

RECORD OF PROCEEDINGS

Minutes of Franklin Township

Special Meeting

Held at 2193 Frank Road

August 16, 2017

Chairman Horn opened the special meeting on Wednesday August 16, 2017 at 3:04 pm at location, 2193 Frank Road. This meeting is to discuss accounting.

Chairman Ralph Horn suspended the saying of the pledge.

Vice Chairman John Fleshman seconded this.

Vote taken: John yes, Ralph yes, Don yes.

Roll Call: Fleshman yes, Horn yes, Cook yes.

Also present: Fiscal Officer Lisa Morris, Assistant Fiscal Officer Teresa Rodriguez, temporary employee Jessica Rice, Secretary Erin Crome and Police Chief Smith.

The purpose of this meeting is to discuss petty cash and deposit protocol. John Fleshman starts the meeting by talking about a phone call he made to the County Auditor, a man named Douglas. Petty cash needs to be a separate drawer separate from other funds. The board can set the amount of petty cash on hand, as well as when it should be replenished. Vice Chairman said he would like temporary employee Jessica Rice to take the money to deposit since Erin, Secretary, cannot leave the front window.

A discussion is held about how to deposit money into the bank.

A citizen asks the board why all of a sudden is the Fiscal Officer's job being removed from her office and given to another employee who is not a part of that office. Vice Chairman Fleshman states, that there were a lot of checks left in a previous employee's office. These he felt needed to be deposited immediately. He does not know if there was money missing or if there was a clerical error.

The Citizen asks if nobody noticed that deposits were not being made, Chairman Ralph Horn says, there was someone here to take care of these monies, but that person is no longer here. The citizen makes a point that the Board was her boss and that they should've been the boards responsibility to make sure the money was deposited. Chairman Horn agrees.

A deeper discussion is held about this.

Chairman Horn get everyone back on track, everyone is in agreeance on how things will run for now on.

Teresa Rodriguez brings up a deposit that Vice Chairman John Fleshman and temporary employee Jessica Rice made. The slip did not add up with the paper that was typed. She tries to make the whole board aware of this. Chairman Horn asks to move on, and discuss this after the meeting. Trustee Don Cook says that Teresa had a question about the shortage. She says she does not feel comfortable with putting this into UAN with the number being off. Chairman Horn asks that we move on for the next meeting.

Chairman Ralph Horn motions to adjourn the meeting.

Vice Chairman John Fleshman seconds this.

Vote taken: John yes, Ralph yes, Don yes.

Ralph Horn, Chairman

John Fleshman, Vice-Chairman

Don Cook, Trustee

Lisa Morris, Fiscal Officer