

# RECORD OF PROCEEDINGS

**Minutes of Franklin Township  
Franklin County, Ohio**

**Special Meeting**

**Held at 2193 Frank Road**

**October 3, 2018**

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Chairman Horn called the Special Meeting of the Franklin Township Board of Trustees to order at 8:30 a.m. on October 3, 2018, at 2193 Frank Road.

Horn opened the meeting

Roll Call: Fleshman, yes; Horn, yes, Alex, yes.

*Horn made a motion suspend the Pledge of Allegiance and the approval of any prior meeting minutes. Fleshman seconded the motion. A vote was taken: Fleshman: yes; Horn, yes; Alex, yes.*

Those present for the meeting: Board of Trustees, Assistant Fiscal Officer, Fiscal Officer, Road Superintendent, Police Chief, Police Sergeant, and the Administrative Coordinator.

Purpose of the Meeting: Hiring a moving company to move fireproof file cabinets (from 1963 Harrisburg Pike to 2193 Frank Road) and purchase a new printer for the Fiscal Officer

Horn stated for the record that he will not be personally responsible for the safety of staff going in and out of 1963 Harrisburg Pike since mold has been identified on all floors within the structure.

Fleshman stated that he welcomed this meeting due to his concerns of moving items from 1963 Harrisburg Pike to 2193 Frank Road due to the presence of mold and the possibility of cross-contamination. Fleshman encouraged the Board to work together related to this move particularly since the Fiscal Department moved a vast majority of their office to 2193 Frank Road versus what Fleshman felt was the intent of the Resolution previously approved on September 26, 2018.

The Road Superintendent, Jim Stevens explained that the Fiscal Department needed their entire work stations, scanners, printers, and various items due to the type of work the Fiscal Department is responsible for. Stevens stressed that all business and personal items which have been moved from 1963 Harrisburg Pike to 2193 Frank Road were thoroughly wiped down with anti-bacterial wipes as well as sprayed with Lysol. After Stevens's explanation, Fleshman felt more comfortable knowing the preventative measures were taken concerning cross-contamination.

Horn stated that the Township has paid numerous times to have the fireproof filing cabinets moved and the cabinets were damaged in the first move. Horn said that it makes no sense to keep moving the Fiscal Department back and forth, if there is room then it's best for the Fiscal Department to remain at 2193 Frank Road permanently.

Fleshman asked the Assistant Fiscal Officer, Robyn Watkins, how things were going related to sharing an office with the Fiscal Officer. Ms. Watkins replied that at times it is very challenging especially when there are lengthy phone calls for either party; an ongoing telephone conversation is very distracting. Ms.

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Watkins said she was under the impression that once the police department relocate to their modular building that the Fiscal Officer will move into the old duty room as previously discussed.

Alex recommended that the Township invest in sound-proof headsets for the Fiscal Department to assist in the distraction of telephone calls and/or other conversations or sound.

Fleshman moved for the adoption of the following resolution. Alex seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

**Resolution 18-188**

**BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approves the Administrative Coordinator to contact MVM Moving Co. to move fireproof filing cabinets from 1963 Harrisburg Pike to 2193 Frank Road, not to exceed \$450.00.**

Alex moved for the adoption of the following resolution. Fleshman seconded the motion, the roll was called for its adoption and the vote was as follows: Fleshman, yes; Horn, yes; Alex, yes.

**Resolution 18-189**

**BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio that the Board approved the Fiscal Officer to purchase a printer, not to exceed \$500.00. This is contingent on if the printer in the police department can be utilized effectively in the Fiscal Department.**

*At 9:00 a.m., with no further discussion, Alex made a motion to adjourn the meeting. Horn seconded the motion. A vote was taken: Fleshman, yes; Horn, yes; Alex, yes.*

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Ralph Horn, Chairman

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Lisa Morris, Fiscal Officer or  
Robyn Watkins, Assistant Fiscal Officer

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Aryeh Alex, Vice-Chairman

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John Fleshman, Trustee

*Minutes were taken and typed by: Robyn Watkins  
Minutes approved by Board of Trustees on 10/19/2018*