

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

June 30, 2024, at 2:00 p.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 Dian Jordan

*Time:* 2:02 p.m.

**2. Roll Call of Board of Trustees.**

<b>Trustee Name</b>	<b>Present</b>	<b>Absent</b>
Howard Haggard	Y	
Dian Jordan	Y	
Todd McDaniel	Y	
Chad Sargent	Y (2:04pm)	
Brenda Walters	Y	

A quorum was present.

**3. Discussion and possible action to appoint Vice-Mayor to conduct meeting in Mayor’s absence.**

The Mayor was present. No action taken.

**4. Recognition of Guests.**

Mayor Jordan recognized and thanked the guests for their attendance.

**5. Discussion, consideration and possible action to adopt Ordinance No. 10: AN ORDINANCE OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, OKLAHOMA, AMENDING THE CODE OR ORDINANCES TITLE 4 “BUSINESS AND LICENSE REGULATIONS”, CHAPTER 6 “SHORT-TERM RENTAL”, AMENDING SECTION 4-6-4(A) “FEES” TO EXTEND THE PERIOD FOR WAIVER OF INITIAL REGISTRATION FEE; AMENDING SECTION 4-6-4(B) “ANNUAL RENEWAL APPLICATION AND FEE” TO EXTEND THE DEADLINE TO REGISTER IN 2024; AMENDING SECTION 4-6-4(C) TO EXTEND DEADLINE FOR INCURRING LATE FEE DUE TO NON-REGISTRATION FOR**

**2024; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALER; AND DECLARING AN EMERGENCY.**

Mayor Dian Jordan introduced Agenda Item #5. Discussion began.

- Mayor Dian Jordan began discussion with recommending extension of the ordinance by 60 days.
- Trustee Brenda Walters agreed and recommended 60-90 days extension.
- Trustee Todd McDaniel agreed and affirmed 60 days would be sufficient for managers/owners to register for their STR license.
- Trustee Chad Sargent agreed with 60 days.
- Trustee Howard Haggard mentioned the extension is needed, agreed with the others and recommended we begin a motion.

*Motion:* To amend ordinance No. 10, extending the annual short term rental (STR) license registration deadline to September 1<sup>st</sup>, 2024.

*By:* Howard Haggard

*Second:* Todd McDaniel

**Roll Call Vote:**

<b>Trustee Name</b>	<b>Vote</b>
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

- 6. Discussion, consideration and possible action to adopt the emergency clause of Ordinance No. 10: AN ORDINANCE OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, OKLAHOMA, AMENDING THE CODE OR ORDINANCES TITLE 4 “BUSINESS AND LICENSE REGULATIONS”, CHAPTER 6 “SHORT-TERM RENTAL”, AMENDING SECTION 4-6-4(A) “FEES” TO EXTEND THE PERIOD FOR WAIVER OF INITIAL REGISTRATION FEE; AMENDING SECTION 4-6-4(B) “ANNUAL RENEWAL APPLICATION AND FEE” TO EXTEND THE DEADLINE TO REGISTER IN 2024; AMENDING SECTION 4-6-4(C) TO EXTEND DEADLINE FOR INCURRING LATE FEE DUE TO NON-REGISTRATION FOR 2024; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALER; AND DECLARING AN EMERGENCY.**

*Motion:* To approve the emergency clause of the changes discussed in item #5 to Ordinance No. 10.

*By:* Dian Jordan

*Second:* Todd McDaniel

**Roll Call Vote:**

<b>Trustee Name</b>	<b>Vote</b>
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Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

The motion carried.

**7. Discussion, consideration and possible action to convene into Executive Session pursuant to Title 25 of Oklahoma Statute, § 307(B)(1), to discuss the hiring of a deputy clerk/deputy.**

*Motion:* To enter into executive session.

*By:* Todd McDaniel

*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. The board entered into executive session at 2:45pm.

**8. Discussion and possible action to reconvene in open session.**

*Motion:* To enter reconvene in open session.

*By:* Todd McDaniel

*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 board returned from executive session at 4:06pm.

**9. Statement of executive session minutes from Mayor Dian Jordan.**

Mayor Dian Jordan read executive session minutes; the Board of Trustees met in executive session to discuss the selection of a candidate for position of Deputy Clerk / Treasurer. The board selected candidate Tammy Horne for the position and discussed a conditional offer of \$71,000 / year salary and one-time moving stipend \$5,000.00 to the candidate pending the following requirements: drug test, credit check and background checks are passed.

**10. Discussion, consideration and possible action on any discussion from Executive Session.**

*Motion:* To select candidate Tammy Horne for position of Deputy Clerk / Treasurer and provide a conditional offer of \$71,000.00 / year salary, Town standard employee benefits, with a one-time moving stipend of \$5,000.00. Offer is conditional upon the candidate passing the following requirements: drug test, credit check, and background checks.

*By:* Todd McDaniel

*Second:* Howard Haggard

**Roll Call Vote:**

<b>Trustee Name</b>	<b>Vote</b>
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

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

None.

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

*Motion:* To adjourn the meeting.  
*By:* Chad Sargent  
*Second:* Brenda Walters

**Roll Call Vote:**

<b>Trustee Name</b>	<b>Vote</b>
Howard Haggard	Y
Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Y

Meeting adjourned at 4:15pm.

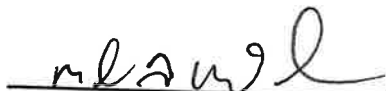
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Howard Haggard, Trustee



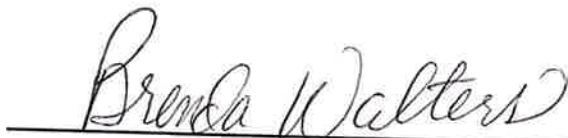
Dian Jordan, Mayor



Todd McDaniel, Trustee




Chad Sargent, Trustee



Brenda Walters, Trustee

Attest:

  
Helen Harden, Town Clerk