

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

December 6, 2023, at 1:00 p.m.

Hocha Town Hall

9983 N. U.S. Hwy 259, Ste. G - Hochatown, OK 74728

(newly assigned address/same location 101 Rock Oak Lane, Hochatown, Oklahoma 74728)

**MEETING MINUTES**

1. The meeting was called to order at 1:01 PM by Mayor Jordan.
2. Roll Call of Board of Trustees. Howard Haggard, Chad Sargent, Todd McDaniel, Janet Cress, and Dian Jordan, all present.
3. Recognition of Guests. Ten guests attended the meeting.
4. 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 November 1, 2023 Regular Meeting Minutes.
  - b. Approval of the November 13, 2023 Special Meeting Minutes.
  - c. Approval of Payment of Claims.

Todd McDaniel made a motion to approve the Consent Docket and Janet Cress seconded the motion. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

5. Discussion, consideration and possible action regarding items removed from the Consent Docket. No action was taken.
6. Treasurer's Report was presented by Charles Ward.
7. Presentation was given by Maher Maso for Ryan Consulting Services for their monthly update of services provided to Town with discussion only by Board.
8. Discussion, consideration, and possible action to amend regular monthly board of trustee meetings for 2024 to reflect newly assigned physical address for Hocha Town Hall of 101 Rock Oak Lane, Hochatown, Oklahoma 74728. The location is not changing, only the assigned physical address. Janet Cress made a motion to amend the physical address for meetings to reflect the new road name. Seconded by Howard Haggard. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.
9. Discussion, consideration and possible action regarding the possibility of moving the "Welcome to Hochatown sign" into Hochatown Town Limits. No action.
10. Discussion, consideration and possible action to approve Resolution No. 8: RESOLUTION OF THE GOVERNING BODY OF THE TOWN OF HOCHATOWN, EXPRESSING THE INTENT OF THE TOWN OF HOCHATOWN TO COMPLY WITH AND OPERATE IN ACCORDANCE OF THE "MUNICIPAL BUDGET ACT" AND TO BEGIN APPLICATION OF THIS ACT EFFECTIVE WITH THE BUDGET FOR FISCAL YEAR 2024-2025.  
Howard Haggard made a motion, seconded by Janet Cress. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.
11. Discussion, consideration, and possible action to approve Resolution No. 9: RESOLUTION OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, MCCURTAIN COUNTY, STATE OF OKLAHOMA, NOTIFYING THE PUBLIC OF THE PUBLICATION OF THE



OF THIS RESOLUTION WITH THE MCCURTAIN COUNTY CLERK; DIRECTING THE TOWN CLERK TO FILE A COPY OF THIS RESOLUTION AND THE CODE WITH THE MCCURTAIN COUNTY LAW LIBRARY; DIRECTING THE TOWN CLERK TO KEEP AT LEAST THREE (3) COPIES OF THE CODE IN THE OFFICE OF THE TOWN CLERK FOR PUBLIC USE, INSPECTION AND EXAMINATION. Janet Cress made a motion, seconded by Chad Sargent. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

12. Discussion, consideration, and possible action to approve Resolution No. 10: RESOLUTION OF THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF HOCHATOWN, MCCURTAIN COUNTY, STATE OF OKLAHOMA, ESTABLISHING RULES AND PROCEDURES FOR PUBLIC COMMENT AT TOWN MEETINGS. Dian Jordan made the motion to approve Resolution No. 10 with the following amendment: Item 3 amended as follows: "Each speaker will be limited to 2 minutes for a total time for public comment of 10 minutes." The Motion was seconded by Janet Cress. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

13. Discussion, consideration, and possible action to adopt Ordinance No. 4: 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, BY CREATING A NEW CHAPTER 4 TO BE TITLED "ANIMALS"; ADDING SECTION 6-4-1 REQUIRING LICENSE TO SELL DOGS OR CATS AND OTHER ANIMALS WITHIN THE CORPORATE LIMITS OF THE TOWN OF HOCHATOWN, OKLAHOMA; ADDING SECTION 6-5-1 ESTABLISHING REGULATIONS AND ESTABLISHING PENALTIES RELATING TO THE SALE OF ANIMALS; PROVIDING FOR CODIFICATION, PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY. Dian Jordan made a motion to approve Ordinance #4 amended as follows:

Section 6:4:1 is amended to state "Any person who sells or offers for sale one (1) or more animal pets must obtain a seller's permit and pay the \$500.00 fee to the Town Clerk or other designated person as set forth by resolution.

