

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

**RESOLUTION NO. 16-04**

**APPOINTING AN OFFICIAL DESIGNEE OF THE JEFFERSON TOWNSHIP ELECTED  
OFFICIALS FOR PURPOSES OF PUBLIC RECORDS TRAINING**

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The Board of Trustees of Jefferson Township, Montgomery County, Ohio met in regular session on the 5th day of January 2016 at 7:00 p.m. at the Township offices, located at One Business Park Drive, Dayton, with the following members present

Roy Mann x    Mary Johnson x    James McGuire x

Trustee Johnson moved for the adoption of the following resolution:

**WHEREAS**, The Ohio Revised Code Section 109.43 that every elected official covered under the Ohio Public Records Act must attend a certified public records training program at least once during each term served, in order to enhance the official's knowledge of the duty to provide access to public records as required under the Ohio Public Records Act, and

**WHEREAS**, The Ohio Revised Code provides that the elected officials may designate an "appropriate designee" for such training, in order to meet the requirements of this provision.

**NOW THEREFORE BE IT RESOLVED** that the Jefferson Township Board of Trustees appoints the Township Administrator and Township Administrative Assistant as the designees of the Jefferson Township Trustees and Fiscal Officer for the purposes of the training requirements in Ohio Revised Code Section 109.43.

Trustee McGuire seconded the motion and the roll was called on the question of its adoption.

**The vote was as follows:**

Roy Mann (yes)    Mary (yes) (yes)    James McGuire (yes)

**Adopted: 5th day of January 2016**

**Attest:**

  
Tracey Edwards, Fiscal Officer

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