

ORDINANCE NO. 448

AN ORDINANCE AMENDING TITLE 17, UTILITIES, BY AMENDING CHAPTER 1, GENERAL PROVISIONS, BY ADDING SECTION 17-104, ADMINISTRATION, TO THE BUFFALO TOWN CODE WHICH SHALL READ AS SPECIFIED IN THIS ORDINANCE; ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR REPEALER AND SEVERABILITY

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUFFALO, OKLAHOMA:

ORDINANCE

SECTION 1. That Title 17, Utilities, Chapter 1, General Provisions, of the Buffalo Town Code, is hereby amended by adding Section 17-104, Administration, which shall read as follows:

(A) Application for service. Each individual requesting utility services shall first complete and submit a Utility Service Contract Application to the town clerk-treasurer.

(B) Identification requirements. Each individual requesting utility services must be at least eighteen (18) years of age and must provide a valid government-issued photo identification and a lease or rental agreement for non-owners or an abstract or deed for owners.

(C) Denial of application for service. Utility service shall not be granted to any potential customer who has an outstanding balance due to the Buffalo Public Works Authority from a previous service until all delinquent account(s) are paid in full or resolved to the satisfaction of the Authority.

(D) Utility Deposits. Each individual approved to receive utility services must pay a deposit that shall be paid in full at the time the application is approved prior to utilities being activated. For owner occupied residences the deposit shall be \$150.00 and for non-owner-occupied residences the deposit shall be \$250.00.

(E) Billing Cycle. Utility bills are mailed on or around the 27th of each month. Each utility customer must pay their month's bill on or before the due date even if they do not receive their bill in the mail.

(F) Past Due. Utility bills must be paid on or before the 10th of each month. There will be a 10% late fee assessed to accounts with unpaid balances after the 10th at 4:00 pm.

(G) Disconnect Notices. Disconnect notices will be issued for each utility account with unpaid past due balances on the 17th of each month or the next business day after the 17th of each month. Disconnect notices will specify the delinquent amount due and the date that services will be cut-off if the delinquent amount due remains unpaid.

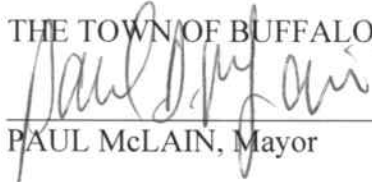
(H) Disconnect Procedures. Delinquent accounts shall be processed for disconnection of service on the date listed on the disconnection notice. If payment is not received by the clerk-treasurer before the disconnection date and time stated on the notice, service will be disconnected without further notice. Payments made in the drop box or online after disconnect date and time will be processed the next business day. Late fees will still apply to these accounts. Once a disconnection notice has been generated for an account, no fees or penalties will be removed or waived. Utility service will not be resumed until the delinquent account balance due, including a late fee of \$50.00, has been paid in full.

SECTION 2. EFFECTIVE DATE. The effective date of this ordinance shall be July 13, 2026.

SECTION 3. REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. SEVERABILITY. If any section, sentence, clause or portion of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

PASSED AND APPROVED by the Mayor and Board of Trustees of the Town of Buffalo, Oklahoma, on the 10th day of June, 2026.

THE TOWN OF BUFFALO, OKLAHOMA


PAUL McLAIN, Mayor

ATTEST:



LINDA JOHNSON, Town Clerk-Treasurer

