

TOWN OF HOCHATOWN
REGULAR MEETING OF THE BOARD OF TRUSTEES
January 7th, 2026, at 1:00 p.m.
Hocha Town Hall - 101 Rock Oak Lane - Hochtatown, OK 74728

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: 1:06 p.m.

4. Roll Call of Board of Trustees.

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

A quorum was present.

5. Recognition of Guests.

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

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

There were no requests to address the board.

7. **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 12th, 2025, Special Meeting Minutes.
 - b. Approval of Payment of Claims.
8. **Discussion, consideration and possible action (approval, rejection, amendment and/or postponement) regarding items removed from the Consent Docket.**

Motion: To approve Consent Docket.

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	Absent

The motion carried.

9. Treasurer's Report.

Town Clerk/Treasurer Julie Arrieta presented the Treasurer's Report, including December revenues: lodging tax collections totaling \$274,369.74, sales tax of \$355,096.96, use tax of \$10,443.79, cigarette tax of \$1,640.78, court revenue of \$730.00, and bank interest of \$22,161.64, for total income of \$664,440.21. Total debits were \$296,637.99, resulting in a net income of \$368,019.24.

Motion: To accept the Treasurer's Report.

By: Chad Sargent

Second: Todd McDaniel

Roll Call Vote:

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

The motion carried.

10. Town Administrator's Monthly Report.

Town Administrator Adam Vossen provided updates on Choctaw Hills road improvements, Camp Ranch Road construction progress, easement work for Lukfata Trails, discussions with Breckenridge, Colorado regarding STR best practices, ongoing hiring efforts, coordination with the Oklahoma Department of Tourism, and resolution efforts with Airbnb regarding incorrect lodging tax jurisdiction. Mr. Vossen also reported on audit preparations, wastewater project timelines, trail development initiatives, and grant opportunities.

11. Town Department Head's Reports.

a. Police Chief

Police Chief Chris Williamson reported that during the month of December the Police Department responded to 45 calls for service, conducted 20 traffic stops, issued 7 citations and 15 warnings, made 2 arrests (including one second-degree felony burglary), and worked 4 motor vehicle accidents. Chief Williamson also recognized firefighters and CERT team members for their assistance during recent emergency incidents.

b. Fire Chief

Fire Chief Cody Gilbert reported that during the month of December the Fire Department responded to a total of 48 calls for service, including 24 medical calls, 8 fires, 8 carbon monoxide alarms, 3 public assists, 3 motor vehicle accidents, and 2 fire alarms (smoke alarms). Chief Gilbert also advised that radio licensing is pending final approval, tanker sourcing has been completed, and generator installation is underway as part of ongoing ISO improvement efforts.

c. Douglas Copeland

Douglas Copeland reported that the Hochatown Development Authority canceled its scheduled meeting pending completion of the Town's audit and has engaged Michael Green, CPA, of Stillwell, Oklahoma, with Jeff Roy serving as senior auditor and an additional auditor with over 25 years of municipal experience assigned to the Town. He advised that Fiscal Year 2025 (July 1, 2024 through June 30, 2025) will be audited and is expected to be a relatively straightforward process, as the Town currently has no debt and minimal assets. Mr. Copeland also provided updates on the wastewater project, noting delays in the 60% design phase which are expected to push construction timelines into Spring 2027, while coordination continues with DEQ and project partners. He further reported progress on trail development efforts, including meetings with regional partners and site visits, exploration of special use permits, and engagement with design organizations to connect Hochatown's commercial and recreational districts through non-motorized transportation. Mr. Copeland concluded by noting ongoing administrative support efforts and public outreach related to recent lodging tax jurisdiction issues.

12. Discussion and presentation of a proclamation honoring Lindy Wood on the occasion of his 98th birthday, recognizing his lifelong contributions to the Town of Hochatown, his service to the community, and his preservation of local history.

A proclamation honoring Lindy Wood for his lifelong contributions to the Town of Hochatown was presented.

Motion: To approve the proclamation honoring Lindy Wood.

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	Absent

The motion carried.

13. Discussion and presentation of a proclamation honoring Vojai Reed on the occasion of her 90th birthday, recognizing her lifelong contributions to the Town of Hochatown, her leadership, entrepreneurship, and dedication to preserving the community's history and culture.

A proclamation honoring Vojai Reed for her leadership, entrepreneurship, and dedication to preserving Hochatown's history and culture was presented.

Motion: To approve the proclamation honoring Vojai Reed.

By: Chad Sargent

Second: Howard Haggard

Roll Call Vote:

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

The motion carried.

14. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding approval of a Memorandum of Understanding between the Town of Hochatown and Oklahoma Municipal Management Services (OMMS) for municipal systems review and management advisory services, including scope of services, compensation, term, and authorization for execution by the Mayor.

Motion: To approve the Memorandum of Understanding with OMMS.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote:

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

The motion carried.

