

TOWN OF HOCHATOWN
REGULAR MEETING OF THE BOARD OF TRUSTEES

September 4th, 2025, at 9:00 a.m.

Hocha Town Hall - 101 Rock Oak Lane - Hochatown, OK 74728

MEETING MINUTES

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to amendment, including additions and or deletions. This rule will apply to every individual agenda item without exception, and without providing the same amendment language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to staff, attorney or to the recommending Board, Commission or Committee.

1. Call to Order.

Who ordered: Mayor Chad Sargent

Time: 9:00 a.m.

2. Roll Call of Board of Trustees.

Trustee Name	Present	Absent
Howard Haggard	Y	
Dian Jordan	Y	
Todd McDaniel	Y	
Chad Sargent	Y	
Brenda Walters	Y	

A quorum was present.

3. Pledge to the Flag.

Led by Trustee Howard Haggard.

4. Opening Prayer.

Led by Trustee Howard Haggard

5. Recognition of Guests.

Mayor Chad Sargent recognized the guests and thanked them for their attendance.

- 6. Public Comment:** *Audience may address the Board in accordance with the Rules and Procedures set forth in Hochatown Resolution No. 10.*

There were no requests to address the board.

- 7. Consent Docket:** *The following items are considered routine by the Board of Trustees and will be enacted with one motion. Discussion desired on any item, that item will be removed from the Consent Docket and considered separately.*

- a. Approval of the August 25th, 2025, Special Meeting Minutes.
- b. Approval of the August 8th, 2025, Special Meeting Minutes.
- c. Approval of the August 6th, 2025, Regular Meeting Minutes.
- d. Approval of Payment of Claims.

- 8. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding items removed from the Consent Docket.**

Motion: To approve Consent Docket.

By: Dian Jordan

Second: Chad Sargent

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

- 9. Treasurer's Report.**

Town Clerk/Treasurer Julie Arrieta presented the report for August 2025. Granicus receipts totaled \$297,168.77. Sales tax collections were \$532,593.28, reflecting a 56% increase month-over-month and a 25% increase from the prior year. The Town also received a Choctaw deposit of \$20,500 and accrued \$20,788.12 in interest. Total income for the month was \$1,005,968.05, with net income after debts of \$763,276.23. Licensing activity included 63 first-time licenses and 518 renewals in August.

Motion: To accept the Treasurer's Report.

By: Chad Sargent

Second: Dian Jordan

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

10. Town Administrator's Monthly Report.

Town Administrator Adam Vossen reported on ongoing infrastructure and community projects. He noted that the bid opening for Camp Ranch Road was held on August 21, and a letter of recommendation was received from engineers for consideration later in the meeting. An open house for the Choctaw Hills subdivision road project was held, with nine property owners in attendance. Designs for a drainage structure at the end of Chinook have been returned and will be part of a separate project. The Town has conducted significant right-of-way clearing, sign installation, and ditch work across multiple roads, including Dogwood Bend and Oak Trail. The Pine Hills drainage project, originally bid at \$47,000, was re-bid and completed for \$25,000.

Vossen also reported on Planning Commission activities, including discussions on food truck permitting, alcohol-oriented business license fees, and establishing road design standards for major, minor, and residential roads. Work is continuing with engineers on cul-de-sac standards and rezoning assessments. Updates were provided on several grant opportunities, including the \$100,000 OWRB REAP grant, which is awaiting a revised waste load allocation to be approved before funds can be released. He also shared that comprehensive plan focus groups were recently held with strong community turnout and productive discussions.

11. Town Department Head's Reports.

a. Police Chief

Police Chief Chris Williamson was unable to attend the meeting as he was in Oklahoma City accompanying officers for their physical and psychological evaluations.

b. Fire Chief

Fire Chief Cody Gilbert reported that three firefighters had completed their physicals and were ready to begin work. A fourth firefighter was scheduled for the following week. Background checks were

nearly complete, and equipment fittings were scheduled to take place shortly after the new hires arrived. The department also received confirmation that new fire apparatus was being finalized in Dallas and would be delivered soon. Chief Gilbert noted that while the new hires may initially shadow and train before taking calls, the department expected to be fully staffed and operational in the coming week.

c. Douglas Copeland

Douglas “Skip” Copeland provided updates on public information and development. He reported strong engagement with residents through online inquiries and public communications and highlighted recent improvements to the Town’s website to make forms and information more accessible. On the development side, Copeland noted continued coordination with ODOT on design and permitting, updates on wastewater permitting and land acquisition, and early discussions with the U.S. Forest Service about recreational trail development. He emphasized that regional partners and stakeholders were supportive of Hochatown’s efforts and that momentum was building toward establishing new trails.

12. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) to adopt Resolution No. 2025-13: A RESOLUTION OF THE TOWN OF HOCHATOWN, OKLAHOMA, ESTABLISHING THE MUNICIPAL COURT PURSUANT TO TITLE 1, SECTION 10 OF THE HOCHATOWN CODE OF ORDINANCES; APPOINTING THE TOWN CLERK AS ACTING COURT CLERK; ADOPTING COURT RULES GOVERNING THE PROCEDURES AND PRACTICES OF THE MUNICIPAL COURT; ADOPTING A FEE SCHEDULE ESTABLISHING MAXIMUM FINES; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion: To adopt Resolution No. 2025-13

By: Brenda Walters

Second: Dian Jordan

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

13. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the creation of a Board of Adjustment for the Town of Hochatown.

Motion: To create the Town of Hochatown Board of Adjustment.

By: Brenda Walters

Second: Dian Jordan

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

14. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the appointment of five (5) members to serve on the Town of Hochatown Board of Adjustment.

Motion: To take no action.

By: Chad Sargent

Second: Howard Haggard

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

15. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the assignment of a pay range for the new administrative staff position authorized at the July 9th, 2025 meeting.

Motion: To approve a pay range of \$18.00-\$25.00 per hour for the new administrative staff position.

By: Howard Haggard

Second: Brenda Walters

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

- 16. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) regarding a request from the Oklahoma Department of Transportation (ODOT) to provide a summary report on Hochatown Office Hours at the September Board of Trustees meeting.**

ODOT was not present.

Motion: To take no action.

By: Howard Haggard

Second: Chad Sargent

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

- 17. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) of the opening, review, selection, rejection and/or awarding of bids submitted for the Camp Ranch asphalt paving project.**

Discussion:

Bid tabulation reviewed. Staff and engineers recommended awarding to **Tri-State Asphalt** (Alternate C – 8” pavement + Base Bid) for \$1,128,164.78.

Motion: To award the Camp Ranch Road asphalt paving project to Tri-State Asphalt.

By: Howard Haggard

Second: Dian Jordan

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

18. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) regarding a proclamation designating the first Saturday in October as Ol' Timer's Day in the Town of Hochatown.

Motion: To approve a proclamation designating the first Saturday in October as Ol' Timer's Day in the Town of Hochatown.

By: Dian Jordan

Second: Brenda Walters

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

19. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding renewal of the Town of Hochatown's Granicus subscription for the period October 1, 2025 – September 30, 2026, in the amount of \$264,107.25, and authorization for execution of the renewal proposal (Order #Q-442618).

Motion: To renew the Town of Hochatown's Granicus subscription for October 1, 2025 – September 30, 2026 in the amount of \$264,107.25

By: Dian Jordan

Second: Brenda Walters

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y

Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

20. Discussion, consideration and possible action to approve Resolution No. 2025-14: A RESOLUTION OF THE TOWN OF HOCHATOWN, RECOGNIZING CERTAIN ROADS WITHIN THE MUNICIPAL BOUNDARIES OF THE TOWN OF HOCHATOWN AS PUBLIC ROADS, AND AUTHORIZING THE MAINTENANCE OF SUCH ROADS BY THE TOWN OF HOCHATOWN.

Motion: To adopt Resolution No. 2025-14.

By: Dian Jordan

Second: Chad Sargent

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

21. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) to convene into Executive Session pursuant to Title 25 of Oklahoma Statute, § 307(B)(1), for the purpose of discussing the purchase or appraisal of real property for the Town of Hochatown.

Motion: To convene into Executive Session.

By: Howard Haggard

Second: Brenda Walters

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

Time: 9:34 a.m.

22. Discussion and possible action (approval, rejection, amendment, and/or postponement) to reconvene in open session.

Motion: To reconvene into Open Session.

By: Howard Haggard

Second: Dian Jordan

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

Time: 10:43 a.m.

23. Statement of executive session minutes.

The Board took no action.

24. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) on any discussion from Executive Session.

Motion: To authorize Town Administrator Adam Vossen to order an appraisal on the Vojai Reed property at One Hochatown Place.

By: Brenda Walters

Second: Dian Jordan

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y

Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

25. New Business: any matter not known or which could not have been reasonably foreseen prior to the time of posting the agenda.

No new business was introduced.

26. Discussion, consideration and possible action to adjourn.

Motion: To adjourn.

By: Howard Haggard

Second: Dian Jordan

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

Time: 11:53 a.m.



Howard Haggard, Trustee



Dian Jordan, Trustee



Todd McDaniel, Trustee



Chad Sargent, Mayor



Brenda Walters, Trustee

Attest:



Julie Arrieta, Town Clerk

