefferson Township Board of Trustees do hereby approve the resolution certifying the 2025 Street Lighting Assessments for the Lighting District and to be submitted to the Montgomery County Auditor's Office.

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

Yes: Sheila Back, Oscar Young, Vera Powell

**6. Department Reports**

**Sheriff:** Captain Steele reported on overall crime decreasing by 6% compared to November of 2024. Areas along W. Third Street saw the most activity during this period. Eighty-eight reports were generated in Jefferson Township with 28 of those reports needing additional follow-up by Detective Phelps. On November 2, 2025 deputies were dispatched to the Olive Hill apartments on Pawtucket Street in reference to a robbery. Two juveniles took their father's vehicle without permission. While driving around the area, the juveniles claimed that unknown males robbed them at gun point. The vehicle was processed and returned to the father and Detective Phelps is investigating the incident. On November 3, 2025, deputies were dispatched to the 6000 block of Derby Road reference to a two-car head on crash. A 22-year-old female driver that had no driver's license and was not wearing a seat belt was pronounced deceased at the scene. Two occupants of the other vehicle sustained minor injuries. Traffic services unit is handling the investigation. On November 17, 2025, Captain Steele along with numerous other deputies, the US Marshal's Services and members of Montgomery County RANGE Task force located wanted subject John Dean in the city of Kettering. As we were taking him into custody he attempted to flee and struck other police vehicles with his vehicle. He attempted to run on foot, but he was able to be arrested after assaulting one of the deputies. Dean had prior charges in Jefferson Township where he injured a deputy in 2024 after resisting arrest while having a firearm in his possession. He also fired shots at numerous subjects on West Third Street and fled from the deputies earlier this year. On November 21, 2025, deputies were dispatched to a tire shop located at the 5000 block of West Third Street reference to a medic call. A male stated he was not feeling well and recently suffered from a broken rib from a fight. Medics responded as the male went unresponsive and was transported to the hospital where he shortly later died. Incident is being investigated by our Special Investigations Unit. During the month of November, the Forensic Services Unit responded to a total of 217 calls for evidence processing. Jefferson Township made up 26 of the cases. During the month of November, Jefferson Township deputies investigated a total of 14 traffic crashes. This represents no change

from the number of crashes investigated in November 2024. Of the 14 incidents, 10 resulted in property damage, three minor injuries involved, and one crash was fatal. In total, five individuals sustained minor injuries, and one fatality was reported.

**Public Safety:** Dr. William Bailey reported on December's activity with zero vehicles being towed. Three vehicles were tagged and owners moved them voluntarily. Pictures with Santa was hosted in December. January will bring a new event "Meet your Community Officer" a chance to snack and chat with Jefferson Township, Fire Chief Wilcox and Captain Steele, Montgomery County Sheriff's Office. Hope's to be able to place signs in the community for juvenile curfew are underway. Six flock camera's have been installed, two more are coming. The Community Safety Committee has a need for one more community member. National Night Out will be in August. Public Safety week will be in April. A collaboration with Jefferson Township Road Department during the snow emergency for signage to have cars towed from streets.

**Fire Department:** Chief Wilcox stated that during the last few months there has been an influx with house fires that are abandoned in Township. This has been mainly from squatters trying to stay warm. Chief asks if you see something, say something.

**Zoning:** Attended the Zoning Alliance meeting in Englewood where the discussion topic was "Demoed Properties". Permits issued in December were 27, an overall increase of 10%. Two hundred-four permits were issued in 2025. A total of 13 inspections were conducted. Seven violations for solar panels have been identified. Board of Zoning Appeals heard four cases in December. They included Juvenile Group Home, Large Ground Sign, Solar Panels, and Setback for pig pen.

**Economic Development:** Neighborhood Leadership Program will being on March 2<sup>nd</sup> and is designed to empower residents to take an active role in shaping the future of Jefferson Township through civic engagement and community leadership. The Business Compliance and Appeals Board is seeking additional members interested in supporting local businesses while ensuring compliance with township regulations. Those individuals or with questions are encouraged to reach out for more information. Jefferson Township Clean Up Day's planning is underway for 2026. Volunteers are needed, and a sign-up sheet is available. Continued community support helps us beautify Jefferson Township and make a positive impact. The Township continues to work with the Ohio Attorney General's Office to resolve outstanding violation fines. Additionally, a partnership with the Small Business Development Center is underway to explore new ways to support existing businesses and create opportunities for startups.

**Twinkle Town Showdown:**

People's Choice – 5849 Dayton Farmersville

Most Creative – 5169 Tucson

Most Traditional – 2249 Olt Rd

**7. Adjournment Action: Adjournment**

I'll make a motion to adjourn the meeting.

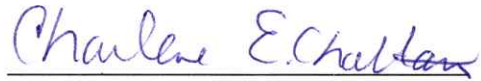
Motion by Sheila Back, seconded by Oscar Young.  
Final Resolution: Motion Carried.

Yes: Sheila Back, Oscar Young, Vera Powell.  
Adjournment 7:53 PM

Attest by:



Sheila Back, President



Charlene Chattams, Fiscal Officer

Approval Date: 1-21-26

Fiscal Officer Report  
January 21, 2026

- Will be closing out reconciliation for December next week with Auditor.
- I will give all that are going to conference tax exempt forms next week.  
Not sure if each need, being safe. (State and Columbus forms)
- Still working on closing out 2025.  
Hope to have done by Feb 10.
- Any questions, comments.

Submitted by

  
Charlene E Chattams  
Fiscal Officer