

TOWN OF SEILING
PUBLIC HEARING

Town of Seiling * Seiling Public Works Authority * Seiling Economic Development Authority
SEILING CITY HALL
June 12, 2023
6:00 p.m.

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **DISCUSSION CONCERNING FY 2023/2024 FISCAL YEAR BUDGETS:**
Town of Seiling * Seiling Public Works Authority * Seiling Economic Development Authority
4. **ADJOURNMENT:**

FILED ON THE 9th DAY OF MAY 2023 AND POSTED ON THE WINDOW OF THE TOWN HALL JUNE 6, 2023 BEFORE 5:00 PM.



CLERK / TREASURER

"In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, familial status, sexual orientation, and reprisal. (Not all prohibited bases apply to all programs) To file a complaint of discrimination write to USDA, Assistant Secretary for Civil Rights, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Stop 9410, Washington DC 20250-9410 or call toll-free at (866) 632-9992 (English) or (800) 877-8339 (TDD) or (866) 377-8642 (English Federal-relay) or (800) 845-6136 (Spanish Federal-relay). USDA is an equal opportunity provider and employer."

TOWN OF SEILING
PLANNING/ZONING BOARD
REGULAR MEETING
SEILING CITY HALL
JUNE 12, 2023
6:15 PM

THE TOWN MEETINGS NORMALLY BEGIN AT @ 6:15 PM WITH THE PLANNING / ZONING BOARD MEETING. HOWEVER, AT ANY TIME, THE TOWN BOARD MAY RECESS ANY MEETING AND TAKE UP THE AGENDA FOR THE BOARD OF ADJUSTMENTS, PLANNING/ZONING COMMITTEE, TOWN OF SEILING, SEILING PUBLIC WORKS AUTHORITY, SEILING ECONOMIC DEVELOPMENT AUTHORITY, SEILING MUNICIPAL HOSPITAL AUTHORITY OR THE SEILING NURSING FACILITY AUTHORITY MEETINGS

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 THIS 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 ITS CITY/TRUST MANAGER, STAFF ATTORNEY OR THE RECOMMENDING BOARD, COMMISSION, OR COMMITTEE.

AGENDA:

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. APPROVE MINUTES OF THE REGULAR MEETING ON MAY 8, 2023:**
- 4. DISCUSS AND MAKE A DECISION CONCERNING RESIDENTIAL LAND USE PERMITS:**
 - *Tommy Varnell – Cover over porches – 103 N Orange**
 - *Karen & Jacob Castor – Shop / Porches / HC Ramps - 400 N. Locust**
 - *Seiling Baptist Church – Playground Sunshade – 202 E. Sixth**
 - *Rosa & Felipe Franco – Shed / Storage Bldg – 425 Louisville Alley**
- 5. ADJOURNMENT:**

FILED ON THE 13th DAY OF OCTOBER 2022 AND POSTED ON THE WINDOW OF THE TOWN HALL JUNE 9, 2023 BEFORE 6:00 PM.


CLERK/TREASURER

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TOWN OF SEILING

REGULAR MEETING

SEILING CITY HALL

JUNE 12, 2023

Immediately following the Planning / Zoning Board Meeting

THE TOWN MEETINGS NORMALLY BEGIN AT @ 6:15 PM WITH THE PLANNING / ZONING BOARD MEETING. HOWEVER, AT ANY TIME, THE TOWN BOARD MAY RECESS ANY MEETING AND TAKE UP THE AGENDA FOR THE BOARD OF ADJUSTMENTS, PLANNING/ZONING COMMITTEE, TOWN OF SEILING, SEILING PUBLIC WORKS AUTHORITY, SEILING ECONOMIC DEVELOPMENT AUTHORITY, SEILING MUNICIPAL HOSPITAL AUTHORITY OR THE SEILING NURSING FACILITY AUTHORITY MEETINGS

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AGENDA:

