

NOTICE OF MINUTES
CLASS A OFFICERS MEETING
ALFALFA COUNTY
September 11, 2023

The Alfalfa County Officers met in the Sheriff's Conference room at 10:30 AM with Garret calling the regular meeting to order with officers, Johnson, Miller, J. Roach, Claflin, and Schwerdtfeger present

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 4:50 PM on September 7, 2023.

Johnson Called to Meeting to Order

Roll Call – All officers present except Mike Roach, Nate Ross, 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:

J. Roach moved to approve the minutes and Miller seconded. Johnson voted aye, J. Roach voted aye, Miller voted aye, Claflin voted aye, and Schwerdtfeger voted aye.

Communication - Risk Assessment – went over risk of mold and smell in Judge's restroom, cause risk of allergies and employees being sick. Risk Assessment of Mileage/Fuel Log – Assessor shared where she gets her mileage log, as she has allowed maintenance supervisor to use their Assessor's pickup to pick up items at Enid, since the courthouse pickup is needing some repairs. J. Roach stated she has created a page to log his mileage on their pickup also.

Green Book – Check List for Control Environment and Risk Assessment – Officers went over the Check List, line by line with good communication for the check list. Claflin moved to approve the Green Book – Check List for Control Environment and Risk Assessment and Miller seconded. Johnson voted aye, J. Roach voted aye, Miller voted aye, Claflin voted aye, and Schwerdtfeger voted aye.

Update from Officers:

Assessor Roach – has completed ¾ of VI; has been served on two tax protest lawsuits; hearing to schedule on October 13th on one of the protest courts at Court of Tax Revisions; have names of Judges thinks it will be held in Tulsa; has call into TASC on solar farm going in the Helena area for ^{Next Era} and has turned values into Excise Board.


Court Clerk Miller – Madison going to DBS in Enid; she is going to CODA; and 25th – 27th KellPro will install new system.

Treasurer Claflin – Diana taking classes; she is going to CODA Breakout this week; she is Tax Roll Correction class end of the month; delinquent taxes are coming in; only sent out real estate but they are also receiving personal property; working with County Clerk on variances and completed it; and working on CD's that are coming due with 2% interest and changing to try to get 4.17 or more interest.

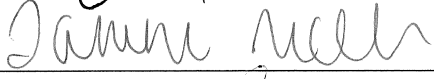
County Clerk Schwerdtfeger – Heather and herself (if good from surgery) going to Land Records Class in a couple of weeks; going to Tax Roll Corrections class that same week; had five huge documents filed; and starting to work on Option Period Dates.


Commissioner Dist #1 Johnson – business as usual, waiting on rain, cutting down of roads being graded due to being so dry, and business as much as possible with dryness.


Johnson moved to Adjourn and Claflin seconded. 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