

**TOWN OF HOCHATOWN**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
January 8, 2025, at 1:00 p.m.  
Hocha Town Hall - 101 Rock Oak Lane - Hochatown, OK 74728

**MEETING MINUTES**

**1. Call to Order.**

*Who ordered:* Mayor Dian Jordan  
*Time:* 1:02 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	
Brenda Walters	Y	

A quorum was present.

**3. Recognition of Guests.**

Mayor Jordan recognized the guests and thanked them for their attendance.

**4. Public Comment:** *Audience may address the Board in accordance with the Rules and Procedures set forth in Hochatown Resolution No.10.*

1. Speaker name: Cristal Joslin  
Agenda item: 9, 10, 11, 21, 22  
Duration: 1 minute, 46 seconds

**5. 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 December 20, 2024 Special Meeting Minutes
- b. Approval of the December 4, 2024 Regular Meeting Minutes
- c. Approval of Payment of Claims.

*Motion:* To approve the Consent Docket.

*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.

**6. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding items removed from the Consent Docket.**

There were no items removed from the Consent Docket.

**7. Treasurer's Report.**

*Discussion:*

Treasurer Charles Ward reviewed the Profit & Loss Statement and Balance Sheet..

*Motion:* To accept the Treasurer's Report.

*By:* Todd McDaniel

*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.

**8. Town Administrator's Monthly Report.**

Town Administrator reported on his accomplishments during the past month and provided an update regarding on-going projects.

**9. Discussion, consideration and possible action to approve Resolution No. 2024-14: A RESOLUTION OF THE MAYOR AND THE TOWN OF HOCHATOWN, MCCURTAIN COUNTY, STATE OF**

**OKLAHOMA, NOTICE OF 2025 ELECTION DATES FOR THE FOLLOWING OFFICERS: TRUSTEE, AT LARGE FOR A FOUR-YEAR TERM AND TRUSTEE, AT LARGE, FOR A FOUR-YEAR TERM.**

*Motion:* To approve Resolution No. 2024-14, a notice of 2025 election dates for the following officer: Trustee, at large for a four-year term and Trustee, at large, for a four-year term.

*By:* Chad Sargent

*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

The motion carried.

**10. Discussion, consideration and possible action to approve Resolution No. 2025-01: A RESOLUTION OF THE TOWN OF HOCHATOWN, RECOGNIZING CERTAIN ROADS WITHIN THE MUNICIPAL BOUNDARIES OF THE TOWN OF HOCHATOWN AS PUBLIC ROADS, AND AUTHORIZING THE MAINTENANCE OF SUCH ROADS BY THE TOWN OF HOCHATOWN.**

*Discussion:*

Trustee Howard Haggard noted that the approval of this Resolution does not obligate the Town, but allows for the maintenance of certain roads.

*Motion:* To accept Resolution 2025-01: a resolution of the Town of Hochatown, recognizing certain roads within the municipal boundaries of the Town of Hochatown as public roads, and authorizing the maintenance of such roads by the Town of Hochatown.

*By:* Brenda Walters

*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.

**11. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) to approve \$3,000,000 for road improvements.**

*Discussion:*

The Board discussed the community’s desire for the Town to continue to improve the roads, the current road improvements spend-to-date, and the availability of funds to do more improvements.

**12. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) to approve a fiscal year 2024-2025 Budget Amendment for \$3,000,000 for road improvements.**

*Motion:* To approve a budget amendment for \$3,000,000 for road improvements.

*By:* Todd McDaniel

*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.

**13. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) to appropriate an additional \$350,000.00 into the 2024/2025 Hochatown Budget for General Government-Professional Services.**

*Motion:* To approve \$350,000 for general government professional services.

*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

The motion carried.

**14. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding the designation of the quarterly Choctaw Nation of Oklahoma’s Community Fund donation.**

*Motion:* To specify quarterly Choctaw Nation of Oklahoma’s Community Fund donation funds for roads improvements and special community events.

*By:* Brenda Walters

*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

The motion carried.

**15. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding a Lease renewal for the Town Hall building located at 101 Rock Oak Lane, Hochatown, OK for a one-year term January 1, 2025 – December 31, 2025.**

*Motion:* To approve the lease renewal for the Town Hall buildings for a one-year term January 1, 2025-December 31, 2025.

*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.

- 16. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the purchase of a 26' commercial Christmas tree, including lights and ornaments, for a total cost of \$28,975.00. The Town plans to use a reimbursement grant of \$24,999.00 awarded by the McCurtain County Tourism Authority to partially fund this purchase, leaving the Town's total commitment to \$3,976.00 for the purchase.**

*Motion:* To approve the purchase of a 26' commercial Christmas tree, including lights and ornaments, for a total cost of \$28,975.00, and use a reimbursement grant of \$24,999.00 awarded by the McCurtain County Tourism Authority to partially fund this purchase.

*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.

- 17. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) to add Julie Arrieta signature to the Town of Hochatown First Bank checking account.**

*Motion:* To add Julie Arrieta signature to the Town of Hochatown First Bank checking account.

*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

The motion carried.

**18. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) to allow Julie Arrieta authority to access the Town of Hochatown First Bank on-line Banking.**

*Motion:* To allow Julie Arrieta authority to access the Town of Hochatown First Bank on-line banking.

*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.

**19. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) to review property appraisals.**

The Board took no action.

**20. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding the Town of Hochatown's zip code.**

The Board took no action.

