

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

RESOLUTION NO. 16-94

**UPDATING THE TIME AND DAY OF THE REGULAR MEETINGS AND WORK
SESSIONS FOR NOVEMBER & DECEMBER 2016**

The Board of Trustees of Jefferson Township, Montgomery County, Ohio are updating their meeting format for November and December 2016.

Trustee McGuire moved for the adoption of the following Resolution:

WHEREAS, in accordance the duties and responsibilities of the Jefferson Township Board of Trustees, and

WHEREAS, the citizens of Jefferson Township have a need to know when the Board of Trustees meets;

NOW, THEREFORE BE IT RESOLVED that the Jefferson Township Board of Trustees will conduct (2) regular meetings, on the first and third Tuesday's of each month at 7:00 p.m. at the township offices, located at One Business Park Drive, Dayton, Ohio.

FURTHER, that the Jefferson Township Board of Trustees will conduct "work sessions" at 6:00 p.m. on the first and third Tuesday's of each month at 6:00 p.m., prior to the regular Trustee meetings held at 7:00 p.m. (if so needed) located at One Business Park Drive, Dayton, Ohio.

Trustee Mann seconded the motion, and the roll was called on the question of its adoption. The vote was as follows:


Roy Mann **(yes)**

James McGuire **(yes)**

Signed:



Roy Mann - President



James McGuire - Trustee

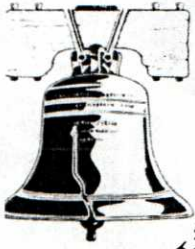
Adopted: the 1st day of November 2016.

Attest:



Tracey Edwards, Fiscal Officer

Res. 16 - 94



JEFFERSON TOWNSHIP

Applying for the Vacant Jefferson Township Trustee Position

Requirements:

Any Applicant must meet all requirements as set forth by the 2016 Candidate Requirement Guide, produced by the State of Ohio, Secretary of State John Husted, and the Ohio Elections Division.

This includes, but is not limited to, the ability for the Applicant to be Fidelity Bonded by the Township's current Insurance Company.

Adopted Process:

As per Jefferson Township Resolution 16-93, and the Ohio Revised Code 503.24, the current Trustees will follow the following process to appoint a resident to serve the Unexpired Term of Township Trustee that will expire at 11:59PM on 12-31-2017.

Here are the steps that will be followed:

1. Applicant is asked to submit the following items to be considered as an applicant for the Vacant Trustee position:
 - A. Resume of work background, skills, etc.
 - B. Letter of Intent of Applying for the Position
 - C. A second letter stating why the applicant feels they are best suited for the job, listing what strengths that they have to offer, and what is important to them in terms of improving the community.
2. Applicant must submit above materials to the Jefferson Township Office and time stamped by 11:00AM on Monday, November 7, 2016.
3. Trustees reserve the right to contact any applicant if they so desire.
4. Trustees have called a Special meeting as per Resolution 16-95, on Thursday November 10, 2016 at 7:00, to make the Decision on Whom will be appointed.
5. Upon Appointment by the Trustees, the Fiscal officer is required to follow Ohio Revised Code 503.25 for Swearing in and completing any other applicable processes that are required to make official Notification to appropriate responsible parties.