

## MINUTES OF BOCC EMERGENCY MEETING

**Grant County Board of Commissioners** held an emergency meeting Monday, March 12, 2018. Notice of the Meeting, including agenda, was posted on the first-floor bulletin board and at entrances of the Grant County Courthouse, Medford, Oklahoma, Monday, March 12, 2018 by 11:30 a.m. in accordance with Title 25, §301-314 O.S. Meeting was requested by Assistant District Attorney, Steven Young.

Bobbitt called the meeting to order at 1:00 p.m. After roll call, a quorum was acknowledged. Present were Cindy R. Bobbitt, Patrick J. Ronck, and Max L. Hess. Also present were Penny Dowell, Cindy Pratt, Robyn Rapp, Jennifer Stacy, and A.D.A., Steven Young. Guest present was John Crocker.

Pratt acknowledged the Agenda was properly posted in compliance with the Open Meeting Act.

The floor was opened for discussion of the renovations to the Treasurer's Office, including but not limited to the safety issues. Treasurer, Penny Dowell communicated to the board she is trying to update her office prior to delivery of new furnishings. The carpet in the Treasurer's Office was partially removed to expose the hardwood floors. However, slate flooring was discovered at the entrance of the office. This part of the floor was uneven and was chiseled out to assist with leveling the floor. A.D.A. Young expressed concern for the safety of citizens and employees as there is a drop in the floor when entering the Treasurer's Office. Plywood has now been placed over the exposed flooring to help with this issue. A.D.A. Young advised limited access to the office until the floor issues have been resolved. A.D.A. Young advised placement of signage to limit access to the office. Dowell reported the project had started this past weekend, however, prior to removal of carpet it was unknown that this issue would arise. Dowell reported the floor project should take approximately one week. Dowell reported payment of this project will be from the Resale account. Ronck inquired about an estimate or invoice for the project. A copy of the following documents were provided: Invoice #22 from Crocker Construction, Inc. for \$500.00 in materials and \$3,500.00 for labor. This was one of two invoices. Total of Invoice #1 \$4,000.00, Resale Cash Voucher Claim, and Receiving Report.

Dowell stated that she worked all day Saturday and half a day Sunday to help save the county money. She also stated that Scott Falkenberg was also helping out with the demolition on Saturday Morning. Crocker worked all day Saturday and half a day Sunday on the project removing the carpet and that the \$4000 bill also included approximately \$1000 for cost of slate rock to match the 3' by 4' entrance. However, it was noted that the invoice did not include but \$500 for other materials and that \$3,500 was labor. Dowell stated that the project could be finished for less than an additional \$4000.00. Crocker stated he though the project could be finished for an additional \$2000.00, for a total of \$6,000.00.

Hess questioned the request of funds prior to the completion of work. Bobbitt commented State Statute does not allow payment to a vendor prior to completion of the project and one invoice must be submitted for payment rather than multiple invoices. A.D.A. Young stated the BOCC is not liable for work currently completed as it had not been presented to the board for approval. A.D.A. Young advised the board to suspend work on this project until quotes and purchasing guideline have been properly followed in accordance with the State Purchasing Act and Title 61 O.S. A.D.A. Young stated he would not sign off on the project as presently presented. Bobbitt stated any and all courthouse construction is to be considered by the BOCC. Dowell asked about painting and Bobbitt stated this should also be considered by the BOCC.

With no further action to come before the board, at 1:30 p.m. Ronck moved to adjourn. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

### **Board of County Commissioners – Grant County, OK**

/s/ Cindy R. Bobbitt

/s/ Patrick J. Ronck, Vice-Chairman

/s/ Max L. Hess, Member

/s/ Cindy Pratt, County Clerk (Secretary) – attest