**21. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding providing the Town of Hochatown's lobbyist with direction to assist with the Town's Zip Code project.**

*Discussion:*

Trustee Brenda Walters began the discussion explaining the important economic impact of having a zip code. She stated that having the Town of Hochatown’s zip code re-instated is needed for taxes to be properly credited. By continuing to share the Broken Bow zip code, Hochatown is not receiving the tax funds collected for the Town of Hochatown as it is difficult for entities to separate between Broken Bow and Hochatown. Other towns are getting the Town of Hochatown’s use taxes because it is too hard to get packages delivered due to no specific Town of Hochatown zip code.

Trustee Walters reminded the Board that the Town of Hochatown had a post office before Broken Bow, and she thanked Mayor Jordan for all work she has done to get the Town’s zip code reinstated, and thanked Town Administrator Adam Vossen for the letters he has sent.

The discussion continued regarding the need for professional help with the zip code reinstatement.

Trustees gave direction for a lobbyist to work with the Town Administrator.

*Motion:* To approve the Town of Hochatown’s lobbyist to assist with the Town’s Zip Code Project.

*By:* Brenda Walters

*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.

**22. Discuss, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding funding zip code service to reduce or eliminate a federal fiscal impact.**

*Motion:* To approve a statement of support regarding funding the zip code service to reduce or eliminate the federal fiscal impact.

*By:* Chad Sargent

*Second:* Brenda Walters

**Roll Call Vote:**

Trustee Name	Vote
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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 a proposal from MATTHEW J. LOVE, ESQ. to provide a full legal assessment of the existing ordinances, make recommendations for amendments and recommend the adoption of new ordinances. The proposed fee for this service is \$175 per hour, with additional expenses for mileage (IRS rate) and copying (\$0.10/page). The board may also elect a ‘cost not to exceed’ amount for this agreement.**

*Motion:* To approve the proposal from Matthew J. Love, Esq. to provide a full legal assessment of the existing ordinances, make recommendations for amendments and recommend the adoption of new ordinances, at a cost not to exceed \$8,000.00.

*By:* Brenda Walters

*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.

- 24. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the agreement documents with Tunnell, Spangler & Associates, Inc. d/b/a TSW for comprehensive planning services in the amount of \$200,000.00.**

*Motion:* To approve the agreement with Tunnell, Spangler & Associates, Inc. d/b/a TSW for comprehensive planning services in the amount of \$200,000.00, subject to arbitration provision being modified to allow initiating party to select arbitration or district court at their option making arbitration not mandatory but optional.

*By:* Chad Sargent

*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

The motion carried.

**25. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding the agreement documents with Tunnell, Spangler & Associates, Inc. d/b/a TSW for Subdivision Regulations with a cost not to exceed of \$40,000.00.**

*Motion:* To approve agreement documents with Tunnell, Spangler & Associates, Inc. d/b/a TSW for Subdivision Regulations with a cost not to exceed \$40,000.00.

*By:* Brenda Walters

*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.

**26. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) on moving forward to approve and engage:**

- a. Approving the Mako Road Resurfacing project with an engineered cost estimate of \$263,192.75.
- b. Approve Crafton Tull & Associates, Inc. for Task Order #1: Mako Road Resurfacing project, and authorize the engineer to initiate the bidding process.

*Motion:* To approve the Mako Road Resurfacing project with an engineered cost estimate of \$263,192.75, and approve Crafton Tull & Associates for Task Order #1 Mako Road Resurfacing project and authorize the engineer to initiate the bidding process.

*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.

**27. Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) to enter into an Executive Session for the following purpose:**

- a. Pursuant to Title 25 of Oklahoma Statute, § 307(B)(1), to discuss the possible hiring of Christopher Williamson as Police Chief for the Town of Hochatown.
- b. Pursuant to Title 25 of Oklahoma Statute, § 307(B)(1), to discuss the applications and possible hiring of a Fire Chief for the Town of Hochatown.

*Motion:* To enter into Executive Session.

*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.

Time: 2:21 p.m.

**28. Reconvene Open Session.**

*Motion:* To reconvene in Open Session.

*By:* Howard Haggard

*Second:* Chad Sargent

**Roll Call Vote:**

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

The motion carried and the meeting reconvened.

Time: 3:07 p.m.

**29. Statement of Executive Session Minutes from Board of Trustees.**

*Statement:*

Mayor Jordan made the following Statement of Executive Session Minutes:

*Regarding Item a: The possible hiring of Christopher Williamson as Police Chief for the Town of Hochatown. The Town made an offer and it has been accepted for \$80,000 per year.*

*Regarding Item b: To discuss the applications and possible hiring of a Fire Chief for the Town of Hochatown. An offer will be made to Michael Shafer for \$75,000 per year, and \$8,000 for moving expenses from California.*

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

*Discussion:*

Town Administrator Adam Vossen stated that both applications have passed all background investigations.

*Motion:* To approve the hiring of Christopher Williamson for position of Police Chief at \$80,000 as offered and accepted, and approve the offer to Michael Shafer for Fire Chief at salary \$75,000 and \$8,000 moving expenses from California.

*By:* Brenda Walters

*Second:* Howard Haggard

**Roll Call Vote**

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

The motion carried.

**31. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding amendments to and possible adoption of a Town of Hochatown Employee Handbook.**

The Board took no action.

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

There was no New Business brought forth.

**33. 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


The motion carried and the meeting adjourned.

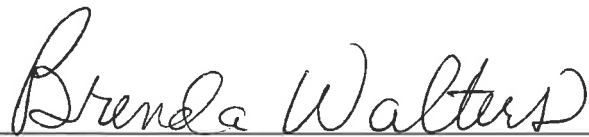
Time: 3:16 p.m.


  
Howard Haggard, Trustee

  
Dian Jordan, Mayor

  
Todd McDaniel, Trustee

  
Chad Sargent, Trustee

  
Brenda Walters, Trustee

Attest:  
  
Helen Harden, Town Clerk

