

**NOTICE OF MINUTES
CLASS A OFFICERS MEETING
ALFALFA COUNTY
DECEMBER 08, 2025**

The Alfalfa County Officers met in the Commissioner’s Conference room at 9:30 AM (earlier due to being immediately following the BOCC meeting) with Vice-Chairman Ross calling the regular meeting to order with officers. Johnson, Ross, Mast, Claflin, J. Roach, Miller and Schwerdtfeger present. Visitor: Ken Jordan, Emergency Manger and Erin Metcalf, OSU Ext

As required by Oklahoma State Statutes 1991, Title 25, Section 311, Notice was given of this regularly monthly scheduled meeting by posting the Agenda in the North Entrance and in the County Clerk’s office ~~7:45 AM on November 7, 2025.~~

1:30 PM on December 4, 2025 JZ

Ross called to Meeting to Order

Roll Call – All officers present except M. Roach unable to attend

Acknowledge of Agenda and Statement of Compliance with Open Meeting Act
TO MEET, DISCUSS, AND TAKE POSSIBLE ACTION ON THE FOLLOWING AGENDA ITEMS:

Johnson moved to Approve the Minutes and Claflin seconded. Johnson voted aye, Ross voted aye, Miller voted aye, Mast voted aye, J. Roach voted aye, Claflin vote aye, and Schwerdtfeger voted aye.

Johnson moved to approve the Variance Report and Ross seconded. Johnson voted aye, Ross voted aye, Miller voted aye, Mast voted aye, J. Roach voted aye, Claflin vote aye, and Schwerdtfeger voted aye.

Communication – Risk Assessment – Balance – Communication – Financial with the Bill 841 eliminating property taxes, this was discussed at great length. Risk of not enough description on P O Requests and Receiving Reports. Schwerdtfeger stated write on them so any one can understand them, double check invoice dates, double check the dates of your invoices, remember if it is a blanket, it is not valid until after the Monday the blanket goes through the meeting. There was lots of questions discussed on this risk.

Green Book – Check List for Control Environment and Risk Assessment – completed in July

Update from Officers:

Johnson Dist #1 Commissioner: taking out trees and building roads back

Ross Dist #3 Commissioner: grading roads and fixing road signs that have been damaged.

J. Roach Assessor: business as usual; State Question 841 eliminating some property tax has been causing lots of questions for her association; she went over some numbers if any of the eliminating of property tax happens; she is almost finished with VI; working on new buildings and removed buildings.

Schwerdtfeger County Clerk: has short staff this week and next week; working on six-month bids; end of calendar year; and waiting to enter option period changes after payroll in December.

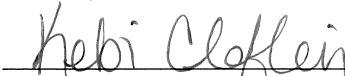
Claflin Treasurer: collecting tax payments; getting the taxes out early really help start this process earlier; and had TSR audit with the third year in a row with no findings


Mast Sheriff: approved for SAFE Grant for \$20,000.00 for comp time; will be receiving the OK Assistance Grant again for \$150,000.00; asked if anyone new who worked on the locks for the north door it was not unlocking; Commissary is up and going; and have started the new food menu that will help save money.

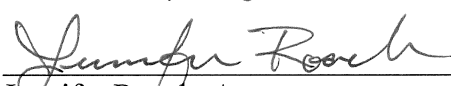
Miller Court Clerk: Juvenile Docket today; Civil Docket on Wednesday; and Judge Eirlert’s docket on Friday


There was no Unforeseen Business

Johnson moved to Adjourn and Ross seconded. Ross voted aye, Johnson voted aye, Mast voted aye, Miller voted aye, J. Roach voted aye, Claflin vote aye, and Schwerdtfeger voted aye.


Kelsi Claflin, Treasurer

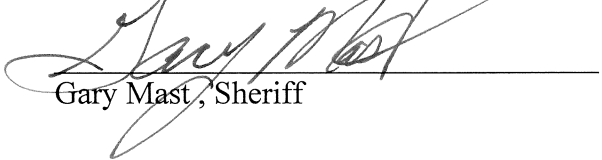

Mike Roach, Chairman


Jennifer Roach, Assessor


Nate Ross, Member


Tammi Miller, Court Clerk


Garret Johnson, Member


Gary Mast, Sheriff

Attest: 
Laneta Schwerdtfeger, County Clerk