

**BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO**

RESOLUTION NO. 26- 003

**THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES
ADOPTS A MEDIA NOTIFICATION AND PUBLIC NOTIFICATION POLICY, AS WELL AS
POSTING OF MEETING MINUTES, AGENDAS, AND OTHER LEGAL PAPERWORK**

The Board of Trustees of Jefferson Township, Montgomery County, Ohio, met in a regular meeting on the 6th day of January 2026 at 7:00 pm at the Township Offices located at 1 Business Park Drive, Dayton, Ohio, with the following members present:

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

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

*Young } Yes
Back }
Powell }*

WHEREAS, the Jefferson Township Board of Trustees holds it very important to follow all Ohio Sunshine Laws as specified in the Ohio Revised Code; and

WHEREAS, the Township Trustees want to establish a consistent notification process when a Meeting, Work Session, or any other Meeting is to be held by Trustees; and

WHEREAS, it is the desire of the Jefferson Township Board of Trustees to establish the process for Media, Website, and In-Person postings of all notifications and Legal Paperwork for Public Review; and

WHEREAS, the Trustees must respect the limited resources that exist, so this policy meets requirements conservatively; and

WHEREAS, the Jefferson Township Trustees will post notifications for Trustee meetings exclusively on the Township Website and notifications for special and emergency meetings on both the Township Website and the Legal Board in the Lobby of the Administration Building.

NOW, THEREFORE, BE IT RESOLVED, the Jefferson Township Board of Trustees adopts a revised media notification and public notification policy and posting meeting minutes, agendas, and other legal paperwork:

2026 Media Policy & Public Notification Jefferson Township Board of Trustees

1. Trustee Meetings:

- Posted exclusively on the Township Website.

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2. Special and Emergency Meetings:

- Posted on both the Township Website and the Legal Board (located in the Lobby of the Administration Building).

3. Additional Notifications:

- Notifications to the Media: Press releases will be issued as necessary.
- Hiring Notices: Posted on the Township Website and the Legal Board. Advertisements may also appear in publications such as the Dayton Daily News and on platforms like the Ohio Means Jobs Website.

The vote was as follows:

Adopted: 6th day of January 2026

Signed by:



Sheila Back, Trustee



Vera Powell, Trustee



Oscar Young, Trustee



Attest to Trustees Signatures:
Charlene Chattams, Fiscal Officer