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. REVIEW REQUEST AND PRESENTATION OF GUESTS:**
- 4. CONSIDERATION OF THE CONSENT AGENDA:**
 - APPROVE MINUTES OF PUBLIC HEARING (Gore Rezoning) ON MAY 8, 2023;**
 - APPROVE MINUTES OF PUBLIC HEARING (Seiling Business Park) ON MAY 8, 2023;**
 - APPROVE MINUTES OF REGULAR MEETING ON MAY 8, 2023;**
 - APPROVE PAYMENT OF CLAIMS (\$) _____**
 - APPROVE DARE FUND PAYMENT OF CLAIMS (\$) _____**
 - APPROVE COURT FUND PAYMENT OF CLAIMS (\$) _____**
- 5. DISCUSS AND MAKE A DECISION CONCERNING ITEMS REMOVED FROM THE CONSENT AGENDA:**
- 6. DISCUSS AND MAKE A DECISION CONCERNING NEW BUSINESS:**
- 7. DISCUSS AND MAKE A DECISION CONCERNING RESOLUTION 2023-3:**
(Adopting Budget for Fiscal Year 2023-24 beginning July 1, 2023)
- 8. DISCUSS AND MAKE A DECISION CONCERNING APPROVAL OF PROPOSED BUDGET AMENDMENTS TO THE 2022-2023 FISCAL YEAR BUDGET:**
- 9. DISCUSS AND APPROVE FINANCIAL REPORT GIVEN BY R.S. MEACHAM:**

10. DISCUSS AND MAKE A DECISION CONCERNING 2023 FEE SCHEDULE FOR THE TOWN OF SEILING:
11. DISCUSS AND MAKE A DECISION CONCERNING THE AGREEMENT BETWEEN THE TOWN OF SEILING AND THE DEWEY COUNTY SHERIFF'S DEPARTMENT PROVIDING MEANS TO ESTABLISH CONSISTENT, SUSTAINABLE AND RELIABLE LAW ENFORCEMENT SERVICES TO THE TOWN OF SEILING, WHILE OPERATING IN COMPLIANCE WITH CLEET POLICIES AND STATUTES OF THE STATE OF OKLAHOMA:
12. DISCUSS AND MAKE A DECISION CONCERNING THE AGREEMENT BETWEEN THE TOWN OF SEILING COMPONENT UNIT, THE SEILING MUNICIPAL HOSPITAL AUTHORITY TO ESTABLISH CONSISTENT, SUSTAINABLE AND RELIABLE FOOD SERVICES:
13. DISCUSS AND MAKE A DECISION CONCERNING CHANGE ORDER #2 FOR THE SEILING BUSINESS PARK GRADING AND DRAINAGE PROJECT WITH WEEKS FARMS, LLC (Parkhill Project 8108.21):
14. DISCUSS AND MAKE A DECISION CONCERNING FINAL PAY REQUEST #5 FOR THE SEILING BUSINESS PARK GRADING AND DRAINAGE PROJECT WITH WEEKS FARMS, LLC (Parkhill Project 8108.21):
15. DISCUSS AND MAKE A DECISION CONCERNING LEASE AGREEMENT WITH THE SEILING RURAL FIRE DEPARTMENT (\$1.00):
16. DISCUSS AND MAKE A DECISION CONCERNING LEASE AGREEMENT WITH THE COMMUNITY AMBULANCE SERVICE (\$1.00):
17. DISCUSS AND MAKE A DECISION CONCERNING ANNUAL COMMERCIAL LEASE AGREEMENT BETWEEN THE TOWN OF SEILING AND KENNETH M. DUFFY M.D. FOR LEASE OF A PORTION OF THE SEILING HEALTH CARE CENTER:
18. DISCUSS AND MAKE A DECISION CONCERNING USING ESCROW FOR THE TOWN OF SEILING WORKER'S COMP 2023-24 RENEWAL PREMIUM (\$2,153.50):
19. DISCUSS AND MAKE A DECISION CONCERNING RESIDENTIAL LAND USE PERMITS:
 - *Tommy Varnell – Cover over porches – 103 N Orange
 - *Karen & Jacob Castor – Shop / Porches / HC Ramps - 400 N. Locust
 - *Seiling Baptist Church – Playground Sunshade – 202 E. Sixth
 - *Rosa & Felipe Franco – Shed / Storage Bldg – 425 Louisville Alley
20. DISCUSS AND MAKE A DECISION TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE TO CONSIDER EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF ANY INDIVIDUAL SALARIED PUBLIC OFFICER OR EMPLOYEE (Pursuant to 25 O.S. Section 307 B1):
 - *Town Administrator Skyler Sander

21. DISCUSS AND MAKE A DECISION TO COME OUT OF EXECUTIVE SESSION INCLUDING TIME, ATTENDANCE AND ITEMS DISCUSSED:
22. DISCUSS AND MAKE A DECISION REGARDING POTENTIAL VOTE ON THE MATTERS DISCUSSED DURING EXECUTIVE SESSION INCLUDING RESOLUTION 2023-4 (If Applicable): *Skyler Sander
23. DISCUSS AND MAKE A DECISION CONCERNING POLICE REPORT:
24. DISCUSS AND APPROVE THE TOWN ADMINISTRATORS REPORT:
 - *Employee News
 - *Sales / Use Tax Update
 - *Airport Inspection
25. ADJOURNMENT:

FILED ON THE 13th DAY OF OCTOBER 2022 AND POSTED ON THE WINDOW OF THE TOWN HALL JUNE 9, 2023 BEFORE 6:00 PM.