- 15. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding authorization for the Fire Chief to proceed with the purchase of a fire tanker, with a not-to-exceed amount of \$99,999.99, including minimum specifications requiring a pumping capacity of at least 750 gallons per minute (GPM), and acknowledgment that the purchase is contingent upon approval of a temporary storage structure on the Kelli Haus property.**

Motion: To approve authorization for the Fire Chief to proceed with purchase of the fire tanker not to exceed \$99,999.99, including minimum specifications requiring 750 GPM, contingent upon approval of a satisfactory temporary storage structure.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote:

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

The motion carried.

- 16. Discussion, consideration, and possible action regarding approval of a \$16,000.00 quote from Spearhead Electrical Services, LLC for generator installation and related electrical and propane work for the Hochatown Fire Department.**

Motion: To approve quote from Spearhead Electrical Services, LLC

By: Todd McDaniel

Second: Dian Jordan

Roll Call Vote:

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

The motion carried.

- 17. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding approval and authorization to execute a Funding Agreement between the Town of Hochatown and the Oklahoma Development Finance Authority relating to the Oklahoma Business Expansion Incentive Program, Public-Private Partner Development Infrastructure Pool (Town of Hochatown – Infrastructure P3 Project), Series 2026, in an amount not to exceed \$300,000, including all related documents and actions necessary for implementation.**

Motion: Approve the Funding Agreement with Oklahoma Development Finance Authority, contingent upon updating the Town address.

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	Absent

The motion carried.

- 18. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding registration of the Town of Hochatown as an Affiliate Member of Keep Oklahoma Beautiful, including approval of the annual \$200 membership fee and authorization for staff to complete the registration.**

Motion: To approve registration of the Town of Hochatown as an Affiliate Member of Keep Oklahoma Beautiful.

By: Chad Sargent

Second: Howard Haggard

Roll Call Vote:

Trustee Name	Vote
Howard Haggard	Y

Dian Jordan	Y
Todd McDaniel	Y
Chad Sargent	Y
Brenda Walters	Absent

The motion carried.

- 19. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) regarding Ordinance No. 26: AN ORDINANCE OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, OKLAHOMA, ADDING A NEW SECTION 6-4-3 TO TITLE 6, "POLICE AND PUBLIC SAFETY," CHAPTER 4, "ANIMALS," REGULATING DOGS; REQUIRING LEASHING AND CONFINEMENT; PROHIBITING TETHERING AS A PRIMARY MEANS OF RESTRAINT; PROVIDING FOR ENFORCEMENT, IMPOUNDMENT, AND PENALTIES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.**

Motion: To approve Ordinance No. 26.

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	Absent

The motion carried.

- 20. Discussion, consideration, and possible action (approval, rejection, amendment, and/or postponement) to approve emergency clause of Ordinance No. 26.**

Motion: To approve emergency clause of Ordinance No. 26.

By: Howard Haggard

Second: Dian Jordan

Roll Call Vote:

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

The motion carried.

21. Discussion, consideration and possible action (approval, rejection, amendment, and/or postponement) to convene into Executive Session as follows:

- a. Pursuant to Title 25 of Oklahoma Statute, § 307(B)(1), discuss the employment, hiring, appointment, demotion, promotion, disciplining, or resignation of Clay Hattabaugh; and
- b. Pursuant to Title 25 of Oklahoma Statute, § 307(B)(3), for the purpose of discussing the purchase or appraisal of real property for the Town of Hochatown.

Motion: To convene 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	Absent

The motion carried.

Time: 2:00 p.m.

22. Discussion and possible action (approval, rejection, amendment, and/or postponement) to reconvene in open session.

Motion: To reconvene in open session.

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	Absent

The motion carried.

Time: 4:10 p.m.

23. Statement of executive session minutes.

The Mayor Chad Sargent announced that the Board met in Executive Session for the purposes to:

- a. Pursuant to Title 25 of Oklahoma Statute, § 307(B)(1), discuss the employment, hiring, appointment, demotion, promotion, disciplining, or resignation of Clay Hattabaugh; and
- b. Pursuant to Title 25 of Oklahoma Statute, § 307(B)(3), for the purpose of discussing the purchase or appraisal of real property for the Town of Hochatown.

No action was taken.

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

Motion: Approve employment of Clay Hattabaugh as a full-time Police Officer at \$34.00 per hour plus benefits, contingent upon passing standard pre-employment conditions.

By: Dian Jordan

Second: Todd McDaniel

Roll Call Vote:

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

The motion carried.

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

No new business was brought forward.

26. Discussion, consideration and possible action to adjourn.

Motion: To adjourn.

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	Absent

The motion carried.

Time: 4:14 p.m.


Howard Haggard, Trustee


Dian Jordan, Trustee


Todd McDaniel, Trustee


Chad Sargent, Mayor

Absent

Brenda Walters, Trustee

Attest:


Julie Arrieta, Town Clerk

