

**TOWN OF HOCHATOWN**  
**SPECIAL MEETING OF THE BOARD OF TRUSTEES**  
November 21<sup>st</sup>, 2025, at 11:00 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:* 11:03 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		Absent

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.

*At this point Mayor Chad Sargent skipped to Agenda Item 8.*

6. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) on Task Order #9 with Crafton Tull for on-call professional services, including authorization for services to be performed at the direction of Town Administrator), billed at standard hourly rates and not to exceed \$7,500.00, as outlined in the Task Order.

*Motion:* Approve Task Order #9 with Crafton Tull for on-call professional services at standard hourly rates, not to exceed \$7,500, with authorization for such services to be performed at the direction of the Town Administrator.

*By:* Howard Haggard

*Second:* Todd McDaniel

**Roll Call Vote:**

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

The motion carried.

7. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) on Tri-State Asphalt's Pay Application No. 1, for the Choctaw Hills Road Improvement Project, in the amount of \$646,320.50.

*Motion:* Approve Pay Application No. 1 for the Choctaw Hills Road Improvement Project to Tri-State Asphalt in the amount of \$646,320.50.

*By:* Chad Sargent

*Second:* Todd McDaniel

**Roll Call Vote:**

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

The motion carried.

8. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) regarding the purchase of a printer/copier and approval of the monthly maintenance

**agreement with Miller Office Equipment, including setup and delivery fees and all related documents.**

Presentation by JD Conley reviewing equipment specs, service expectations, and maintenance pricing approach. Multiple questions were addressed regarding leasing vs. outright purchase.

*Motion:* To purchase the copier/printer from Miller Office Equipment in the amount of \$5,494.00, with a six-month usage-based maintenance period at \$0.01 per black & white copy and \$0.06 per color copy.

*By:* Todd McDaniel

*Second:* Dian Jordan

**Roll Call Vote:**

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

The motion carried.

*At this point Mayor Chad Sargent returned to Agenda Item 6.*

9. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) to approve Resolution No. 2025-17: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, OKLAHOMA, ADOPTING A PUBLIC RECORDS FEE SCHEDULE FOR THE HOCHATOWN POLICE DEPARTMENT AND PROVIDING FOR RELATED MATTERS.

Discussion was held regarding statutory alignment and staff labor costs for supervision of records inspection.

*Motion:* Approve Resolution No. 2025-17, as amended, modifying Section 3(C) to remove reference to free inspection and align with the standard labor charge of \$25.00 per hour billed in 15-minute increments.

*By:* Todd McDaniel

*Second:* Dian Jordan

**Roll Call Vote:**

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

The motion carried.

*At this point Mayor Chad Sargent skipped to Agenda Item 14.*

**10. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) to convene into Executive Session as follows:**

- a. Pursuant to Title 25 of Oklahoma Statute, § 307(B)(1), discuss the employment, hiring, appointment, demotion, promotion, disciplining, or resignation of Misty Green, Julie Arrieta, Monte Deater, Brady Fox, Gavin Garrett, Cody Gilbert, Nick Harvin, Jason Ledet, Aaron Marsh, Justin Nethercott, Mason Payne, Ryan Richardson, Adam Vossen, Carissa Dierksen, Chris Williamson; and
- b. 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:* Todd McDaniel

**Roll Call Vote:**

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

The motion carried.

Time: 11:40 a.m.

*During Executive Session, Trustee Brenda Walters arrived and was noted as present for the remainder of the meeting.*

**11. 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:* Brenda Walters

**Roll Call Vote:**

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

Brenda Walters	Y
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The motion carried.

**12. Statement of executive session minutes.**

a. Pursuant to Title 25 of Oklahoma Statute, § 307(B)(1), discuss the employment, hiring, appointment, demotion, promotion, disciplining, or resignation of Misty Green, Julie Arrieta, Monte Deater, Brady Fox, Gavin Garrett, Cody Gilbert, Nick Harvin, Jason Ledet, Aaron Marsh, Justin Nethercott, Mason Payne, Ryan Richardson, Adam Vossen, Carissa Dierksen, Chris Williamson; and

b. 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.

The Board took no action.

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

Mayor Chad Sargent provided a brief update thanking employees for supporting the employee satisfaction surveys and shared that team-building initiatives would begin early next year.

*Motion:* Extend an offer of part-time employment to Misty Green at \$23.00/hour, not to exceed 30 hours per week.

*By:* Dian Jordan

*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.

**14. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) on the proposed Hochatown Police Department salary re-structure, including adoption of a 10-step hourly pay scale ranging from \$28.50 to \$40.00 per hour and implementation**

. The Board took no action.

*At this point Mayor Chad Sargent returned to Agenda Item # 10.*

**15. Discussion, consideration and possible action to adjourn.**

*Motion:* To adjourn.

*By:* Howard Haggard

*Second:* Todd McDaniel

**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: 2:56 p.m.

Howard Haggard

Howard Haggard, Trustee

Dian Jordan

Dian Jordan, Trustee

Todd McDaniel

Todd McDaniel, Trustee

Chad Sargent

Chad Sargent, Mayor

Brenda Walters

Brenda Walters, Trustee

Attest:

Julie Arrieta

Julie Arrieta, Town Clerk

