

**TOWN OF BUFFALO**  
**CONSENT AGENDA**  
**June 5, 2024 at 5:00 p.m.**

**These items are placed on the Consent Agenda so that members of the Board of Trustees, by unanimous consent, can approve routine agenda items by one motion. If any item proposed on the Consent Agenda does not meet with approval of all Board members, or members of the audience wish to discuss a proposed item with the Board, that item will be removed and heard in regular order.**

- 1. Discussion & possible action to approve the minutes of the May 8, 2023 regular meeting**
- 2. Discussion & possible action to review and approve payment of purchase orders for General Fund #1424-1425, 1428-1445 in the total amount of \$29,137.67; Golf Course Fund #888-894 in the total amount of \$6,566.13; Fireman's Fund #225-226 in the total amount of \$801.69; Library Grant Fund #269-271 in the total amount of \$1,056.40.**
- 3. Discussion & possible action approving an agreement in an amount not to exceed \$12,500 with RS Meacham CPA's & Advisors to perform the audit preparation for the fiscal year 2023-24.**
- 4. Discussion & possible action of renewing the Workers' Compensation coverage provided by Oklahoma Municipal Assurance Group in the amount of \$8,950 and using the Town's escrow balance of \$296.00 as a credit against and to reduce the amount of the renewal premium.**
- 5. Discussion & possible action approving the renewal of the agreement for website maintenance with Kayla Williams at the rate of \$75.00 per month effective July 1, 2024 for fiscal year 2024-25.**
- 6. Discussion & possible action approving the renewal of the agreement with Darla Young CPA, P.C. to provide monthly payroll processing at a cost of \$150 per month; prepare quarterly reports at a cost of \$190 per quarter; and perform various other services at rates as specified in the agreement effective July 1, 2024 for fiscal year 2024-25.**
- 7. Discussion & possible action approving the renewal of the lease agreement with Harper County Community Hospital at the rate of \$1,040.67 per month effective July 1, 2024 for the property located at 610 N. Hoy for fiscal year 2024-25.**
- 8. Discussion & possible action approving the contract for professional services (municipal judge) with Careylyn Guthrie at the rate of \$500 for each court session over which she presides effective July 1, 2024 for fiscal year 2024-25.**

- 9. Discussion & possible action approving the renewal of the contract for legal services with Katherine Bolles at the rate of \$60 per hour effective July 1, 2024 for fiscal year 2024-25.**
- 10. Discussion & possible action approving the renewal of the lease agreement with Jon Thomas dba Jon's Custom Remodeling at the rate of \$350.00 per month effective July 1, 2024 for the property located at 102 E. Turner for fiscal year 2024-25.**
- 11. Discussion & possible action approving the renewal of the contract for cost control and debt collection with RS2 Solution, LLC effective July 1, 2024 for fiscal year 2024-25.**
- 12. Discussion & possible action approving an agreement in an amount not to exceed \$11,500 with Jana A. Walker, CPA for audit services for the year ended June 30, 2024.**