

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

**RESOLUTION NO. 16-102**

**The Jefferson Township Trustees move to suspend the Jefferson Township Board of Zoning Appeals Meetings that are scheduled for the Months of November and December 2016 due to lack of cases currently in front of the Board**

The Board of Trustees of Jefferson Township, Montgomery County, Ohio met in regular session on the 15th day of November 2016, at the Township Offices located at One Business Park Drive, with the following members present:

**Roy Mann ( X )      James McGuire ( X )      Russell Back ( X )**

Trustee McGuire moved for the adoption of the following Resolution:

**WHEREAS**, the role of the Jefferson Township Board of Trustees is to establish the schedule of meetings for the Board of Zoning Appeals and its members, and

**WHEREAS**, the role of the Zoning Administrator is to provide a direction for the day-to-day operation of Township Zoning Department, within the framework of Standard Operating Guidelines. In absence of that Zoning Administrator, the direction will be provided by the Jefferson Township Board of Trustees until the position is filled.

**WHEREAS**, The Trustees received a letter from Charlene E. Chattams, member of the Board of Zoning Appeals, requesting that the meetings for November and December be cancelled.


**NOW, THEREFORE, BE IT RESOLVED**, that the Jefferson Township Board of Trustees move to suspend the meetings of the Jefferson Township Board of Zoning Appeals until the 2017 Township Schedule is released.

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

**Roy Mann ( YES )   James McGuire ( YES )   Russell Back ( YES )**

**Adopted:      November 15, 2016**

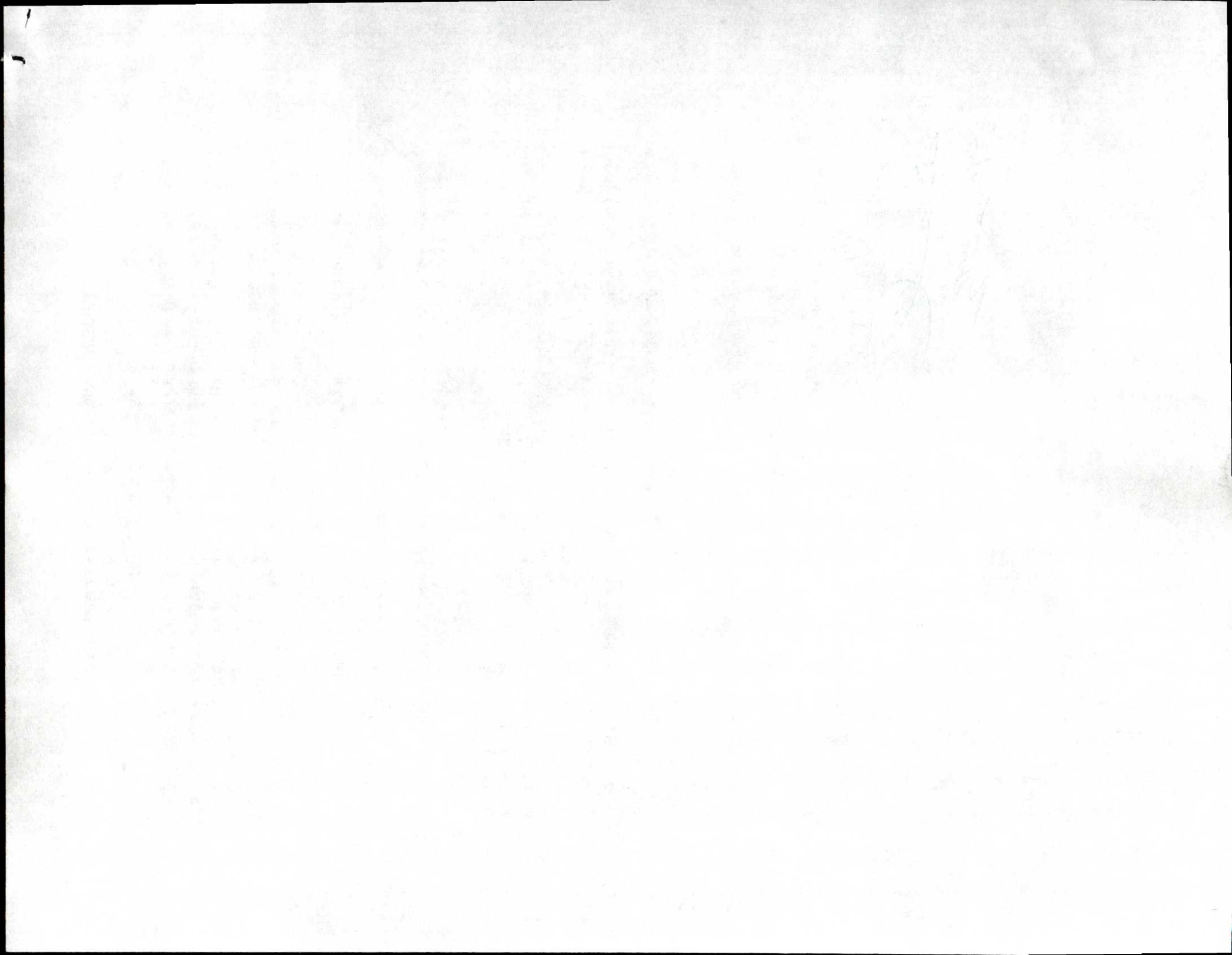
  
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**Roy Mann, President**

  
\_\_\_\_\_  
**James McGuire, Vice President**

  
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**Russell Back, Trustee**

**Attest:**   
\_\_\_\_\_  
**Tracey Edwards, Fiscal Officer**

**RES. 16-102**



November 7, 2016

Jefferson Township Trustees  
Jefferson Township Administrator

RE: Board of Zoning Appeals (BZA) Meetings

It is requested that we do not have any meetings for November and December.  
Since Mr. Payne has resigned, we do not have anyone to ask questions or advice.  
I do not think there are any cases pending for the board.

Respectfully,

*Charlene E Chattams*

Charlene E Chattams  
Member of the BZA

