

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

**RESOLUTION NO 17-060**

**THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES DO HEREBY AUTHORIZE THE ADMINISTRATOR TO HIRE THE BROWN & BILLS GROUP TO PROVIDE ZONING OFFICER SERVICES, ARCHITECTURAL DESIGN, DEVELOPMENT AND PLAN REVIEW SERVICES TO JEFFERSON TOWNSHIP EFFECTIVE 5/1/2017 AS PER THE CONTRACT SPECIFICATION REQUIREMENTS, FOR A PERIOD OF TWELVE (12) MONTHS**

The Board of Trustees of Jefferson Township, Montgomery County, Ohio met in special meeting on the 18<sup>th</sup> day of April 2017 at 7:00 p.m. at the Jefferson Township Administrative Offices located at One Business Park Drive, Dayton, Ohio with the following members present: **Roy Mann** (X) **James McGuire** (X) **Russell Back** (X)

Trustee McGuire moved for the adoption of the resolution.

**WHEREAS**, The Jefferson Township Board of Trustees understand the importance of having a daily Zoning Code Officer at the Administration Office to assist residents and business owners; and

**WHEREAS**, the Jefferson Township Trustees also recognize that the Zoning Administrator position has been vacant since October of 2016;

**WHEREAS**, the Jefferson Township Trustees are committed to providing good service to its residents in a timely manner; and

**WHEREAS**, the Jefferson Township Trustees also want to have the correct skill set of any employee and/or firm to protect its residents, as well as following the Zoning Code; and

**WHEREAS**, the Zoning Officer will also be required to provide oversight and coordination with the Code Enforcement Officer;

**WHEREAS**, the Jefferson Township Trustees want to provide the highest possible service at the most economical way possible to save tax payers money;

**NOW, THEREFORE, BE IT RESOLVED** the Jefferson Township Board of Trustees do hereby authorize the Administrator to hire The Brown & Bills Group to provide Zoning Officer Services, Architectural Design, Development and Plan Review Services to Jefferson Township effective 5/1/2017 as per the contract specification requirements, for a period of twelve (12) months.

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 ) Russell Back ( yes )

Adopted: 18<sup>th</sup> day of April 2017

Roy Mann  
Roy Mann, President

James McGuire  
James McGuire, Vice President

Russell Back  
Russell Back, Trustee

Attest:  
Tracy Edwards  
Tracy Edwards, Fiscal Officer