

NOTICE OF MINUTES
CLASS A OFFICERS MEETING
ALFALFA COUNTY
August 14, 2023

The Alfalfa County Officers met in the Sheriff's Conference room at 10:30 AM with Ross calling the regular meeting to order with officers, Johnson, Miller, J. Roach, and Schwerdtfeger present. Visitors: Darrin Lancaster, EM; and Gary Mast, Under-Sheriff

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 2:50 PM on July 6, 2023.

Ross Called to Meeting to Order

Roll Call – All officers present except Mike Roach and Rick Wallace was 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 Miller seconded. Ross voted aye, Johnson voted aye, J. Roach abstained, Miller voted aye, Claflin voted aye, and Schwerdtfeger voted aye.

Sales Tax Publication – Schwerdtfeger asked if the commissioners had begun to review the Sales Tax, she stated it needed to be submitted to the election board by March, she asked to be included in that to maybe elevate some incorrect dates like there were last publication.

Officer Salary FY 23-24 – officers reviewed the formula and initialed that they had reviewed it.

SEFA – Schwerdtfeger reminded all officers that all federal money received and spent needed to be sent to her so she could put it on the SEFA, she also reminded them that all grants needed to go through the BOC meeting.

Budget – Update - Schwerdtfeger stated that the budget maker would be here on Wednesday.

Update in Handbook – Marijuana, Meals, and Insurance – Ross handed out an example of what CED had added to their handbook over Safety Sensitive and medical marijuana; officer signed the update that they would like to add it; Meals – there was a discussion on meals in the current handbook; Ross went over the federal allowance; there was a discussion to change the current meals and Schwerdtfeger would type it up for the next officer meeting. Insurance – Schwerdtfeger went over the premium increases, Miller asked if any way to continue the dependent coverage, this was discussed. Mast moved to approve the updates in the Handbook for medical marijuana and Johnson seconded. Ross voted aye, Johnson voted aye, J. Roach abstained, Miller voted aye, Claflin voted aye, and Schwerdtfeger voted aye.

Communication – Risk Assessment – will go over next month

Green Book – Check List for Control Environment and Risk Assessment – will go over next month

Update from Officers:

Assessor Roach – public service was down causing Net Assessed Value to go down substantially, this is figured by the State, she went over examples of how this could affect personal taxes and amount going to the schools involved. She stated continuing VI up north of the river and would be looking at commercial property this week.

Court Clerk Miller – accounts receivable letter went out, there was a change November 1st in legislation, Judge Angel had to be in three separate counties this week so not much scheduled this week.

Treasurer Claflin – sent out delinquent 2022 tax statements they will publish next week for two weeks, still having some computer glitches, she requested to be able to update the treasurer's part of the counties website and updating the excess funds to resale. She also stated Diana was going to class to get her accreditation

County Clerk Schwerdtfeger – now taking credit cards, working on finalizing last fiscal year, Heather going to classes and Roberta finishing her accreditation up.

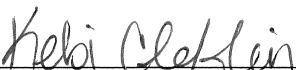
Under-Sheriff Mast – talked to commissioners on meals due to storage, changing menu to save on expenses, comparing prices between OCI, Sysco, and Flower, looking at walk-in freezer to go into alley, hopefully save enough on groceries to pay for the freezer. Also, Mast stated Dist #2 was coming this week to reweld so things in the jail.

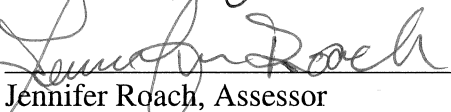
Commissioner Dist #1 Johnson – business as usual, Joe is doing good.

Commissioner Dist #3 Ross – OSU-CTP working on some trend analysis, also helping with some reports from some similar counties.

Emergency Manager Lancaster – learning during this week adjusting safety meetings to better meet courthouse schedules and getting notices out to fairgrounds and election board. Will have on-line courses for employees that missed safety meeting. Lancaster stated he was taking on-line courses to get his certification for EM

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


Kelsi Claflin, Treasurer


Jennifer Roach, Assessor


Tammi Miller, Court Clerk

Rick Wallace, Sheriff

Nate Ross, Chairman


Garret Johnson, Member

Mike Roach, Member

Attest: 
Laneta Schwerdtfeger, County Clerk