CLERK/TREASURER

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TOWN OF SEILING
SEILING PUBLIC WORKS AUTHORITY
REGULAR MEETING
SEILING CITY HALL
JUNE 12, 2023

Following the Town of Seiling Meeting

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AGENDA:

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. REVIEW REQUEST AND PRESENTATION OF GUESTS:**
- 4. CONSIDERATION OF THE CONSENT AGENDA:**
APPROVE MINUTES OF REGULAR MEETING ON MAY 8, 2023;
APPROVE PAYMENT OF CLAIMS (\$) _____
- 5. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA:**
- 6. DISCUSS AND MAKE A DECISION CONCERNING NEW BUSINESS:**
- 7. PRESENTATION CONCERNING RATE ANALYSIS PREFORMED BY ORWA:**
(ORWA Representative Randy Clark)
- 8. DISCUSS AND MAKE A DECISION CONCERNING CPI UTILITY RATE INCREASE:**
- 9. DISCUSS AND MAKE A DECISION CONCERNING SPWA RESOLUTION 2023-3:**
(Adopting Budget for Fiscal Year 2023-24 beginning July 1, 2023)
- 10. DISCUSS AND MAKE A DECISION CONCERNING APPROVAL OF PROPOSED BUDGET AMENDMENTS TO THE 2022-2023 FISCAL YEAR BUDGET:**

11. DISCUSS AND APPROVE FINANCIAL REPORT GIVEN BY R.S. MEACHAM:
12. DISCUSS AND MAKE A DECISION CONCERNING 2023 FEE SCHEDULE FOR THE SEILING PUBLIC WORKS AUTHORITY:
13. DISCUSS AND MAKE A DECISION CONCERNING RATIFYING DECISION MADE BY THE TOWN COUNCIL FOR 2023-24 LEASE AGREEMENT WITH DR. DUFFY:
14. DISCUSS AND MAKE A DECISION CONCERNING FULL-SERVICE MAINTENANCE PLAN WITH MAGUIRE IRON, INC. (RO Clearwell Tank):
15. DISCUSS AND APPROVE TRUST MANAGER REPORT:
 - *Highway 60 Gas Line Project
 - *OCC Audit
 - *DEQ/ORWA Update
 - *RO Brain Update
 - *Utility Acct Updates

16. ADJOURNMENT:

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CLERK/TREASURER

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TOWN OF SEILING
SEILING NURSING FACILITY AUTHORITY

REGULAR MEETING

SEILING CITY HALL

JUNE 12, 2023

Following the Seiling Public Works Authority Meeting

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AGENDA:

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. REVIEW REQUEST AND PRESENTATION OF GUESTS:**
- 4. CONSIDERATION OF THE CONSENT AGENDA:**
APPROVE MINUTES OF REGULAR MEETING ON MAY 8, 2023;
APPROVE SEILING NURSING FACILITY PAYMENT OF CLAIMS (\$)_____
- 5. CONSIDERATION FOR ITEMS REMOVED FROM THE CONSENT AGENDA:**
- 6. DISCUSS AND MAKE A DECISION CONCERNING NEW BUSINESS:**
- 7. DISCUSS AND MAKE A DECISION CONCERNING ANY AND ALL BUSINESS RELATED TO COMPLETING THE FEASIBILITY STUDY TO SUBMIT TO USDA:**
- 8. DISCUSS AND MAKE A DECISION CONCERNING 2023/24 SNFA BUDGET AS PRESENTED BY VICKIE'S BOOKKEEPING:**
- 9. DISCUSS AND MAKE A DECISION CONCERNING THE NURSING FACILITY TRUST MANAGERS REPORT:**

The following is taken from the Seiling Nursing Center Board of Directors agenda

10. DISCUSS AND MAKE A DECISION CONCERNING FINANCIAL REPORT FOR APRIL 2023 INCLUDING THE TRANSFER OF \$40,000.00 FOR THE SALES TAX FUND INTO THE OPERATIONAL FUND:

