

TOWN OF HOCHATOWN
AMENDED SPECIAL MEETING OF THE BOARD OF TRUSTEES
 February 19, 2025, at 5:00 p.m.
 Hocha Town Hall - 101 Rock Oak Lane - Hochatown, OK 74728

SPECIAL MEETING MINUTES

1. Call to Order.

Who ordered: Mayor Dian Jordan
Time: 5:00 p.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	Y	

A quorum was present.

3. Recognition of Guests.

The Mayor recognized and thanked the guests for their attendance.

4. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) of the opening, review, selection, rejection and/or awarding of bids submitted for the Mako Road resurfacing project.

There were two sealed bids received for this project and they were both opened at this time by Mayor Jordan.

The first bid opened was submitted by RAP Construction, Texarkana with a total bid amount of \$408,155.09. There was immediately a discrepancy discovered as the total bid amount of \$408,155.09 did not match the tabulated bid amount of \$404,930.00. Jeff Dixon, Craft & Tull, said that he would sort it during the formal tabulation. Mayor Jordan returned all paperwork to its original envelope.

Mayor Jordan opened the second bid, which was submitted by Schiralli Construction Corp, Wilson, OK, with a total bid amount of \$450,600.49. Mayor Jordan returned all paperwork to its original envelope.

Mayor Jordan then handed both bid envelopes to Jeff Dixon for him to tabulate the bids.

The board agreed to continue on with the meeting while the tabulation was being done.

**At the conclusion of the remainder of the Meeting Agenda, the board returned to Item 4.*

Motion: To table this item while bids are tabulated and move forward with the agenda.

By: Brenda Walters

Second: Todd McDaniels

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 the conclusion of this Agenda Item, the board returned to Item 4.*

Jeff Dixon explained the tabulations of the bids. After a discussion regarding the higher-than-expected dollar amounts of the bids, Mr. Dixon, Town Administrator Adam Vossen, and Charles Hinkley all advised to reject the bids, repackage the bid packet, and resend the revised packet out for rebids.

Motion: To reject both bids.

By: Howard Haggard

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.

**The Board then advanced to Agenda Item #9, to adjourn.*

- 5. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) on the approval of a Master Services Agreement (MSA) with Benchmark Engineering Firm, as submitted by Charles Hinkle, for services related to the Mako Road Task Order project.**

Town Administrator Adam Vossen opened the discussion by explaining Benchmark Engineering Firm would provide inspection service on the Mako Road project, and all other future road projects. He then introduced Charles Hinkle, who was personally in attendance from Benchmark Engineering Firm. Mr. Hinkle stated that he is currently working with the Oklahoma Department of Transportation (ODOT) on the local U.S. Highway 259 project providing the same inspection services. His company has set up a civil engineering lab that will be used to test concrete, the proper density of asphalt, and to make sure all

materials are up to grades and specifications. He also noted that he would be working with the construction company that wins the bid, and will be in direct contact with that contractor during the entire project.

Motion: To approve a Master Services Agreement with Benchmark Engineering Firm for services, as amended, related to road task order projects.

By: Todd McDaniel

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.

6. **Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) purchase of two (2) vehicles for the Hochatown Police Department through a competitive bid process, with three (3) bids submitted for review from Carter Chevrolet Agency LLC, Melloy Fleet, and James Hodge.**

Chief Williamson began the discussion by informing the board he had received vehicle quote from three vendors and recommends approving the bid from James Hodge. He noted that the bid was cheaper than the state contract offers, includes additional services such as gratis oil changes up to 150,000 miles and vehicle delivery services.

Mayor Jordan added that she is pleased for the Town to do business locally, when it is possible.

Motion: To accept the bid for the two (2) vehicles from James Hodge.

By: Brenda Walters

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.

7. **Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) on the approval of the purchase of law enforcement/public safety vehicle-mounted equipment for the upfitting of two police vehicles from Dana Safety Supply, LLC, a supplier with a state contract #SW0142, at a cost of \$24,326.75 each.**

Chief Williamson began the discussion by explaining to the board that Dana Safety Supply is a reputable vendor in Oklahoma, and his request is for an intermediate level set up.

Motion: To approve the purchase of law enforcement/public safety vehicle-mounted equipment from Dana Safety Supply for the upfitting of two (2) police vehicles at a cost of \$24,326.75 each.

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

The motion carried.

8. **Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) on the approval of a one-year contract with the Offender Data Information System (ODIS), including an initial implementation cost of \$9,100.00 and an annual support fee of \$1,500.00.**

Chief Williamson began the discussion by explaining the need to subscribe to the Offender Data Information System as every law enforcement agency in the area is on this system to research criminal histories and contacts with other agencies.

Motion: To approve a one-year contract with the Offender Data Information System (ODIS) at an initial implementation cost of \$9,100.00 and an annual support fee of \$1,500.00.

By: Brenda Walters

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.

9. Discussion, consideration and possible action to adjourn.

Motion: To adjourn.

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.

Time: 5:55 p.m.



Howard Haggard, Trustee



Dian Jordan, Mayor



Todd McDaniel, Trustee



Chad Sargent, Trustee



Brenda Walters, Trustee



Attest:



Helen Harden, Town Clerk