

**BOARD OF TRUSTEES
JEFFERSON TOWNSHIP, MONTGOMERY COUNTY, OHIO
RESOLUTION NO. 15-43**

**ADOPTING A NO SMOKING POLICY FOR
ALL JEFFERSON TOWNSHIP BUILDINGS AND PROPERTY**

The Board of Trustees of Jefferson Township, Montgomery County, Ohio met in regular session on the 1st day of September 2015, at 7:00 p.m. at the Township Offices located at One Business Park Drive, with the following members present:

Mary Johnson x Damon Woods x Roy Mann x

Trustee Woods moved for the adoption of the following Resolution:

WHEREAS, The Jefferson Township Board of Trustees recognizes the hazards caused by exposure to environmental tobacco, as well as the life-threatening diseases linked to the smoking of tobacco: and

WHEREAS, The Jefferson Township Board of Trustees wish to provide a smoke free environment for all employees and visitors; and

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson Township Board of Trustees adopt the following No Smoking Policy for property and buildings owned by Jefferson Township:

- The smoking of tobacco, of any kind and in any form, is prohibited in or on any Jefferson Township owned buildings, property, vehicles, or grounds; except in designated areas
- A designated smoking area will be located outside at least ten (10) feet from any building entrance.
- All material used for smoking in this area, including cigarette butts and matches will be extinguished and disposed of in appropriate containers. Supervisors will ensure periodic cleanup of the designated smoking area
- Employees will be informed of this policy through signs posted in all facilities and vehicles, Jefferson Township website, the Human Resource Policy manual, e-mail, and/or orientation and training provided by their supervisor.

FURTHER BE IT RESOLVED, the Township administration is authorized and directed to take any action to implement and enforce this policy including:

- Visitors will be informed of this policy through posted signs, Jefferson Township website, and their hosts.
- Information will be made available for employees who want to quit tobacco by helping them access recommended cessation programs and materials.
- Any violations of this policy will be handled through the standard disciplinary procedure.

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

Mary Johnson (yes) Damon Woods (yes) Roy Mann (yes)

Adopted: September 1, 2015

Attest: _____
Tracey Edwards, Fiscal Officer

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