

**TOWN OF HOCHATOWN
REGULAR MEETING OF THE BOARD OF TRUSTEES**

January 10, 2023, at 5 p.m.

Chapel of the Pines

9276 U.S. Highway 259

Hochatown, OK 74728

TRUSTEE MEETING MINUTES

1. Call to Order.

Who Ordered: Chad Sargent

Time: 5:24pm

2. Roll Call of Interim Presiding Officers.

Name	Present	Absent
Chad Sargent	Y	
Dian Jordan	Y	

3. Approval of the December 20, 2022, Special Election Minutes.

Corrections Noted: None

Motion: To approve the December 20, 2022 Special Election Minutes.

By: Dian Jordan

Second: Chad Sargent

Roll Call Vote

Name	Present	Absent
Chad Sargent	Y	
Dian Jordan	Y	

Motion carried for the December 20, 2022 Special Election Minutes to be approved.

4. Oaths of Office of Elected Trustees.

Oaths of Office were distributed to the Elected Trustees, Treasurer and Town Clerk and signed by each. Oaths were administered to Elected Trustees and Treasurer by Helen Harden, Notary; and oath administered to Town Clerk by Rhonda Reed, Notary.

5. Roll Call of Elected Trustees.

Trustee Name	Present	Absent
Janet Cress	Y	
Howard Haggard	Y	
Dian Jordan	Y	
Todd McDaniel	Y	
Chad Sargent	Y	

A Quorum was present.

6. Nomination and Election of Mayor.

Chad Sargent called for nominations for Mayor of Hochatown.

Nomination: Dian Jordan

By: Howard Haggard

Second: Chad Sargent

No further nominations were offered.

Nominee Name	Accept?
Dian Jordan	Y

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The nomination was approved for Dian Jordan to become Mayor.

7. Presentation by Hilborne & Weidman regarding general overview of revenue options, including but not limited to Public Trusts, Bonds, TIFs.

Brief Description:

John Weidman of Hilborne & Weidman explained that in order for a town to become indebted, a Public Trust must be created. The Town can ‘pay as you go’ – in which there would be payment for projects once there are sufficient funds available to spend, which could significantly delay projects. At that time, increased inflation and interest rates are a

consideration. He also explained that GO Bonds, ad lorum taxes would also be a consideration.

There was a brief discussion among the Trustees regarding the need for a Tax Subcommittee to further review and consider Public Trusts, Bonds and TIFs.

Motion: To form a Tax Subcommittee

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The motion carried to form a Tax Committee.

There was a brief discussion among the Trustees regarding the need for a Chair and members of the Tax Committee.

Motion: To nominate Janet Cress as Chair of the Tax Committee.

By: Chad Sargent

Second: Howard Haggard

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The motion carried for Janet Cress to Chair the Tax Subcommittee.

There was a brief discussion among the Trustees regarding an additional Tax Subcommittee member. It was agreed that Dian Jordan would serve on the Tax Subcommittee.

8. Discussion Only on the topic of Use Tax.

Discussion Notes:

Discussion regarding Use Tax values and the need for a sales tax election prior to setting a use tax.

Motion: Subject of Use Tax to be sent to the Tax Subcommittee for further review.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The motion carried for the subject of Use Tax to be sent to the Tax Subcommittee,

9. Discussion Only of Lodging Tax.

Discussion Notes:

Brief discussion to send the subject of Lodging Tax to the Tax Subcommittee for further review.

Motion: Lodging Tax to be sent to Tax Subcommittee for further review.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y

Chad Sargent	Y
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The motion carried for the subject of Lodging Tax to be sent to the Tax Subcommittee.

10. Treasurer's Report, if any.

Brief Description:

Charles Ward gave a verbal report regarding Hochatown's current zero income status and it's current liability of a \$30 publication bill. Charles will pay this bill for Hochatown, to be reimbursed later.

Motion: To accept the Treasurer's Report.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The motion carried to accept the Treasurer's Report.

11. Discussion, Consideration, and Possible Action to set the amount of the performance bond required for the City Treasurer, pursuant to Title 11, Section 8-105 of the Oklahoma Statutes.

Discussion Notes:

Charles Ward explained that the municipal treasurer must be bonded in an amount set by trustees, with \$10,000 as the average. He further explained that Oklahoma statute requires municipal treasurers to be bonded quickly, so he has been bonded for \$10,000 at a cost of \$100. As the Town of Hochatown has no funds, Charles has paid for this bond and it is reimbursable in the future, and the bond requires trustee signatures. Charles also noted that if \$10,000 is not adequate, the amount can be adjusted.

Motion: To accept the \$10,000 bond on Charles Ward as Treasurer.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The motion carried to accept the \$10,000 bond on Charles Ward as Treasurer

12. Discussion, Consideration, and Possible Action to establish bank account.

Discussion Notes:

There was a brief discussion regarding bank requirements:

- Bank should be within Hochatown boundaries.
- Online services with paid check verification. It was noted that First Bank has this service.
- Scan deposit service.
- Double verification service.

There was a discussion regarding the need to form a Finance Subcommittee to further review bank requirements and options.

Motion: To form a Finance Subcommittee.

