

**NOTICE OF MINUTES**  
**CLASS A OFFICERS MEETING**  
**ALFALFA COUNTY**  
January 09, 2023

The Alfalfa County Officers met in the Commissioner's Office at 10:30 AM with Ross calling the regular meeting to order with officers M. Roach, Johnson, Wallace, Miller, J. Roach, Vetter, and Schwerdtfeger present. Visitors: Stephanie Jantz, Election Board; Kelsi Clafin, Treasurer Elect; and Tommy Puffinbarger, OSU Extension

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 5:30 PM on November 9, 2022.

M. Roach Called to Meeting to Order

Roll Call – All officers present

Acknowledge of Agenda and Statement of Compliance with Open Meeting Act

**TO MEET, DISCUSS, AND TAKE POSSIBLE ACTION ON THE FOLLOWING AGENDA ITEMS:**

M Roach moved to approve the Minutes and Johnson seconded. Ross abstained, Johnson voted aye, M. Roach voted aye, J. Roach voted aye, Wallace voted aye, Miller voted aye, Vetter voted aye, and Schwerdtfeger voted aye.

Insurance for 2024 – discussed valuation being lower in 2024 due to salt water disposals and compressors along with lost meters, and wind farms. Miller stated she would love for the county to be able to keep dependent insurance, Ross said he would need to look at numbers, M Roach said everyone had been told it was until December 2023, and Miller asked about if they could us ARPA funds, it was discussed this would just put it off another year.

Revised Meeting Schedule – discussed holding officer meetings immediately following BOC Meetings, Schwerdtfeger apologized for not getting this change in, it was agreed to do them immediately following BOC Meetings and in the Sheriff Conference room to be at a table. Took vote to see if wanted monthly meetings Schwerdtfeger voted yes, Wallace voted yes, Miller voted yes, Vetter voted yes, Ross voted yes and Johnson voted yes. Those voting for quarterly meetings was M. Roach and J. Roach. Majority voted for monthly officer meetings for 2023

Handbook – Schwerdtfeger stated they needed to check out with the state if we could actually pay for meals if not an overnight meeting – she stated she had emailed Cheryl Wilson with the State Auditor's office but no reply yet, she would forward it when she received it. Vetter stated it had always been only paid when stayed the night, Schwerdtfeger stated 10 years ago when she completed all three certifications for her office she drove back and forth and was not paid for meals, J. Roach stated she did not stay the night, Miller stated she was on the Court Clerk Board and they gave her mileage and a peridium from the Association, and J. Roach stated she does not go to Sonic cause they all sit down and learn things from other offices.

Green Book – Check List for Control Environment and Risk Assessment – Officers discussed Risk Assessment for Estimate of Needs; Insurance; IRS meals and uniforms; and Handbook for meals and insurance.

Update from Officers:

Sheriff Wallace - has been off since December 20<sup>th</sup> for surgery, been transporting several last month, repairs to stove in kitchen, install new computers they were all 9 years old, and down in the count on inmates.

Treasurer Vetter – December was a big tax collection, very busy, slowing down, all went well, gearing up for letters for June Resale.

Assessor Roach – mailed post card reminder access farm and business, big business waits to last day before March 15<sup>th</sup>, working on new codes for LandMark, tracking businesses and farmers for new model for protests, she will be a test county to give feedback for software, and had tax roll corrections done.

Court Clerk Miller – gone Friday for Court Clerk meeting, Judge Angel was sworn in for four years, Civil Docket this week, and Kelsi still continuing classes.

County Clerk Schwerdtfeger – County Clerk having a class on legislation to present to Legislators, entering new tax riders and insurance amounts, will try to get new pay amounts out with W-2's end of the week, and she is continuing taking classes over for Accreditation that she had Certification on all three section 10 years ago.


Commissioner Dist #1 Johnson – first week good so far with good feedback

Commissioner Dist #2 M. Roach – had to leave meeting earlier  
Commissioner Dist #3 Ross – wants to talk to each elected official sometime, Schwerdtfeger said thank you this was very appreciated, he stated stepping in as chairman may be over-whelming but he would do the best he could, please be patient and let him know if he can do anything.

OSU Extension Puffinbarger – just had Civil Rights Audit and Financial Audit, he discussed the method on both Election Board Secretary Jantz – March elections have the ballots for them by end of next week, filing was in April for April elections, and training for new precinct officials.

J. Roach moved to Adjourn and Miller seconded. Ross voted aye, Johnson voted aye, M. Roach voted aye, J. Roach voted aye, Wallace voted aye, Miller voted aye, Vetter voted aye, and Schwerdtfeger voted aye.

Valerie Vetter, Treasurer

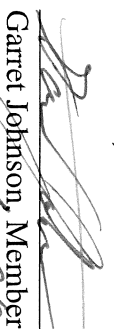


Jennifer Roach, Assessor



Tammi Miller, Court Clerk

Nate Ross, Chairman



Garnet Johnson, Member

Mike Roach, Member

Attest: 

Laneta Schwerdtfeger, County Clerk

Rick Wallace, Sheriff