

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

October 4, 2023, at 1:00 p.m.

Hocha Town Hall

9983 N. U.S. Hwy 259, Ste. G - 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> |
|---------------------|----------------|---------------|
| Janet Cress         | Y              |               |
| Howard Haggard      | Y              |               |
| Dian Jordan         | Y              |               |
| Todd McDaniel       | Y              |               |
| Chad Sargent        | Y              |               |

There was a Quorum present.

**3. Recognition of Guests.**

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

**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 September 6, 2023 Regular Meeting Minutes.**
- b. Approval of the September 25, 2023 Special Meeting Minutes.**
- c. Approval of Payment of Claims.**

*Motion:* To approve the items on the Consent Docket.

*By:* Todd McDaniel

*Second:* Chad Sargent

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |

|               |   |
|---------------|---|
| Todd McDaniel | Y |
| Chad Sargent  | Y |

The Motion carried.

**5. Discussion, Consideration and Possible Action regarding items removed from the Consent Docket.**

No items were removed from the Consent Docket.

At this point, Trustee Janet Cress asked if the Mayor would skip to Agenda Item 18 “New Business”. Mayor Jordan consented and moved the meeting’s attention to Agenda Item 18. Janet Cress then introduced Don Cook, Oklahoma Forest Ranger, who recently had been named “Oklahoma Forester of the Year”, and who was in attendance. She explained that in recognition of Hochatown’s new BearWise program, Mr. Cook had written a poem that he wanted to share with the Board. He then read the poem, the Board and Mayor thanked him for sharing and congratulated him on his Forestry Service award.

Mayor Jordan then returned the meeting to Agenda Item 6.

**6. Treasurer’s Report.**

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

*By:* Todd McDaniel

*Second:* Howard Haggard

**Roll Call Vote:**

| Trustee Name   | Vote |
|----------------|------|
| Janet Cress    | Y    |
| Howard Haggard | Y    |
| Dian Jordan    | Y    |
| Todd McDaniel  | Y    |
| Chad Sargent   | Y    |

The Motion carried.

**7. Presentation by Ryan Consulting Services for their monthly update of services provided to Town with discussion only by Board.**

Discussion only, no action taken.

**8. Discussion, Consideration and Possible Action regarding extending the Ryan Consulting Services agreement to December 31, 2023.**

*Motion:* To extend Ryan Consulting Services Agreement to December 31, 2023.

*By:* Todd McDaniel

*Second:* Howard Haggard

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried.

**9. Discussion, Consideration and Possible Action to engage Purefoy & Patterson Consulting, to provide consulting services, and assist with organizational and infrastructure development, potential economic development projects, potential developments of the Town.**

*Motion:* To engage Purefoy & Patterson Consulting, to provide consulting services, and assist with organizational and infrastructure development, potential economic development projects, potential developments of the Town.

*By:* Howard Haggard

*Second:* Todd McDaniel

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried.

**10. Discussion, Consideration, and Possible Action to enter into Lease Agreement with One Hochatown Place, LLC for the Hocha Town Hall space located at 9983 N. U.S. Hwy 259, Suite G, Hochatown, OK 74728, through December 31, 2024.**

*Motion:* To enter into Lease Agreement with One Hochatown Place, LLC for the Hocha Town Hall space location at 9983 N. U.S. Hwy 259, Suite G, Hochatown, OK 74728 through December 31, 2024.

*By:* Howard Haggard

*Second:* Todd McDaniel

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried.

**11. Discussion, consideration, and possible action regarding proposal from Granicus for the provision of administrative services related to assistance with monitoring and collection of the Hochatown Lodging Tax.**

*Motion:* To take no action.

*By:* Todd McDaniel

*Second:* Chad Sargent

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried.