11. DISCUSS AND MAKE A DECISION CONCERNING BOARD AGENDA REQUESTS:

12. ADJOURNMENT:

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CLERK/TREASURER

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TOWN OF SEILING
SEILING MUNICIPAL HOSPITAL AUTHORITY

REGULAR MEETING

SEILING CITY HALL

JUNE 12, 2023

Following the Seiling Nursing Facility Authority Meeting

THE TOWN MEETINGS NORMALLY BEGIN AT @ 6:15 PM WITH THE PLANNING / ZONING BOARD MEETING. HOWEVER, AT ANY TIME, THE TOWN BOARD MAY RECESS ANY MEETING AND TAKE UP THE AGENDA FOR THE BOARD OF ADJUSTMENTS, PLANNING/ZONING COMMITTEE, TOWN OF SEILING, SEILING PUBLIC WORKS AUTHORITY, SEILING ECONOMIC DEVELOPMENT AUTHORITY, SEILING MUNICIPAL HOSPITAL AUTHORITY OR THE SEILING NURSING FACILITY AUTHORITY MEETINGS

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AGENDA:

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. REVIEW REQUEST AND PRESENTATION OF GUESTS:**
- 4. CONSIDERATION OF THE CONSENT AGENDA:**
APPROVE MINUTES OF REGULAR MEETING ON MAY 8, 2023;
APPROVE SEILING HOSPITAL *CHECK REGISTER* (\$) _____
APPROVE SEILING HOSPITAL SALES TAX ACCT. PAYMENT OF CLAIMS: (\$) _____
- 5. CONSIDERATION FOR ITEMS REMOVED FROM THE CONSENT AGENDA:**
- 6. DISCUSS AND MAKE A DECISION CONCERNING NEW BUSINESS:**
- 7. DISCUSS AND MAKE A DECISION TO RATIFY THE DECISION MADE BY THE TOWN OF SEILING FOR THE AGREEMENT BETWEEN DEWEY COUNTY SHERIFF'S OFFICE AND THE TOWN OF SEILING TO PROVIDE THE MEANS TO ESTABLISH CONSISTENT, SUSTAINABLE AND RELIABLE FOOD SERVICES TO THE TOWN OF SEILING COMPONENT UNIT, THE SEILING MUNICIPAL HOSPITAL AUTHORITY:**
- 8. DISCUSS AND MAKE A DECISION TO RATIFY THE DECISION MADE BY THE TOWN COUNCIL CONCERNING THE ANNUAL COMMERCIAL LEASE AGREEMENT BETWEEN THE TOWN OF SEILING AND KENNETH M. DUFFY M.D. FOR LEASE OF A PORTION OF THE SEILING HEALTH CARE CENTER:**
- 9. DISCUSS AND MAKE A DECISION CONCERNING SMHA TRUST MANAGER'S REPORT:**
***Update on Hospital Kitchen**

The following is taken from the Seiling Hospital Board of Directors agenda

- 10. Discuss and make a decision concerning resignation of Travis Dennett, Board Member:**
- 11. Discuss and make a decision concerning Regular Board Meeting Minutes April 3, 2023:**
- 12. Discuss and make a decision concerning Financials for March 2023:**
- 13. Discuss and make a decision concerning Financials for April 2023:**
- 14. Discuss and make a decision concerning the monthly reports:**
 - a. Utilization Statistics- March 2023 and April 2023 Data
 - b. QAPI- March 2023 and April 2023 Data Report
 - c. CNO Report
 - d. RHC Clinic Operations Report
 - e. CEO Report
 - f. Chief of Staff Report
- 15. Discuss and make a decision concerning the following policies and procedures:**
 - a. Seiling Rural Health Clinic- Medical Records Policy
 - b. EHP-003: Employee Occupational Illness and Injury
 - c. EHPR-001: Employee Health Standing Orders
 - d. HIM-008: Scanning Documents into the Electronic Health Record
 - e. HIM-009: Access and Maintenance of the Electronic Record
 - f. HIM-015: Discharge Summary Content Management
 - g. HIM-017: Discharge Record Reconciliation and Scanning
 - h. HIM-018: Incomplete Records Policy
 - i. HIM-024: Clinical Record Requirements, Standards, and Content
 - j. FMHM-010: Patient Event Notification Manual
 - k. Mortality Review Form
- 16. Discuss and make a decision concerning the Appointment of Kassey Worley, RN as Risk Manager:**
- 17. Discuss and make a decision concerning the Appointment of Kassey Worley, RN as Compliance Officer:**
- 18. Discuss and make a decision concerning the Appointment of Kassey Worley, RN as Infection Preventionist:**
- 19. Discuss and make a decision concerning the Respiratory Protection Program Evaluation Summary for Seiling Municipal Hospital:**
 - Respiratory Program Evaluation Summary Report
 - Respiratory Protection Program Hazard Assessment
 - Respiratory Protection Program Evaluation Checklist
- 20. Discuss and make a decision concerning the 2023 TB Risk Assessment:**

