

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

July 25<sup>th</sup>, 2025, at 1:00 p.m.

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

**AMENDED 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:* 1:00 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	
Brenda Walters	Y	

A quorum was present.

**3. Pledge to the Flag.**

Led by Trustee Howard Haggard.

**4. Opening Prayer.**

Led by Mayor Chad Sargent.

**5. Recognition of Guests.**

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

**6. Swearing in of Town Prosecutor Chris Chandler.**

It was noted that Chris Chandler was officially sworn in as Town Prosecutor by Municipal Judge Charles Ward on Wednesday, July 23, 2025, prior to the meeting due to scheduling conflicts. His signed Oath of Office was presented to the Board for the record.

**7. Swearing in of Police Chief Christopher Williamson.**

Municipal Judge Charles Ward administered the Oath of Office to Police Chief Christopher Williamson during the meeting. His signed Oath of Office was signed and presented to the Board for the record.

**8. Swearing in of Fire Chief Cody Gilbert.**

Municipal Judge Charles Ward administered the Oath of Office to Fire Chief Cody Gilbert during the meeting. His signed Oath of Office was signed and presented to the Board for the record.

**9. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding Ordinance No. 23: AN ORDINANCE OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, OKLAHOMA, AMENDING THE CODE OF ORDINANCES TITLE 6 "POLICE AND PUBLIC SAFETY", ADDING CHAPTER 4 "FIRE DEPARTMENT" PROVIDING FOR THE CREATION, STRUCTURE, AND REGULATION OF THE FIRE DEPARTMENT AND VOLUNTEER FIRE DEPARTMENT; SETTING FORTH DUTIES OF THE FIRE CHIEF AND OTHER OFFICERS; ESTABLISHING GUIDELINES FOR EQUIPMENT, MEMBERSHIP, AND BYLAWS; AUTHORIZING THE ADOPTION OF RULES AND REGULATIONS; PROVIDING FOR SEVERABILITY, REPEALER, EMERGENCY DECLARATION, AND CODIFICATION.**

*Motion:* To approve Ordinance No. 23.

*By:* Brenda Walters

*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.

**10. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) to approve emergency clause of Ordinance No. 23.**

*Motion:* To approve emergency clause of Ordinance No. 23.

*By:* Brenda Walters

*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.

**11. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) to approve Resolution No. 2025-10: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, OKLAHOMA, TO BECOME AN ELIGIBLE EMPLOYER AND JOIN THE OKLAHOMA FIREFIGHTERS PENSION AND RETIREMENT SYSTEM AND ESTABLISH COMPLIANCE WITH IRS CODE SECTION 414(H)(2) FOR PICKED-UP CONTRIBUTIONS.**

*Motion:* To approve Resolution 2025-10 with the correction of changing all instances of “Board of Directors” to “Board of Trustees” throughout the document.

*By:* Howard Haggard

*Second:* Chad Sargent

**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.

12. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding Ordinance No. 24: AN ORDINANCE OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, OKLAHOMA, DECLARING THE TOWN FIRE DEPARTMENT AS A PAID OR COMBINATION DEPARTMENT PURSUANT TO TITLE 11 O.S. §29-301; DEFINING VOLUNTEER AND PAID FIREFIGHTERS; AUTHORIZING ENROLLMENT OF ELIGIBLE FIREFIGHTERS IN THE OKLAHOMA FIREFIGHTERS PENSION AND RETIREMENT SYSTEM; PROVIDING FOR CONTRIBUTIONS IN ACCORDANCE WITH TITLE 11 O.S. §§49-101.2, 49-122, 49-116, AND 49-135; AND REPEALING ALL ORDINANCES IN CONFLICT.

*Motion:* To approve Ordinance No. 24.

*By:* Brenda Walters

*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.

13. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding Ordinance No. 25: AN ORDINANCE OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, OKLAHOMA, REQUIRING THE FIRE DEPARTMENT TO COMPLY WITH THE RULES AND REGULATIONS GOVERNING PAID AND COMBINATION FIRE DEPARTMENTS PURSUANT TO TITLE 11 O.S. §29-101 ET SEQ. AND §29-301 ET SEQ.; ESTABLISHING DUTIES AND QUALIFICATIONS FOR THE FIRE CHIEF; PRESCRIBING STANDARDS FOR VOLUNTEER FIREFIGHTERS; AND REPEALING CONFLICTING ORDINANCES.

*Motion:* To approve Ordinance No. 25.

*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.

*At this point Mayor Chad Sargent advanced to agenda item 18.*

- 14. 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), discuss the employment, hiring, appointment, demotion, promotion, disciplining, or resignation of Cody Gilbert, Julia Storey, Nicholas Harvin, Jr., Tyler Jones, Ryan Richardson, Kris Bearden, Tucker Cathey, Mason Payne, and Luke Magar.**

*Motion:* To enter into Executive Session.

*By:* Howard Haggard

*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

The motion carried and the Board went into Executive Session.

Time: 1:53

- 15. 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:* 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 and the meeting reconvened.

Time: 2:33 p.m.

**16. Statement of executive session minutes.**

The Board took no action.

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

*Motion:* To extend offers of employment contingent upon completion of all background checks, drug screening, and related pre-employment requirements as follows:

- Police Officer position to Nicholas Harvin Jr. at \$23.00/hour.
- Police Officer position to Tyler Jones at \$24.00/hour.
- Firefighter positions to Ryan Richardson, Tucker Cathey, and Mason Payne at \$17.00/hour.
- Firefighter I position to Luke Magar at \$20.00/hour.

*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.

*At this point Mayor Chad Sargent advanced to agenda item 22.*

**18. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding Amendment No. 01 to the Agreement between the Town of Hochatown and TSW for the Comprehensive Plan, adding additional services for a second Community Design Workshop and related reimbursable expenses in the amount of \$6,500.00.**

*Motion:* To approve Amendment No. 01 Agreement between the Town of Hochatown and TSW.

*By:* Howard Haggard

*Second:* Brenda Walters

**Roll Call Vote:**

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

Brenda Walters	Y
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The motion carried.

**19. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding Task Order No. 3 with Benchmark Construction Services for construction management, testing, and inspection services on the Greenling, Chinook, and Halibut Road reconstruction project in an amount not to exceed \$74,064.00.**

*Motion:* To approve Task Order No. 3 with Benchmark.

*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.

**20. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding the purchase of Snap-Tite fire hoses and related equipment from Conrad Fire Equipment, Inc. in the amount of \$17,240.06 as quoted in Quote #154283.**

*Motion:* To approve the purchase of Snap-Tite fire hoses from Conrad Fire Equipment and to cancel the previous order.

*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) regarding the revised Blue Cross Blue Shield of Oklahoma group medical insurance plan with an updated effective date of October 1, 2025, and a change to composite rate billing.**

*Motion:* To approve the updated effective date and composite rate billing with Blue Cross Blue Shield.

*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.

*At this point Mayor Chad Sargent returned to agenda item 14.*

**22. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding the Town of Hochatown pursuing Oklahoma Film Friendly Community certification through the Oklahoma Film + Music Office.**

*Motion:* To approve certification through the Oklahoma Film + Music Office.

*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.

**23. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding the implementation of a film permit fee for the Town of Hochatown.**

The Board took no action.



**24. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) purchase of one (1) vehicle for the Hochatown Police Department through a competitive bid process, with three (3) bids submitted for review from ESU Pursuits, Metro Emergency Upfitters – OKC, and UtiliTac.**

*Motion:* To approve the purchase of the K9 Unit through ESU Pursuits for \$75,500.

*By:* Howard Haggard

*Second:* Dian Jordan

**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.

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

*Motion:* To adjourn.

*By:* Todd McDaniel

*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

The motion carried.

Time: 2:50 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

