

Cable Communications Commission Regular Meeting Minutes

Administrative Conference Room
Meridian Municipal Building, Okemos, MI
December 3, 2014

Present: Commissioners: Chair, Walter Benenson, Tunga Kiyak, Brian Seipel and Patrick Crowley
Staff: Deborah Guthrie, Mike Watza, Esq., Brandie Yates
Township: None
Comcast: John Gardner
AT&T: None
Haslett Schools: None
Okemos Schools: None

Call Meeting to Order: Commissioner Benenson called the meeting to order at **6:00 pm.**

Public Remarks:

No Public Present

Introductions: Brandie Yates introduced as the secretary for the meeting, due to Penney Stephen absence.

Approval of Agenda:

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

Voice vote: Motion carried unanimously.

Approval of Minutes:

John Gardner requested a line attributed to him be struck from the October 8, 2014 minutes. This was approved and struck from minutes.

Commissioner Kiyak moved TO APPROVE THE MINUTES OF October 8, 2014 WITH REVISION. Seconded by Commissioner Crowley.

Voice vote: Motion carried unanimously.

Communications/Announcements:

Director Guthrie started discussion by introducing the Meridian Cares Program Fundraiser to help Darla Jackson with the Emergency Needs Fund due to it being low, Deborah offered raffle tickets. Chair Benenson began discussion regarding the ease of online donations. Commissioner Crowley moved TO WRITE A LETTER to the Township Board regarding accepting online donations as part of the 2015 Goals and Objectives and the new website for things like Meridian Cares. Seconded by Commissioner Seipel.

Voice vote: Motion carried unanimously.

Old Business:

1. Audits-Mike Watza

a. Comcast Franchise Fee Audit (Renewal Process):

Mr. Watza stated that the audit is still underway, as part of the renewal. Ashpaugh and Sculco is the company performing the audit.

b. AT&T Review Franchise Fee Audit:

Mr. Watza explained that Garth Ashpaugh, who is conducting the audit, has been working with Grand Rapids as the benchmark and there is not much detail on an update. Generally it is going well and there will be money coming back.

c. Technical review audit:

Mr. Watza explained that Director Guthrie is much closer with this process and has recently talked with Joseph Van Eaton, the attorney in charge. She explained that it is a technical review of the Comcast system in Meridian Township. Mr. Watza talked about the fact that there is some resistance from Comcast regarding our right to perform such an audit and discussions are underway. Director Guthrie has a tentative verbal understanding with Comcast, more negotiations are needed.

d. Transfer of Control Update: Mr. Watza reported that the Commission will receive a summary report on the transfer of control by December 18th. From there, the Commission will discuss and make a recommendation to the Township Board. The Commission strongly requested a study session to go over the report. He stated that the Township Board will need to make a decision to deny, deny with condition, or ignore by March 8th. The Commission expressed extreme hesitations and concerns regarding harm to customers during the meeting.

New Business:

1. The Commission approved recommendation to the Township Board for the reappointment of Commissioner Seipel and Commissioner Kiyak to the Cable Communications Commission. Commissioner Crowley moved TO APPROVE THE REAPPOINTMENT of Commissioner Seipel. Commissioner Kiyak seconded. Commissioner Crowley moved TO APPROVE THE REAPPOINTMENT of Commissioner Kiyak. Commissioner Seipel seconded.

Voice vote: Motion carried unanimously.

2. Discussed possibility of having Commissioner Lathrop serve as an Alternate Commissioner and have another Commissioner appointed in his place. Chair Benenson will contact Commissioner Lathrop to see what his plans are regarding the Cable Communications Commission. The Commission directed staff to seek having an alternative serve on the commission. Chair Benenson stated that he may announce this at the leadership meeting Friday, December 5, 2014 and ask for help in spreading the word.
3. The Commission directed staff to research and implement additional revenue sources including web advertising and/or sponsorship on the HOMTV site to generate income. Discussed possibility of adding this as a bylaw or policy regarding what kinds of advertising would be appropriate for the website.

4. Director Guthrie gave an update as to the companies that are seeking Metro Act Permits in Meridian Township. Discussed where ACD.net is with their application, as well as the other companies. The Commission appointed Commissioner Kiyak and Commissioner Crowley to work with the Planning Commission on developing a Digital Antenna System (DAS) ordinance. Director Guthrie will speak with Gail and Ray from the Meridian Township Planning Department about getting a plan in place to get started in the beginning of the year.
5. Director Guthrie asked that the Commissioners review the HOMTV 5 year equipment plan and the Meridian Township the 2015 Goals and Objectives before the January 2015 meeting.
6. The Commission reviewed the proposed 2015 meeting schedule. Commissioner Kiyak moved TO APPROVE THE 2015 MEETING SCHEDULE AS WRITTEN. Seconded by Commissioner Seipel.

Voice vote: Motion carried unanimously.

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: No discussion.
- Programming: No discussion.
- Viewership/Promotions: No discussion
- Finance: No discussion

Other Business & Announcements:

Nothing to report.

Future Agenda Items: Granicus iLegislate presentation to be scheduled for January 2015 meeting, possible DAS presentation by ACD.net owner.

Public Remarks:

No remarks from the public.

Commissioner Kiyak moved TO ADJOURN THE MEETING. Seconded by Commissioner Seipel.

Hearing no objections, Chair Kiyak ADJOURNED THE MEETING AT 7:40 p.m.

NEXT MEETING:

The next scheduled meeting is **Wednesday, January 7, 2015 in the Administrative Conference Room.**