



CHARTER TOWNSHIP OF MERIDIAN
COMMUNICATIONS COMMISSION REGULAR MEETING MINUTES
5151 Marsh Road, Okemos, MI 48864
Administrative Conference Room
Wednesday, December 5, 2018 6:00 pm

PRESENT: Chair, Walter Benenson; Vice Chair, Tunga Kiyak; Commissioner, Leslie Charles;
Alternate Commissioner, Eric Langdon
ABSENT: Commissioner, Kevin Thatcher; Commissioner, Andrew Lathrop; Alternate
Commissioner, Patrick Crowley
STAFF: Deborah Guthrie, Director of Communications/PIO
TOWNSHIP: Trustee, Kathy Sundland
COMCAST: None

1. CALL MEETING TO ORDER

Chair Benenson called the meeting to order at **6:02 pm**.

2. PUBLIC REMARKS

4. APPROVAL OF AGENDA

Commissioner Charles moved **TO APPROVE THE AGENDA AS SUBMITTED**. Seconded by Chair Benenson

VOICE VOTE: Motion carried unanimously.

5. APPROVAL OF MINUTES

Chair Benenson moved **TO APPROVE THE MINUTES FOR WEDNESDAY, OCTOBER 3, 2018 REGULAR MEETING**. Seconded by Commissioner Charles.

VOICE VOTE: Motion carried unanimously.

6. COMMUNICATIONS DIRECTOR REPORT

Discussion about the Communications Department Annual Report and 2019 Department Goals reports. Top priorities include finding additional revenue sources for the department, as well as setting up employee training for the Township. Reported on the success of Wisdom Wednesday training and how it will become a manual for training Township staff.

Explained the video franchise surveys and the process, as well as how AT&T deployed their services. A summary was provided about the current legislation and how it will impact DAS, PEG Channels and the Communications Department. There are still some restrictions where DAS poles can be placed, including historical areas in the bill language.

The Commission is concerned about the funding of the PEG channels and coming up with a long term plan in advance, along with the Township Board, about future funding because sponsorship dollars are not going to be enough to cover the entire department budget, if lost. Consideration and discussion needs to be given to possibly reducing the amount of PEG channels under the current franchise agreement.

7B. TOWNSHIP BOARD LIAISON'S REPORT

Township received the Silver Award for Green communities. In November, the Township was Redevelopment Ready Certified, which will open up the Township to be able to apply for additional funding and grants. Discussed community survey that the Township sent out. The survey is sent out every three years. The proposed ordinance for the Medical Marijuana is an ongoing discussion with the Township Board. Phil Deschaine is the new Township Treasurer. The Board will now have to go through the process of appointing a new Township Trustee, which will be for the remainder of the two-year term. Discussion about the process of announcing the Trustee vacancy and collecting applications.

8A. APPOINTMENT/REAPPOINTMENT OF COMMUNICATIONS COMMISSIONERS

Discussion about the applicants to fill the vacancies and a review of the resumes was done. Staff made recommendations to the Commission based on experience.

Chair Benenson moved **TO APPROVE MAKING A RECOMMENDATION TO THE TOWNSHIP BOARD TO REAPPOINT COMMISSIONER THATCHER AS AN ALTERNATE COMMISSIONER** and moved **TO APPROVE MAKING A RECOMMENDATION TO THE TOWNSHIP BOARD TO APPOINT BRIAN SEIPEL AND MIKE NEVELLS AS COMMISSIONERS** and **RITI ADHI AS AN ALTERNATE COMMISSIONER**. Seconded by Vice Chair Kiyak.

VOICE VOTE: Motion carried unanimously.

8B. 2019 MEETING SCHEDULE

Chair Benenson moved **TO APPROVE THE 2019 MEETING SCHEDULE**. There was no second to the motion.

VOICE VOTE: Motion carried unanimously.

11D. PROMOTIONS/PUBLICATIONS

Comments were made about the Prime Meridian Magazine and well put together it is and the how well the overall look is done. Comments were made about CADL events and possibly adding more back in to the magazine. Announced that there will be a crowd funding video for the Parks Department to help raise money for the "Marketplace On the Green" which is explained in the PMM.

14. ADJOURNMENT

Vice Chair Kiyak moved **TO ADJOURN THE MEETING**. Seconded by Commissioner Charles.

VOICE VOTE: Motion carried unanimously

Chair Benenson adjourned the meeting at 7:14 pm.