

Town of Buffalo
Minutes of Regular Board Meeting
August 12, 2026

The annual notice of the regular meetings of the Town of Buffalo Board of Trustees having been filed with the town clerk-treasurer of the Town of Buffalo on or before December 15, 2025 and the agenda for this regular meeting having been posted more than 24 hours prior to the starting time of this meeting as required by the Oklahoma Open Meeting Act, the Board of Trustees met for a regular meeting at 5:00 p.m. at the High Plains RC&D Building, 818 N. Hoy Street, Buffalo, Oklahoma.

Present: Paul McLain, Mayor; Coleton Russell, Vice Mayor; Clayton Drew, Trustee; Jake Collier, Trustee; Brock Jordan, Trustee; Linda Johnson, Clerk-Treasurer

The meeting was called to order at 5:06 p.m. by the Mayor. A quorum was present.

Discussion with Best Foot Forward Parks & Recreation Committee & possible action regarding park maintenance.

Discussion was held regarding applying for grants to benefit the parks and park maintenance issues.

Discussion & possible action to select a project and approve applying for a Rural Economic Action Plan (REAP) Grant for that project and authorize the mayor and town clerk-treasurer to execute all necessary or appropriate documents to apply for the grant and accept and administer the grant if awarded.

McLain, seconded by Jordan, made the motion to approve applying for a Rural Economic Action Plan (REAP) Grant for park improvements in the amount of \$100,000 and authorize the mayor and town clerk-treasurer to execute all necessary or appropriate documents to apply for the grant and accept and administer the grant if awarded. The vote was McLain, aye; Jordan, aye; Collier, aye; Russell, aye; and Drew, aye.

Discussion & possible action approving the items on the Consent Agenda.

1. **Discussion & possible action to approve the minutes of the July 8, 2026 regular meeting and the July 15, 2026 special meeting.**
2. **Discussion & possible action to review and approve payment of purchase orders for FY26 General Fund #5365, 5375, 5381 in the total amount of \$6,443.13; FY26 Golf Course Fund #1038 in the total amount of \$56.17; Fireman's Fund #270-271 in the total amount of \$1,255.38; FY27 General Fund #5341, 5346-5364, 5366-5374, 5376-5380, 5382-5385 in the total amount of \$16,702.44; FY27 Golf Course Fund #1040-1050 in the total amount of \$7,448.67; Airport Grant #68-69 in the total amount of \$31,106.00.**
3. **Discussion & possible action to approve a cemetery deed for Wade Headlee, Block 1, Lot 6, Space 3, High Point Cemetery.**

4. **Discussion & possible action to approve a cemetery deed for Lester Knott, Block 1, Lot 7, Space 3, High Point Cemetery.**
5. **Discussion & possible action to approve a cemetery deed for Glenna M. Mattheyer, Block 14, Lot 13, Spaces 1 & 2, High Point Cemetery.**
6. **Discussion & possible action to approve a cemetery deed for Brian & Jane Bowles, Block 14, Lot 10, Spaces 1, 2 & 3, High Point Cemetery.**

McLain, seconded by Jordan, made the motion to approve all of the items on the Consent Agenda except FY27 General Fund purchase order #5341 in the amount of \$500 making the new total approved \$16,202.44 instead of \$16,702.44. The vote was McLain, aye; Russell, aye; Drew, aye; Jordan, aye; and Collier, aye

Discussion & possible action to award the bid and approve the Notice of Contract Award for Community Development Block Grant (CDBG) Street Improvements Project #19760 CDBG 25 to Stan's Asphalt & Construction, Inc. in the amount of \$499,420 and to approve Change Order #1 removing certain streets from the contract's scope of work and reducing the amount of the contract by \$182,861 making the contract award \$316,559.

McLain, seconded by Collier, made the motion to award the bid and approve the Notice of Contract Award for Community Development Block Grant (CDBG) Street Improvements Project #19760 CDBG 25 to Stan's Asphalt & Construction, Inc. in the amount of \$499,420 and to approve Change Order #1 removing certain streets from the contract's scope of work and reducing the amount of the contract by \$182,861 making the contract award \$316,559 due to the bid being over the CDBG construction budget amount. The vote was McLain, aye; Collier, aye; Drew, aye; Russell, aye; and Jordan, aye.

Discussion & possible action to accept the Buffalo Municipal Airport Apron Rehabilitation/Reconstruction Project as complete & authorizing execution of the closeout documents.

McLain, seconded by Jordan, made the motion to accept the Buffalo Municipal Airport Apron Rehabilitation/Reconstruction Project as complete & authorizing execution of the closeout documents. The vote was McLain, aye; Jordan, aye; Drew, aye; Collier, aye; and Russell, aye.

Discussion & possible action to approve applying for a John Henry Eldred Jr. Foundation library grant in an amount up to \$5,000 and authorize the mayor and town clerk-treasurer to execute all necessary or appropriate documents to apply for the grant and accept and administer the grant if awarded.

McLain, seconded by Russell, made the motion to approve applying for a John Henry Eldred Jr. Foundation library grant in an amount up to \$5,000 and authorize the mayor and town clerk-treasurer to execute all necessary or appropriate documents to apply for the grant and accept and administer the grant if awarded. The vote was McLain, aye; Russell, aye; Jordan, aye; Drew, aye; and Collier, aye.

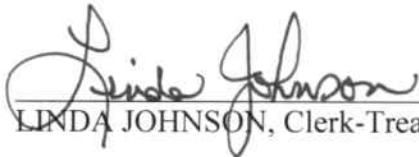
Discussion & possible action to review the Representative Community Property Maintenance Assessment prepared by Henry Code Compliance, LLC.

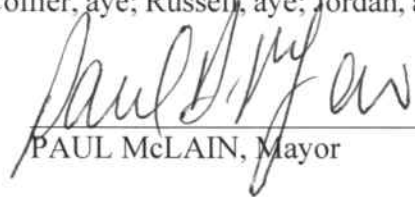
Discussion only. No action was taken.

Appearances from the audience and/or remarks from the members of the governing body on which no discussion can occur or action can be taken.

There were no appearances from the audience or remarks from the members of the governing body.

There being no further business, McLain, seconded by Russell, made the motion to adjourn the meeting at 6:01 p.m. The vote was McLain, aye; Collier, aye; Russell, aye; Jordan, aye; and Drew, aye.


LINDA JOHNSON, Clerk-Treasurer


PAUL McLAIN, Mayor