By: Harold Haggard

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The motion carried to form a Finance Subcommittee.

Nomination: Howard Haggard as member chair of Finance Subcommittee.

By: Todd McDaniel

Second: Chad Sargent

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The nomination was approved for Howard Haggard to Chair the Finance Subcommittee.

Nomination: Chad Sargent as member of Finance Subcommittee.

By: Todd McDaniel

Second: Howard Haggard

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The nomination was approved for Chad Sargent to be a member of the Finance Subcommittee.

13. Discussion, Consideration, and Possible action to set Town Hall location for purposes of mail and office space at 9983 N US Hwy 259, Broken Bow OK 74728.

Discussion Notes:

Dian Jordan: Voiija Reed has offered office space at 9983 N. US Hwy 259, Ste A, in Hochatown to the Town of Hochatown rent free for one year. She and the Board of Trustees thanked Mrs. Reed for her generosity.

Motion: To accept the offer of 9983 N US Hwy 259, Ste A, in Hochatown, rent free for one year, as the official office of Hochatown.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried to accept the offer of 9983 N US Hwy 259, Ste A, in Hochatown, rent free for one year, as the official office of Hochatown.

14. Discussion, Consideration, and Possible action to set location for storage of municipal records.

Discussion Notes:

Brief discussion on what the requirements should be.

Motion: To take no action on this item.

By: Todd McDaniel

Second: Chad Sargent

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried to take no action taken on municipal records storage.

15. Discussion Only on the topic of Sales Tax pursuant to Title 68, Section 2701 of the Oklahoma Statutes.

Discussion Notes:

No discussion.

Motion: To send the topic of Sales Tax to the Tax Subcommittee for further review.

By: Todd McDaniel

Second: Howard Haggard

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The motion carried to send the topic of Sales Tax to the Tax Subcommittee for further review.

16. Discussion Only of Town Ordinances.

Discussion Notes:

Dian Jordan gave a brief report on a Town Ordinance conference that she and Todd McDaniel attended, at their personal expense, in Tulsa, where they both reviewed a dozen towns' ordinances, both small and large towns.

Motion: To form a Town Ordinance Subcommittee.

By: Todd McDaniel

Second: Howard Haggard

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried to form a Town Ordinance Subcommittee.

There was a brief discussion on nominations for ordinance committee members.

Nomination: Todd McDaniel and Dian Jordan

By: Howard Haggard

Second: Chad Sargent

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The nominations were approved for Todd McDaniel and Dian Jordan to serve on the Town Ordinance Committee.

17. Discussion Only of Insurance.

Discussion Notes:

Brief discussion regarding to send this matter to the Finance Committee.

Motion: To send the matter of Insurance to the Finance Subcommittee.

By: Chad Sargent

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried to send the matter of Insurance to the Finance Subcommittee.

18. Discussion Only of Requests for Annexation.

Discussion Notes:

Dian Jordan: Hochatown needs a Planning and Zoning Subcommittee where plats for annexation to be sent for review.

Motion: To form a Planning & Zoning Subcommittee.

By: Dian Jordan

Second: Chad Sargent

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried to form a Planning & Zoning Subcommittee.

Nomination: Howard Haggard and Todd McDaniel to be members of the Planning & Zoning Subcommittee

By: Howard Haggard

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Nomination confirmed for Todd McDaniel and Howard Haggard to be members of the Planning & Zoning Subcommittee.

Motion: For annexation requests to be sent to the Planning and Zoning Subcommittee.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

The motion carried for annexation requests to be sent to the Planning & Zoning Subcommittee.

19. Discussion Only of Plat Approval.

Discussion Notes:

No discussion

Motion: To move the matter of Plat Approval to the Planning & Zoning Subcommittee.

By: Chad Sargent

Second: Todd McDaniel

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried to move the matter of Plat Approval to the Planning & Zoning Subcommittee.

20. Discussion, Consideration and Possible Action on the Hiring of Liz George and Associates as Municipal Counsel on general matters.

Discussion Notes:

Todd McDaniel noted the need to do due diligence before voting.

Howard Haggard asked to take no action at this time.

Motion: To take no action on the hiring of Liz George and Associates as Municipal Counsel.

By: Todd McDaniel

Second: Chad Sargent

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried to take no action on the hiring of Liz George and Associates as Municipal Counsel.

21. Discussion, Consideration and Possible Action on the Hiring of Hilborne & Weidman regarding revenue, trust, bonds, TIFs and related issues.

Discussion Notes:

No discussion

Motion: Take no action on the hiring of Hilborne & Weidman regarding revenue, trust, bonds, TIFs and related issues.

By: Chad Sargent

Second: Howard Haggard

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried to take no action on the hiring of Hilborne & Weidman regarding revenue, trust, bonds, TIFs and related issues.

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

New Business Notes:

Chad Sargent asked for new business, and no new business matters were brought forth.

23. Discussion and possible action to adjourn.

Discussion Notes:

No discussion

Motion: To adjourn the meeting.

By: Todd McDaniel

Second: Chad Sargent

Roll Call Vote

Trustee Name	Vote
Janet Cress	Y
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y

Motion carried for meeting to be adjourned.

Time Meeting Adjourned: 6:23pm