

# **Cable Communications Commission Regular Meeting Minutes**

Administrative Conference Room  
Meridian Municipal Building, Okemos, MI

**January 14, 2015**

**Present:** Commissioners: Chair, Walter Benenson, Patrick Crowley, Tunga Kiyak, Brian Seipel, Andrew Lathrop and Ron Styka  
Staff: Deborah Guthrie, Mike Watza, Esq., Andrea Smiley  
Township: None  
Comcast: John Gardner  
AT&T: None  
Haslett Schools: None  
Okemos Schools: None

**Call Meeting to Order:** Commissioner Crowley called the meeting to order at **6:06 pm** then turned the meeting over to Commissioner Benenson.

## **Public Remarks:**

No Public Present

**Introductions:** Andrea Smiley was introduced as the new Administrative Assistant for the Communications department.

## **Approval of Agenda:**

Commissioner Tunga Kiyak moved TO APPROVE AGENDA AS SUBMITTED. Seconded by Commissioner Crowley.

Voice vote: Motion carried unanimously.

## **Approval of Minutes:**

Commissioner Benenson moved TO APPROVE THE MINUTES OF December 3, 2014. Seconded by Commissioner Kiyak.

Voice vote: Motion carried unanimously.

## **Communications/Announcements:**

Director Guthrie started discussion by announcing Leadership Group meetings schedule and the specific meetings that she will be giving a presentation.

## **Old Business:**

1. Audit Updates and Possible Discussion – Mike Watza
  - a. Comcast Franchise Fee – No new information available
  - b. AT&T Review Franchise Fee

- a. Demand Letter to AT&T – Discussion between Director Guthrie and Mike Watzka concerning explanation of money owed to the communities. Question was raised by Director Guthrie about expected time frame and how to properly calculate what is owed. How will they respond to the demand letter?
- c. Technical Review – Director Guthrie led the discussion with Mike Watzka and referenced John Gardner, who stated that Comcast is not required to test the equipment at different locations. Mr. Gardner offered to have counsel attend a meeting to assist with concerns; Mike Ashton was named the possible counsel. Commissioner Seipel suggested checking for the minimum requirements, i.e. what is typical within other similar commissions. Director Guthrie offered to provide a list of items to check. Commissioner Kiyak asked what Comcast agreed to check and was referred to the list in the Board packet. Commissioner Crowley referred back to the offer of having counsel visit to explain Comcast's position. Commissioner Seipel recommended that the cable providers offer safe and effective communications and come to an agreement for the citizens upon presenting to the Township Board.

Commissioner Crowley made a motion to continue discussions for the remaining items with Comcast and Commissioner Kiyak seconded the motion. Commissioner Kiyak made an additional motion to continue with the technical audit for the Merian Township items and Commissioner Crowley seconded the motion. Mr. Wagner made a request to have an updated email listing the issues previously discussed in a letter dated October 20, 2014. Director Guthrie agreed to provide such email.

- d. Transfer of Control – New timeline, not included in original packet, presented for discussion. Asking for special meeting, no motion at this time. Commissioner Kiyak suggested a closed session to discuss the issue.
2. Web advertising – Discovery – No new information

### **New Business:**

1. 2015 Goals discussion – Final copy presented (draft included in original packet).
  - a. HOMTV 5 year equipment plan

Discussion led by Director Guthrie. Commissioner Kiyak commented that many items were postponed from the previous budget and asked if the new budget included any other circumstances that may come up

over the next five years. Director Guthrie commented that licensing agreements have become a new expense from year to year. Commissioner Kiyak recommended that inflation projections be added to the budget that is due by August, 2015.

b. Meridian Township 2015 Goals and Objectives

Discussion on goal #8 – Complete overhaul of township website and branding up to the approved \$30,000 amount. Director Guthrie commented on the need for a user friendly website for the public. A request was made for Director Guthrie to provide a list of possible companies and add to the agenda for the next meeting.

**Reports:**

- Cable Compliments/Complaints: No discussion.
- Video Service Provider(s): No discussion.
- Communications Director's Report: No discussion.
- Chair's Report: No discussion or report.
- Township Information: Commissioner Styka discussed the rezoning for the new fire station.
- Programming: Director Guthrie stated that the interns were returning after break so she is excited to begin new programming.
- Viewership/Promotions: No discussion
- Finance: No discussion

**Other Business & Announcements:** Nothing to report.

**Future Agenda Items:** Determination of special meeting to discuss transfer of control

**Public Remarks:** Discussion concerning a public letter – customer built home more than 900ft from the road and Comcast is built to the road only. Customer cannot receive service; Mr. Gardner commented that it would be too expensive for Comcast to build to the customer home.

Commissioner Crowley moved TO ADJOURN THE MEETING. Seconded by Commissioner Benenson.

Hearing no objections, Chair Benenson ADJOURNED THE MEETING AT 7:55 p.m.

**NEXT MEETING:**

The next scheduled meeting is tentatively scheduled for the **January 26, 2015 in the Administrative Conference Room.**