**12. Discussion, consideration, and possible action to enter into contract with Interware Development Company, Inc. (an Avenu Holdings, LLC entity) for the provision of credit card processing and automated clearing house payment processing in connection with Avenu Insights & Analytics, LLC's assistance with the monitoring and collection of the Hochatown Lodging Tax.**

*Motion:* To accept the contract with Interware Development Company for the provision of credit card processing and automated clearing house payment processing with monitoring and collection of the Hochatown Lodging Tax.

*By:* Todd McDaniel

*Second:* Howard Haggard

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried.

**13. Discussion, Consideration, and Possible Action to enter into Contract with Avenu Insights & Analytics, LLC for the provision of administrative services related to assistance with monitoring and collection of the Hochatown Lodging Tax.**

*Motion:* To take no action.

*By:* Todd McDaniel

*Second:* Chad Sargent

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried.

**14. Discussion, Consideration and Possible Action regarding Nominations and appointment of five (5) members to Planning & Zoning Committee.**

In accordance with Oklahoma Statute Section 11-45-102, Mayor Jordan provided the Trustees with her nominations of those persons who had submitted applications within the specified time-frame. She asked for the Trustees to review and vote on each of the nominations individually.

**1. Ruth Notestine**

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

Ms. Notestine was unanimously appointed to a 2-year position.

**2. Courtney Shupert**

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

Ms. Shupert was unanimously appointed to a 3-year term position.

**2. Tommy McDaniel**

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

Mr. McDaniel was unanimously appointed to a 3-year term position.

**4. Brenda Walters**

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

Ms. Walters was unanimously appointed to a 2-year term position.

5. **Scott Cross**

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

Mr. Cross was unanimously appointed to a 1-year term position.

**15. Discussion only of solid waste services provided within Hochatown.**

Discussion only, no action taken.

**16. Discussion, consideration and possible action regarding funding for Camp Ranch Road.**

*Motion:* To take no action.

*By:* Howard Haggard

*Second:* Todd McDaniel

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried.

**17. Discussion, Consideration and Possible Action authorizing Mayor Dian Jordan to submit a letter of intent in response to the Opioid Abatement Board's Notice of Intent to Issue Funding Opportunity for potential grant award opportunity.**

*Motion:* To authorize Mayor Jordan to submit a letter of intent in response to the Opioid Abatement Board's Notice of Intent to issue funding opportunity for a potential grant award opportunity.

*By:* Todd McDaniel

*Second:* Chad Sargent

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried.

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

Discussion only, no action taken.

**19. Discussion, Consideration and Possible Action to Adjourn.**

*Motion:* To adjourn the meeting.

*By:* Todd McDaniel

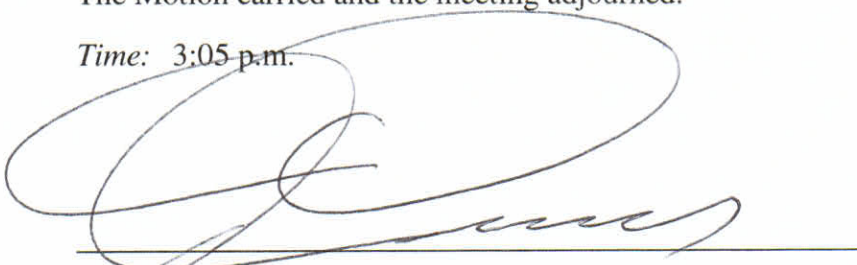
*Second:* Howard Haggard

**Roll Call Vote:**

| <b>Trustee Name</b> | <b>Vote</b> |
|---------------------|-------------|
| Janet Cress         | Y           |
| Howard Haggard      | Y           |
| Dian Jordan         | Y           |
| Todd McDaniel       | Y           |
| Chad Sargent        | Y           |

The Motion carried and the meeting adjourned.

*Time:* 3:05 p.m.



Janet Cress, Trustee



Howard Haggard, Trustee



*Dian Jordan*

Dian Jordan, Mayor

*Todd McDaniel*

Todd McDaniel, Trustee

*Chad Sargent*

Chad Sargent, Trustee

Attest:

*Helen Harden*

Helen Harden, Town Clerk