1. Each Seller's Permit shall be valid for six (6) months.

...

5. The application for sellers permit must include the location where such sales shall take place and written consent from the property owner must be obtained."

Section 6:5:1 is amended as follows: "It shall be unlawful for anyone to sell, trade, barter, lease, rent, give away—any live animal on any roadside, public right-of-way, commercial parking lot or any flea market within the corporate limits of the Town of Hochatown. The sale of animals can only take place on private property with the consent of the land owner and a valid seller's permit."

Seconded by Janet Cress. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

14. Discussion, consideration, and possible action to adopt the Emergency Clause of Ordinance No. 4: 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, BY CREATING A NEW CHAPTER 4 TO BE TITLED "ANIMALS"; ADDING SECTION 6-4-1 REQUIRING LICENSE TO SELL DOGS OR CATS AND OTHER ANIMALS WITHIN THE CORPORATE LIMITS OF THE TOWN OF HOCHATOWN, OKLAHOMA; ADDING SECTION 6-5-1 ESTABLISHING REGULATIONS AND ESTABLISHING PENALTIES RELATING TO THE SALE OF ANIMALS; PROVIDING FOR CODIFICATION, PROVIDING FOR SEVERABILITY AND



DECLARING AN EMERGENCY. Janet Cress made the motion and Chad Sargent seconded. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

15. Discussion, consideration and possible action regarding calling for and taking applications from Hochatown residents to form a committee comprised of five (5) non-trustees to provide input and recommendations to the Town on the proposed town fees and penalties to be implemented pursuant to the Town's Code of Ordinances. Janet Cress made the motion and Chad Sargent seconded. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

16. Discussion, consideration, and possible action to approve obtaining insurance from OMAG for public liability for bodily injury shall not be less than One Million Dollars (\$1,000,000.00), and property damage liability shall not be less than \$200,000 as required by the Town's lease for Hocha Town hall. Janet Cress made the motion and Howard Haggard seconded. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.


17. Discussion, consideration, and possible action to approve Professional Services Agreement with Oklahoma Municipal Management Services for recruitment of Town Administrator and Deputy Town Clerk in the amount of \$12,000.00 plus expenses not to exceed \$2,000.00. Janet Cress made the motion, seconded by Howard Haggard. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

18. Discussion, consideration, and possible action to approve Consulting Agreement with Mack Borchardt to provide advisory services relating to fire department, EMS services, and ISO ratings at a rate of \$200.00 per hour not to exceed a total of \$10,000.00. Janet Cress made the motion and seconded by Todd McDaniel. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

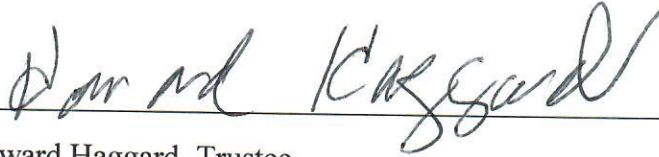
19. Discussion, consideration, and possible action to approve Consulting Agreement with Greg Ward regarding police department development and operations, meeting with Client's Board of Trustees (the "Trustees") and various other local, state and tribal officials at a rate of \$200.00 per hour not to exceed a total of \$10,000.00. Janet Cress made the motion and seconded by Chad Sargent. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. Motion passed.

20. New Business; any matter not known or which could not have been reasonably foreseen prior to the time of posting the agenda. A brief discussion was held to note we are continuing to address AirBnB notices and that Garver is working on their report.

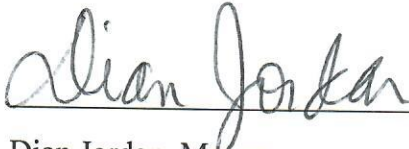
21. Discussion, Consideration and Possible Action to Adjourn. Janet Cress made a motion to adjourn, seconded by Todd McDaniel. Roll call vote. Howard Haggard, yes; Chad Sargent, yes; Todd McDaniel, yes; Janet Cress, yes; and Dian Jordan, yes. The meeting was adjourned at 2:21 pm.



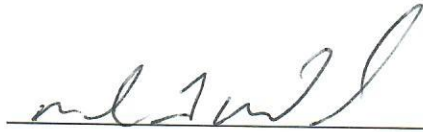
Janet Cress, Trustee



Howard Haggard, Trustee



Dian Jordan, Mayor



Todd McDaniel, Trustee



Chad Sargent, Trustee

Attest:



Helen Harden, Town Clerk

