

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

April 3, 2024, at 1:00 p.m.
Hocha Town Hall
101 Rock Oak Lane - Hochatown, OK 74728

MEETING NOTICE AND AGENDA

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.
2. Roll Call of Board of Trustees.
3. Discussion and possible action to appoint Vice-Mayor to conduct meeting in Mayor's absence.
4. Recognition of Guests.
5. Public Comment: *Audience may address the Board in accordance with the Rules and Procedures set forth in Hochatown Resolution No. 10.*
6. 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 March 27, 2024 Special Meeting Minutes.
 - b. Approval of the March 12, 2024 Special Meeting Minutes.
 - c. Approval of the March 6, 2024 Regular Meeting Minutes.
 - d. Approval of Payment of Claims.
7. Discussion, consideration and possible action regarding items removed from the Consent Docket.
8. Treasurer's Report.
9. Discussion only of Report by Hochatown's Town Administrator.
10. Discussion, consideration and possible action to approve engaging CivicPlus for website development services including an initial setup fee and first year costs totaling \$23,408.00 with the second year at \$4,996.00 for website and \$11,445.00 for community development totaling \$16,441.00 in year two.
11. Discussion, consideration and possible action regarding a Bearwise supplies request, including a laminating machine and laminating supplies, at a cost not to exceed \$500.
12. Discussion, consideration and possible action regarding purchasing thirty (30) CPR adult/child rescue masks for the CERT team members at a cost not to exceed \$300.
13. Discussion, consideration and possible action to approve Resolution No. 2024-02, A RESOLUTION OF THE TOWN OF HOCHATOWN ADOPTING BY REFERENCE THE TRUST INDENTURE TITLED "OKLAHOMA MUNICIPAL RETIREMENT FUND" AND AUTHORIZING THE MAYOR AND CLERK TO EXECUTE THE AGREEMENT TO POOL FUNDS WITH OTHER OKLAHOMA CITIES AND TOWNS FOR THE PURPOSES OF ADMINISTRATION, INVESTMENT, AND MANAGEMENT.

14. Discussion, consideration and possible action to approve Ordinance No. 7, AN ORDINANCE ADOPTING AN EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR TOWN ADMINISTRATOR FOR THE TOWN OF HOCHATOWN, OKLAHOMA; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE TOWN OF HOCHATOWN, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES; PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER INCORPORATED CITIES, TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENT AS PART OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; PROVIDING FOR NON-ALIENATION OF BENEFITS; ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE; PROVIDING FOR EMPLOYER PICKUP OF REQUIRED CONTRIBUTIONS; PROVIDING FOR REPEALER AND SEVERABILITY; AND DECLARING AN EMERGENCY.
15. Discussion, consideration, and possible action to designate authorized agent to act on behalf of the Town of Hochatown in matters pertaining to the Town's Retirement Plan and Fund through the Oklahoma Municipal Retirement Fund.
16. Discussion, consideration and possible action to approve Resolution No. 2024-03, a RESOLUTION OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, MCCURTAIN COUNTY, STATE OF OKLAHOMA, NOTIFYING THE PUBLIC OF THE PUBLICATION OF ORDINANCES NO. 4, 5, AND 6; DIRECTING THE TOWN CLERK TO FILE A COPY OF THIS RESOLUTION WITH THE MCCURTAIN COUNTY CLERK; DIRECTING THE TOWN CLERK TO FILE A COPY OF THIS RESOLUTION AND THE ORDINANCES WITH THE MCCURTAIN COUNTY LAW LIBRARY; DIRECTING THE TOWN CLERK TO KEEP AT LEAST THREE (3) COPIES OF THE ORDINANCES IN THE OFFICE OF THE TOWN CLERK FOR PUBLIC USE, INSPECTION AND EXAMINATION.
17. Discussion, consideration, and possible action to authorize the Town Administrator to negotiate with the McCurtain County Jail Trust and provide recommendations to the Board of Trustees regarding entering into an interlocal agreement for the provision of jailing services for the Town of Hochatown.
18. Discussion, consideration, and possible action to approve interlocal agreement with McCurtain County 911 Trust Authority for the provision of 911 dispatch services for the Town of Hochatown.
19. 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 an Administrative Assistant to the Town Administrator.
20. Discussion and possible action to reconvene in open session.
21. Statement of executive session minutes from Mayor Dian Jordan.
22. Discussion, consideration and possible action on any discussion from Executive Session.
23. New Business; any matter not known or which could not have been reasonably foreseen prior to the time of posting the agenda.
24. Discussion, consideration and possible action to adjourn.

**I certify that the Notice and Agenda was posted in prominent view at Hocha Town Hall,
101 Rock Oak Lane, Hochatown, OK 74728, no later than 1:00PM on the 2nd day of April, 2024.**

**I certify that the Notice and Agenda was posted on the Town of Hochatown's public website at
www.hochatown.gov.**

Signature

Printed name of the person posting meeting agenda