21. Discuss and make a decision concerning the Worker's Compensation Renewal Quotes:
 - Comp Source Mutual
 - Oklahoma Health Care Association (OHCA)
 - Stone Trust
22. Discuss and make a decision concerning the Oklahoma Foundation of Medical Quality (OFMQ) Participation Agreement:
23. Discuss and make a decision concerning the Ability Agreement for Electronic to Paper Patient Statements:
24. Discuss and make a decision concerning Faxage Account Registration:
25. Discuss and make a decision concerning Evident Cloud EHR Service Agreement Service Addendum for Communication Center and Patient Connect:
26. Discuss and make a decision concerning Evident Cloud EHR Service Agreement Service Addendum for Surescripts Medication History Reconciliation:
27. Discuss and make a decision concerning My Health Access Network Participation Agreement and Order Form:
28. Discuss and make a decision concerning the Interface Performance Expectations for Third Party System: My Health Access Network (My Health) Outbound:
29. Discuss and make a decision concerning the Interface Performance Expectations for Third Party System: My Health Access Network (My Health) C-CDA:
30. Discuss and make a decision concerning the Interface Performance Expectations for Third Party System: Laboratory-Based Reporting of Public Health Information:
31. Discuss and make a decision concerning Sysmex Service Agreement Quotation:
32. Discuss and make a decision concerning Medline Laboratory distribution member letter of participation:
33. Discuss and make a decision concerning PARA Business Associate Agreement:
34. Discuss and make a decision concerning termination of QUAD A non-renewal invoice:
35. Discuss and make a decision concerning Care Learning Agreement Update:
36. Discuss and make a decision concerning HealthStream Renewal Update:
37. Discuss and make a decision concerning Dishwashing Machine Agreement with Auto-Chlor System:

38. Discuss and make a decision concerning Single Facility Menu Agreement with Blueprint Menu Management System:
39. Discuss and make a decision concerning First Amendment to Management Services Agreement between Cohesive and Seiling Regional Medical Center:
40. Discuss and make a decision concerning Area Medical Foundation Purchases and Request for Hospital to Financially Assist in Lighting and Sink/Countertop Project:
41. Discuss and make a decision concerning generator project:
42. ADJOURNMENT:

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CLERK/TREASURER

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TOWN OF SEILING
SEILING ECONOMIC DEVELOPMENT AUTHORITY

SEILING CITY HALL

JUNE 12, 2023

Following the Seiling Municipal Hospital Authority Meeting

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AGENDA:

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. REVIEW REQUEST AND PRESENTATION OF GUESTS:**
- 4. CONSIDERATION OF THE CONSENT AGENDA:**
APPROVE MINUTES FOR REGULAR MEETING MAY 8, 2023;
APPROVE PAYMENT OF CLAIMS (\$) _____
- 5. DISCUSS AND MAKE A DECISION CONCERNING ITEMS REMOVED FROM THE CONSENT AGENDA:**
- 6. DISCUSS AND MAKE A DECISION CONCERNING NEW BUSINESS:**
- 7. DISCUSS AND MAKE A DECISION CONCERNING FINANCIAL REPORT GIVEN BY R.S.MEACHAM:**
- 8. DISCUSS AND MAKE A DECISION CONCERNING RESOLUTION SEDA 2023-3:**
(Adopting Budget for Fiscal Year 2023-24 beginning July 1, 2023)
- 9. DISCUSS AND MAKE A DECISION CONCERNING APPROVAL OF PROPOSED BUDGET AMENDMENTS TO THE 2022-2023 FISCAL YEAR BUDGET:**
- 10. DISCUSS AND MAKE A DECISION CONCERNING TRUST MANAGERS REPORT:**
***Seiling Economic Development Advisory Board Update**

11. DISCUSS AND MAKE A DECISION CONCERNING SETTING A DATE FOR THE GOLF TOURNAMENT:

12. ADJOURNMENT:

FILED ON THE 13th DAY OF OCTOBER 2022 AND POSTED ON THE WINDOW OF THE TOWN HALL JUNE 9, 2023 BEFORE 6:00 PM.



CLERK/TREASURER

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