

TOWN OF SEILING
PLANNING/ZONING BOARD

REGULAR MEETING

SEILING CITY HALL

TUESDAY - OCTOBER 10, 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 SEPTEMBER 11, 2023:**
4. **DISCUSS AND MAKE A DECISION CONCERNING RESIDENTIAL LAND USE PERMITS:**
 ***Kyle Janzen – 209 W. Shephard - House**
5. **DISCUSS AND MAKE A DECISION CONCERNING 2024 MEETING DATES:**
6. **DISCUSS AND MAKE A DECISION CONCERNING THE APPOINTMENT OF COMMISSIONERS FOR THE PLANNING / ZONING COMMISSION – TERMS EXPIRING NOVEMBER 1, 2023: (3-YEAR TERMS)**
 ***Amy Biggs**
7. **DISCUSS AND MAKE A DECISION CONCERNING OFFICERS FOR THE PLANNING / ZONING COMMISSION TO SERVE FOR A 1-YEAR TERM (Beginning November 1, 2023) INCLUDING CHAIRMAN, VICE CHAIRMAN, SECRETARY AND ASSISTANT SECRETARY:**
8. **ADJOURNMENT:**

FILED ON THE 13th DAY OF OCTOBER 2022 AND POSTED ON THE WINDOW OF THE CITY HALL OCTOBER 6, 2023 BEFORE 6:00 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

REGULAR MEETING

SEILING CITY HALL

TUESDAY - OCTOBER 10, 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 REGULAR MEETING ON SEPTEMBER 11, 2023;**
 - APPROVE PAYMENT OF CLAIMS (\$) _____**
 - APPROVE DARE FUND PAYMENT OF CLAIMS (\$) _____**
 - APPROVE COURT FUND PAYMENT OF CLAIMS (\$) _____**
- 5. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA:**
- 6. DISCUSS AND MAKE A DECISION CONCERNING NEW BUSINESS:**
- 7. DISCUSS AND APPROVE FINANCIAL REPORT GIVEN BY R.S. MEACHAM:**
- 8. DISCUSS AND MAKE A DECISION TO DECLARE BALES OF BERMUDA FROM THE CHESTER LAND AS SURPLUS PROPERTY AND SET A DATE FOR AUCTION:**
- 9. DISCUSS AND MAKE A DECISION TO DECLARE BALES OF FEED FROM TOWER #2 AS SURPLUS PROPERTY AND SET A DATE FOR AUCTION:**
- 10. DISCUSS AND MAKE A DECISION CONCERNING RATIFICATION OF THE APPOINTMENT OF COMMISSIONERS FOR THE PLANNING / ZONING COMMISSION – TERMS EXPIRING NOVEMBER 1, 2023: (3-YEAR TERMS)**

***Amy Biggs**

11. DISCUSS AND MAKE A DECISION CONCERNING RATIFICATION OF OFFICERS FOR THE PLANNING / ZONING COMMISSION TO SERVE FOR A 1-YEAR TERM (Beginning November 1, 2023) INCLUDING CHAIRMAN, VICE CHAIRMAN, SECRETARY AND ASSISTANT SECRETARY:

12. DISCUSS AND MAKE A DECISION CONCERNING RESIDENTIAL LAND USE PERMITS:

*Kyle Janzen – 209 W. Shephard - House

13. DISCUSS AND MAKE A DECISION CONCERNING 2024 MEETING DATES:

14. DISCUSS AND MAKE A DECISION CONCERNING HOLIDAYS APPROVED FOR CLOSING CITY HALL FOR 2024:

15. DISCUSS AND MAKE A DECISION CONCERNING RESOLUTION 2023-10 AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM THE RURAL ECONOMIC ACTION PLAN (REAP) FUND:

16. DISCUSS AND MAKE A DECISION CONCERNING POLICE REPORT:

17. DISCUSS AND APPROVE THE TOWN ADMINISTRATORS REPORT:

- *Employee News
- *Code Enforcement
- *Pickleball Courts
- *Sales / Use Tax

18. ADJOURNMENT:

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



CLERK/TREASURER

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TOWN OF SEILING
SEILING PUBLIC WORKS AUTHORITY

REGULAR MEETING

SEILING CITY HALL

TUESDAY - OCTOBER 10, 2023

Following the Town of Seiling 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 SEPTEMBER 11, 2023;
APPROVE PAYMENT OF CLAIMS (\$) _____**

5. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA:

6. DISCUSS AND MAKE A DECISION CONCERNING NEW BUSINESS:

7. DISCUSS AND APPROVE FINANCIAL REPORT GIVEN BY R.S. MEACHAM:

8. DISCUSS AND MAKE A DECISION CONCERNING 2024 MEETING DATES:

9. DISCUSS AND MAKE A DECISION CONCERNING HOLIDAYS APPROVED FOR CLOSING SPWA OFFICES FOR 2024:

10. DISCUSS AND APPROVE TRUST MANAGER REPORT:

***Gas Line Project**

***BlueMark Update**

***Utility Acct Updates**

11. ADJOURNMENT:

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


CLERK/TREASURER

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TOWN OF SEILING
SEILING NURSING FACILITY AUTHORITY

REGULAR MEETING

SEILING CITY HALL

TUESDAY - OCTOBER 10, 2023

Following the Seiling Public Works 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 SEPTEMBER 11, 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 2024 MEETING DATES:**
- 8. DISCUSS AND MAKE A DECISION CONCERNING THE NURSING FACILITY TRUST MANAGERS REPORT: *Feasibility Study Update**

The following is taken from the Seiling Nursing Board of Directors meeting

- 9. DISCUSS AND MAKE A DECISION CONCERNING FINANCIALS FOR AUGUST 2023 INCLUDING THE TRANSFER OF SALES TAX FUNDS TO THE OPERATIONAL FUNDS IN THE AMOUNT OF \$40,000:**
- 10. DISCUSS AND MAKE A DECISION CONCERNING THE ADMINISTRATIVE REPORT:**

11. DISCUSS AND MAKE A DECISION CONCERNING THE APPROVAL OF MEETING DATES FOR YEAR 2024 (Advisory Board):

**12. DISCUSS AND MAKE A DECISION TO CONSIDER THE NURSING BOARD OF DIRECTORS RECOMMENDATION CONCERNING EXECUTIVE SESSION:
*Ann Helterbrake**

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

14. ADJOURNMENT:

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CLERK/TREASURER

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TOWN OF SEILING
SEILING MUNICIPAL HOSPITAL AUTHORITY
REGULAR MEETING
SEILING CITY HALL
TUESDAY – OCTOBER 10, 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 SEPTEMBER 11, 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 CONCERNING 2024 MEETING DATES:**
- 8. DISCUSS AND MAKE A DECISION CONCERNING APPOINTMENT OF COMMISSIONERS TO THE SEILING HOSPITAL MANAGEMENT BOARD FOR TERMS EXPIRING NOVEMBER 1, 2023: **Chuckie Hurt *Ken Duffy *Mark Fuqua***
- 9. DISCUSS AND MAKE A DECISION CONCERNING SMHA TRUST MANAGER’S REPORT:**

The following is taken from the Seiling Municipal Hospital Board of Directors meeting

