

OLDEST TOWN  
IN WEST VIRGINIA  
BETWEEN CHARLESTON  
AND POINT PLEASANT  
FOUNDED IN 1837

**Town of Buffalo**  
P.O. BOX 307  
BUFFALO, WEST VIRGINIA 25033  
OFFICE OF THE TOWN RECORDER

HOME OF  
HISTORIC  
BUFFALO ACADEMY  
ERECTED 1849



October 10, 2017 Special Town Council Meeting

The meeting was called to order by Mayor Dave Melton at 7:00pm.

Council Members present: Barbara Reed, Billy Whittington, Jenny Leighton, Leah Higginbotham and Alisa Scott. A Quorum is present.

Barbara Reed motioned that Leah Higginbotham be made temporary recorder, Jenny Leighton Second, motion carried unanimously.  
Council voted all in favor for a" title readings only" for both readings of ordinances.

Third Reading Title Only of "AN ORDINANCE AMENDING ARTICLE 931.03(d) MAINTENANCE PREMISS TO INCLUDE THE AUTHORITY O THE TOWN TO FILE a NOTICE OF LIEN FORVIOLATIONS (S) OF THIS ARTICLE."  
Billy Whittington motion to approve, Jenny Leighton second, motion carried.

Third Reading Title Only of "AN ORDINANCE AMENDING ORDINANCE ESTABLISHING THE TOWN OF BUFFALO DILAPIDATED AND ABANDONED BUILDING ENORCEMENT AGENCY IN ACCORDANCE WITH WEST VIRGINIA CODE AS AMENDED TO INCLUDE THE AUTHORITY OF THE TOWN TO FILE A NOTICE OF LIEN FOR VIOLATION(S) OF THIS ORDINANCE."  
Jenny Leighton motion to approve, Barbara Reed second, motion carried.

Recessed for Executive Session at 7:05pm to interview Andrew Coulson for the Recorder/ Treasurer/ Biling Clerk position.

Special meeting was back in session at 8:20pm.

Alisa Scott motioned to hire Andrew Coulson for the recorder/ treasurer/ billing clerk position for the duration of the current term of office, Barbara Reed second, motion carried unanimously.

The salary for the position will be \$1525.00 for a 3 month probationary period at which council will at that time decide whether to increase.  
Alisa Scott made motion, Billy Whittington second, motion carried unanimously.

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Barbara Reed notified Andrew Coulson of the council's appointment for recorder/ treasurer/ billing clerk and that salary was to be held for a 90 day period and revisited once the period ended.

Andrew Coulson agreed to the terms.

Mayor told Andrew Coulson that a swearing in and an administering of an oath of office is required, and to contact Brian Woods to set up the appointment.

Meeting Adjourned at 8:40pm.

*Paul D. Melton*

Mayor

*Andrew Coulson*

Recorder