

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

Regular Meeting (Wednesday, May 21, 2025)

Members present:

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

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

- 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**
May 7, 2025

Motin by M. Michael McLaughlin, Seconded by Sheila Back
Final Resolution: Motion Carried

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

- 4. Fiscal Officer Report**
The Fiscal Officer reported on beginning the reconciliation for April and working on the credit card statements. The fiscal officer also reported on working with Ambulance Billing Network and the positive interactions she has had with the team. The fiscal officer also attended the joint meeting with the Jefferson School Board and Jefferson Township Trustees. In addition, she has become more comfortable in her position and has begun to remove vendors from UAN that are no longer being used. Lastly, she signed up for a webinar for Fiscal Officers on Understanding the Ohio Revised Code.

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

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

- 5. Public Comments**
Citizens spoke about their concerns in the community.

6. Resolutions for Consideration:

Action, Information, Minutes: Resolution 25-065

I recommend approval of Resolution 25-065 – the Jefferson Township Board of Trustees authorizes the township to hereby approve a pay increase for part-time Fire Department employee Nicolas Timmermans.

Motion by M. Michael McLaughlin, Seconded by Oscar Young.
Final Resolution: Motion carried

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

7. Staff Reports

Road Department: Kenneth Smith reported on trees down, calls received from Regional Dispatch, affected roads were Huffman Road and Maeder. Potholes were repaired on Lawn Crest, Maeder, Desmond, and Knox. The road department had been experiencing delays in cutbacks and mowing due to the culvert pipe work. Ten violations have been issued for order to cut. Both parks have been mowed and so have the cemeteries. Trash pickup with the partnership of the Sheriff's inmate program has been collected on Diamond Mill, Albers Ave, Knapp Ave, Germantown Pike, Frazier Ave, Knox Ave, also dumped tires on Eshbaugh Road. Vehicle maintenance on the 2017 Chevy included brakes, rotors, and calipers. International Dump Truck had the water pump replaced but is still leaking from the turbo. Landscaping equipment such as chainsaws and weed eaters may need to be replaced as they are getting older.

Code Enforcement: Larry Minifield reported on conducting fifteen inspections and violations which lead to fifteen violations being issued. Compliance and resolutions: including ten voluntary compliance cases and fines issued totaling \$3,250. Larry continues his education with Cloud Permit and Property Management. Recovered fines in the amount of \$7,000 have been collected through the Attorney Generals Office. Attendance of the Zoning Alliance meeting hosted by Harrison Township. Larry discussed the benefits of setting up Flock cameras to help with some of the dumping violations. Dr. William Bailey further discussed the need for and use of these cameras. Bailey further added that he has been discussing this with the Sheriff's Office, and they are jointly looking for grants to help offset the costs.

Fire Department: Chief Wilcox spoke about the roof leaking at Station 59.5. Training for new hires continues with two still in orientation. Jefferson Township Fire Department had a total of 108 calls for April 2025. Eighty EMS, sixteen fires, and twelve other calls. Only one smoke detector was installed by the Fire Department. Red Cross has donated a new batch of smoke detectors for residents. The new maintenance coordinator repaired M-60's electrical issue. Parts have been ordered for M-59's exhaust system. E-62 had a blown tire and was replaced by Grismer on scene. Burn Ban is still in effect until May

31st from 6 am to 6 pm. Reminder that there is no trash burning at any time. Fire hydrant inspections, testing and flowing are going on now till the end of May.

Trustee Discussion:

Trustees were presented with Strategic Reports for the upcoming election.

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: Oscar Young, Sheila Back, M. Michael McLaughlin

Adjournment 12:42 PM

Attest by:


Oscar Young, President


Charlene Chattams, Fiscal Officer

Approval Date: 6-3-25