

NOTICE OF MINUTES
CLASS A OFFICERS MEETING
ALFALFA COUNTY
September 14, 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: Johnson, Claflin, Miller, Mast, and Schwerdtfeger present. Visitor: Sarah Wagner, 911, Stephanie Jantz, Election Board, Erin Metcalf, OSU Ext and Ken Jordan, EM

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 1:15 PM on September 10, 2026.

Johnson called to Meeting to Order

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

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

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

FY 26-27 Officer Salary Calculation – Schwerdtfeger showed them the spreadsheet from the auditors, where she gets the two numbers you fill in and asked for their approval on the spreadsheet. Mast moved to approve the FY 26-27 Officer Salary Calculation and Johnson seconded. Johnson voted aye, Claflin voted aye, Miller voted aye, Mast voted aye, and Schwerdtfeger voted aye.

2027 Holiday, Meeting Schedule, and Payroll Schedule were all discussed, the other holidays with no mail and banks being closed of the difficulty with the confusion of our patrons was discussed also. Meeting Schedules, Payroll Schedules, and all were voted for ten holidays, also days on Thanksgiving and two days (23rd & 24th) for Christmas with officer roll call – Mast yes; Miller yes; Johnson yes; Claflin yes; and Schwerdtfeger yes. Schwerdtfeger moved to approve the 2027 Holiday, Meeting Schedule, and Payroll Schedule and Claflin seconded. Johnson voted aye, Claflin voted aye, Miller voted aye, Mast voted aye, and Schwerdtfeger voted aye.

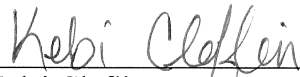
Communication – Risk Assessment – Balance – Sick Leave Donation, handbook states all hours must be exhausted before an employee can donate to another employee; discussed the importance to letting HR know about someone gone for surgery; she thanked them. This was discussed at great length for the benefit of our employees.

Green Book – Check List for Control Environment and Risk Assessment - was done in July

Update from Officers:
Johnson Dist #1 Commissioner: business as usual, hauling rock due to US Gypsum with 3/4” rock closing in November
Claflin Treasurer: publications for delinquent taxes have been sent and Lapsed Appropriations from FY 25-26 to FY 26-27 have been completed
Schwerdtfeger County Clerk: no able to go to CODA, still expecting a grandbaby any time, going to have BOCC and Excise approve Lapsed Appropriation the first of October then FY 25-26 will be closed out, BOCC put on Burn Ban for 14 days, getting ready for Option Period Oct 13-15th, and Air Med is in her office today for renewals.
Miller Court Clerk: going to CODA this week, Drew Cunningham has been sworn in a Special Judge so Judge Angle will be more available here
Mast Sheriff: business as usual and took care of the mold in the men’s jail.

There was no Unforeseen Business

Mast moved to Adjourn and Claflin seconded. Johnson voted aye, Claflin voted aye, Miller voted aye, Mast voted aye, and Schwerdtfeger voted aye.

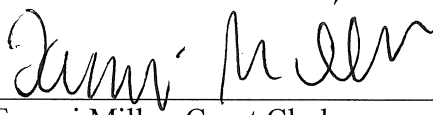

Kelsi Claflin, Treasurer

Mike Roach, Member

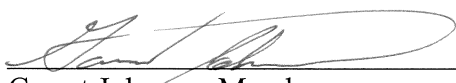
Jennifer Roach, Assessor



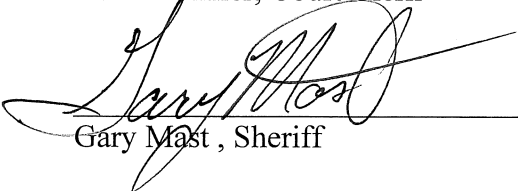
Nate Ross, Chairman



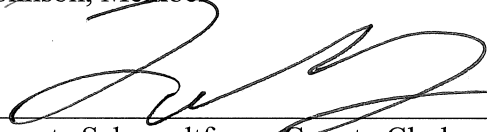
Tammi Miller, Court Clerk



Garret Johnson, Member



Gary Mast, Sheriff

Attest: 

Laneta Schwerdtfeger, County Clerk