- 10. Discuss and make a decision concerning Financials for July 2023:**

11. Discuss and make a decision concerning Financials for August 2023:
12. Discuss and make a decision concerning the monthly reports:
 - a. Utilization Statistics- July Data and August Data
 - b. QAPI- July Data Report and August Data
 - c. CNO Report
 - d. RHC Clinic Operations Report
 - e. CEO Report
 - f. Chief of Staff Report
13. Discuss and make a decision concerning 2024 Seiling Municipal Hospital Board Meeting Dates:
14. Discuss and make a decision concerning the privileging appointments:
 - a. Stephen Back, DO – DIA 2-year reappointment
 - b. Damon Brooks, DO – DIA 2-year reappointment
 - c. Bo Yon Choi, DO – DIA 2-year reappointment
 - d. John Dennis, DO– DIA 2-year reappointment
 - e. Kyle Flowers, DO– DIA 2-year reappointment
 - f. Jonathon Kirkland, DO– DIA 2-year reappointment
 - g. Kenneth Mann, DO– DIA 2-year reappointment
 - h. Timothy McCay, DO – DIA 2-year reappointment
 - i. Peter Mostert, DO– DIA 2-year reappointment
 - j. Ralph Noah, MD – DIA 2-year reappointment
 - k. Patrick O’Hayre, DO – DIA 2-year reappointment
 - l. Felino Pascual, DO – DIA 2-year reappointment
 - m. James Pham, DO – DIA 2-year reappointment
 - n. George Polanco, DO – DIA 2-year reappointment
 - o. Michelle Ponder, MD – DIA 2-year reappointment
 - p. Ronald Pritchard, MD – DIA 2-year reappointment
 - q. Bart Rowlett, MD – DIA 2-year reappointment
 - r. Danielle Leila See, DO– DIA 2-year reappointment
 - s. Dimple Shah, MD – DIA 2-year reappointment
 - t. Jeffrey Shelton, DO – DIA 2-year reappointment
 - u. Sheila Taber, DO – DIA 2-year reappointment
 - v. Chris Vassiliou, DO– DIA 2-year reappointment
 - w. Donald Von Borstel, DO – DIA 2-year reappointment
 - x. Blake Weaver, DO – DIA 2-year reappointment
 - y. Brooke White, DO – DIA 2-year reappointment
 - z. Judith Wolfstein, MD – DIA 2-year reappointment
 - aa. Myeong Yoon, MD – DIA 2-year reappointment
 - bb. Janey Leachman-Hammons, NP- 2-year reappointment
15. Discuss and make a decision concerning the following policies and procedures:
 - * HR-057 Social Media Policy
 - * BO-01 Conditions of Admission
 - * Administration Policy and Procedure Manual
 - * Health Information Management Manual
 - * Retiring Policy HR-003 Chain of Command (replaced with ADM-021 Chain of Command)
 - * Retiring Policy HR-066 Weapons Policy (replaced with ADM-015 Prohibiting Firearms and/or Weapons on Hospital Property)
 - * EHP- 008 Employee Influenza Vaccine Program
 - * FMEH-028 Staff Consent Declination
 - * HR-015 Employee Health and Vaccinations
 - * ICP-015 Seasonal Influenza
 - * DRS-031 IV Compounding for Immediate Use and Preparation Area
 - * FMDR-001 Immediate Use IV Compounding Skills Competency
 - * HR-072 Provider Time Sheets
 - * Generic Provider Time Sheet
 - * Retiring of Patient Rights (PTR) Manual (*moved to Admin, Quality, and Nursing Manuals*)

- * Retiring of DR-031 A Medication Administration
- * Retiring of DR-031 B Medication Administration Dosing Frequency
- * Retiring of DR-031 C Time Critical Medications

16. Discuss and make a decision concerning PYA Engagement Letter for Preparing the Medicare Cost Report year ended June 30, 2023:
17. Discuss and make a decision concerning Port53 Quote for Meraki Cloud Service (*approved at City Council on 8/14/2023*):
18. Discuss and make a decision concerning Seiling Municipal Hospital Cyber Liability Quote
*Houston Casualty Company (*approved at City Council on 8/14/2023*):
19. Discuss and make a decision concerning Seiling – General and Professional Liability Quote
* The Medical Protective Company (MedPro) (*approved at City Council on 8/14/2023*):
20. Discuss and make a decision concerning Premium Finance Agreement with IPFS Corporation for the MedPro General and Professional Liability Premium (*disapproved at City Council on 8/14/2023*):
21. 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):
* Lacey Duffy, NP
* Micheal Feuerborn, NP
22. Discuss and make a decision to come out of executive session including time, attendance, and items discussed:
23. Discuss and make a decision concerning potential vote on the matters discussed during executive session, including Amendment to Nurse Practitioner Employment Agreement with Lacey Duffy, NP (*if applicable*):
* Lacey Duffy, NP
24. Discuss and make a decision concerning potential vote on the matters discussed during executive session, including Amendment to Nurse Practitioner Employment Agreement with Micheal Feuerborn, NP (*if applicable*):
* Micheal Feuerborn, NP
25. ADJOURNMENT:

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TOWN OF SEILING
SEILING ECONOMIC DEVELOPMENT AUTHORITY

SEILING CITY HALL

TUESDAY – OCTOBER 10, 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 SEPTEMBER 11, 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 2024 MEETING DATES:

9. DISCUSS AND MAKE A DECISION CONCERNING TRUST MANAGERS REPORT:

***Seiling Economic Development Advisory Board Update**

***Golf Tournament Update**

10. ADJOURNMENT:

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



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