

TOWN OF HOCHATOWN
SPECIAL MEETING OF THE BOARD OF TRUSTEES
February 20th, 2026, at 1:00 p.m.
Hocha Town Hall - 101 Rock Oak Lane - Hochtatown, 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. Pledge to the Flag.

Led by Trustee Howard Haggard.

2. Opening Prayer.

Led by Trustee Howard Haggard.

3. Call to Order.

Who ordered: Mayor Chad Sargent

Time: 1:01 p.m.

4. Roll Call of Board of Trustees.

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

A quorum was present.

5. Recognition of Guests.

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

6. Discussion only regarding the proposed amendment to the Commercial zoning regulations contained within the Town of Hochatown Zoning Ordinance, including updates and modifications to development and operational standards applicable to Commercial zoning districts.

Town Administrator Adam Vossen introduced the item, and the Town's contracted planner, Jessica with Johnson & Associates, presented proposed amendments related to green space buffer requirements and outdoor lighting standards for commercial zoning districts.

Jessica explained that the proposed buffer options would provide physical and visual separation between commercial and residential properties through fencing, evergreen vegetation, or preservation of existing mature trees. The Board discussed buffer effectiveness, maintenance requirements, and long-term compliance.

Jessica also reviewed proposed outdoor lighting standards intended to reduce light trespass onto residential properties by requiring downward-directed fixtures and limiting brightness and fixture height. The Board discussed compliance timelines, lighting color considerations, and potential grant opportunities to assist with implementation.

No action was taken.

7. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) of Task Order No. 7 with Crafton, Tull & Associates, Inc. for professional engineering services related to the Lukfata Trail Surfacing project, including scope of services, project schedule, and compensation in an amount not to exceed \$50,425.00.

Motion: Approve Task Order No. 7 with Crafton, Tull & Associates for engineering services related to the Lukfata Trail Surfacing project in an amount not to exceed \$50,425.00.

By: Howard Haggard

Second: Brenda Walters

Roll Call Vote:

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

The motion carried.

8. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) of Task Order No. 8 with Crafton, Tull & Associates, Inc. for professional engineering services related to the Old Hochatown Road Surfacing project, including scope of services, project schedule, and compensation in an amount not to exceed \$37,425.00.

Motion: To approve Task Order No. 8 with Crafton, Tull & Associates for engineering services related to the Old Hochatown Road Surfacing project in an amount not to exceed \$37,425.00.

By: Howard Haggard

Second: Brenda Walters

Roll Call Vote:

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

The motion carried.

- 9. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) of Task Order No. 9 with Crafton, Tull & Associates, Inc. for professional engineering services related to the Pinyon Road Surfacing project, including scope of services, project schedule, and compensation in an amount not to exceed \$34,925.00.**

Motion: To approve Task Order No. 9 with Crafton, Tull & Associates for engineering services related to the Pinyon Road Surfacing project in an amount not to exceed \$34,925.00.

By: Howard Haggard

Second: Chad Sargent

Roll Call Vote:

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

The motion carried.

- 10. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding approval of the Renewal of Lease Agreement between One Hochatown Place, LLC, as Lessor, and the Town of Hochatown, as Lessee, for the premises located at 101 Rock Oak Lane, Broken Bow, Oklahoma, for use as City Hall and Library, for the term of January 1, 2026 through December 31, 2026, in the amount of \$3,150.00 per month.**

Motion: To approve the renewal of the lease agreement between One Hochatown Place, LLC, and the Town of Hochatown for Town Hall and Library in the amount of \$3,150 per month, with an additional \$1,500 per month for additional space.

By: Brenda Walters

Second: Howard Haggard

Roll Call Vote:

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

The motion carried.

- 11. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) to authorize changing the name on the Town's existing bank account from "Town of Hochatown" to "Town of Hochatown / Hochatown Development Authority" for accounting and administrative purposes, with no change to account numbers, routing numbers, or authorized signatories.**

Motion: To approve changing the bank account name from "Town of Hochatown" to "Town of Hochatown / Hochatown Development Authority."

By: Brenda Walters

Second: Dian Jordan

Roll Call Vote:

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

The motion carried.

- 12. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding approval of a Memorandum of Understanding (MOU) for Multi-Jurisdictional Law Enforcement Cooperation relating to sex trafficking and human trafficking investigations and assistance, between the Town of Hochatown Police Department and the Valliant Police Department, as presented in the attached MOU.**

Motion: To approve the Memorandum of Understanding for Multi-Jurisdictional Law Enforcement Cooperation with the Valliant Police Department for a term of five (5) years.

By: Howard Haggard

Second: Chad Sargent

Roll Call Vote:

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

The motion carried.

13. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) to authorize the creation and advertisement of six (6) full-time firefighter positions for the Town of Hochatown Fire Department.

Chief Cody Gilbert explained the need for additional staffing to improve response capability, reduce reliance on part-time personnel, and ensure adequate coverage during vacations, training, and sick leave.

Motion: To authorize the creation and advertisement of six full-time firefighter positions.

By: Howard Haggard

Second: Chad Sargent

Roll Call Vote:

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

The motion carried.

14. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the proposed Hochatown Fire Department tanker purchase and potential structure options for storage of the tanker.

Discussion included ongoing efforts to locate a suitable tanker and options for permanent or temporary storage structures.

No action was taken.

15. Discussion, consideration and possible action regarding the status, implementation, and operational use of the Town's vehicle tracking devices.

Town Administrator Adam Vossen provided an update on vehicle tracking systems and ongoing evaluation of available options.

No action was taken.

16. Discussion, consideration, and possible action regarding the review and approval of a service agreement with Cintas Corporation for restroom dispensers, sanitation supplies, floor mats, and a WaterBreak Premium Cooler for Town Hall, including associated monthly service fees.

Town Clerk/Treasurer Julie Arrieta explained that the agreement required revision to reflect a one-year term instead of a five-year term.

No action was taken.

17. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the purchase of a DJI Matrice 30T Urban Scout Package, including accessories, batteries, software licensing, and related services, from DSLRPros.com for use by the Hochatown Police Department, in the total amount of \$18,542.08

Chief Williamson explained that the drone purchase would be funded through a grant award and would support law enforcement operations.

Motion: To approve the purchase of the DJI Matrice 30T Urban Scout Package for the Hochatown Police Department in the amount of \$18,542.08.

By: Dian Jordan

Second: Brenda Walters

Roll Call Vote:

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

The motion carried.

18. Discussion, consideration and possible action to adjourn.

Motion: To adjourn.

By: Howard Haggard

Second: Chad Sargent

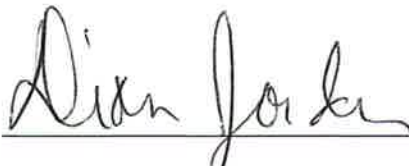
Roll Call Vote:

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

The motion carried.

Time: 2:02 p.m.


Howard Haggard, Trustee


Dian Jordan, Trustee

Absent

Todd McDaniel, Trustee


Chad Sargent, Mayor


Brenda Walters, Trustee

Attest:


Julie Arrieta, Town Clerk

