

**NOTICE OF MINUTES
CLASS A OFFICERS MEETING
ALFALFA COUNTY**

July 13, 2026

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 Johnson calling the regular meeting to order with officers: M. Roach, Mast, Claflin, and Schwerdtfeger present. Visitor: Sarah Wagner, 911; Erin Metcalf, OSU; and Stephanie Jantz, Election Board

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 11:30 AM on July 9, 2026.

Johnosn called to Meeting to Order

Roll Call – All officers present except Ross, J. Roach, and Miller 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:

Mast moved to Approve the Minutes and M. Roach seconded. Johnson voted aye, M. Roach voted aye, Mast voted aye, Claflin voted aye, and Schwerdtfeger voted aye.

Johnson moved to approve the Variance Report and M. Roach seconded. Johnson voted aye, M. Roach voted aye, Mast voted aye, Claflin voted aye, and Schwerdtfeger voted aye.

Communication – Risk Assessment – Balance – Communication – Schwerdtfeger stated a huge risk in her office was allergies and dust – we dust each week but the filters in the a/c units need to be changed at least once a month. She stated her deputy was having huge issues with allergies and sinuses, she would be having surgery soon and wanted to know if we could work on changing the filters more often (last time they were changed had been over a year) or give us access to the filters to change more often. Another risk was brought up of the parking lines on the north side of the building, people pull in all different ways making it difficult to see when backing out and may cause a wreck was the patron's concern/risk. M. Roach brought up the risk of not being on the same page as all officers for the special meeting on 911. The risk was brought up not knowing what we wanted from the fire departments, EMS, or town/cities. Also Schwerdtfeger and Johnson brought up is this for this current fiscal year, do we need contracts now or where were we on the short fall for FY 26-27.

Green Book – Check List for Control Environment and Risk Assessment – Officers will ~~go over possibly next month~~ *in lengthy detail* *over check list*

Update from Officers:

Johnson Dist #1 Commissioner: grading roads, finished chip & sealing 5th Street and Cemetery Road, and he thanked Dist #2 for the help.

Roach Dist #2 Commissioner: chip & sealing ten miles west on 5th Street, he thanked Dist #1 for the help, and should finish tomorrow on it.

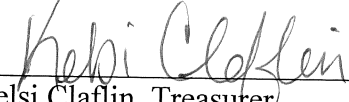
Claflin Treasurer: last week sent out delinquent taxes for 2025, balanced last year and the new year with the County Clerk, and working on finishing up FY 25-26

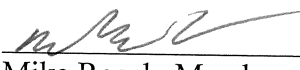
Mast Sheriff: 5th of July in Carmen only had two medical calls, good weekend, Lydia finished victims advocate class, working on senior citizen safety class, and the magnetic lock in the jail is working.

Schwerdtfeger County Clerk: she thanked everyone for being patient with her since her cancer surgery in May, she apologized for getting behind, but she is caught up, please let her know if she has missed something that you requested. She has balance thank you Kelsi with the Treasurer's office, they had a 500 page document come in the first of June and have it indexed, and she is working on the new year.

There was no Unforeseen Business

M. Roach moved to Adjourn Report and Johnson seconded. Johnson voted aye, M. Roach voted aye, Mast voted aye, Claflin voted aye, and Schwerdtfeger voted aye.

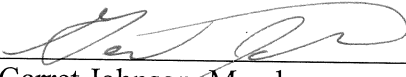

Kelsi Claflin, Treasurer


Mike Roach, Member

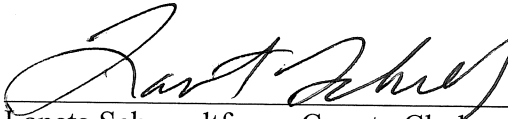
Jennifer Roach, Assessor

Nate Ross, Chairman

Tammi Miller, Court Clerk


Garret Johnson, Member

Gary Mast, Sheriff

Attest: 
Laneta Schwerdtfeger, County Clerk