

OXFORD AREA CABLE COMMUNICATIONS COMMISSION REGULAR MEETING, MONDAY,
May 21, 2018

A Regular Meeting of the Oxford Area Cable Communications Commission was May 21, 2018 at the Oxford Village Chamber, Oxford MI.

- 1) Chair Ed Hunwick called the meeting to order at 4:01 p.m.
- 2) Respects to the Flag
- 3) Members Present: Maureen Helmuth (Village of Oxford), Bill Dunn (Township of Oxford), Ed Hunwick (President, Township of Oxford), Jacob Newby (Township of Addison), Char Sutherby (Vice-Chairperson, Leonard Village)

Also Present: Station Manager Bill Service, Dave Kenny, Teri Stiles.

4) APPROVAL OF THE AGENDA

Motioned by Commissioner Dunn/seconded by Commissioner Helmuth to approve with an amendment to add OACCC meeting schedule to new business.

Ayes: 4 Nays: 0 Motion Carried

5) PUBLIC COMMENT - None

6) APPROVAL OF MINUTES CORRECTED MINUTES of April 30, 2018.

Commissioner Dunn moved to approve minutes January 22, 2018 and April 30, 2108/ second by Commissioner Helmuth.

Ayes: 4 Nays: 0 Motion Carried

7) BILL REVIEW

A) OACCC Expense/Revenue Bill Runs - 4/16/18, thru 5/14/18, in the amount of \$31,512.36

Dunn motioned to approve / seconded by Helmuth.

Roll Call Vote Ayes: 4 Nays: 0 Motion Carried

B) OACCC Year to Date Revenue/Expenditure Report for 2018

Dunn moved to receive and file/seconded by Sutherby.

Ayes: 4 Nays: 0 Motion Carried

C) OACCC Invoice GL Distribution Report April 2018.

Dunn moved to receive and file/seconded by Sutherby.

Ayes: 4 Nays: 0 Motion. Carried

8) UNFINISHED BUSINESS

A) OACCC Handbook Status - Dunn

Commissioner Dunn requested a copy of Handbook (with unapproved revisions) and will then forward on to township Human Resource Person for cost to update. Commissioner Helmuth will get copy from Attorney Davis.

No Motion

B) Status of new OCTV Facility – Manager Bill

Manager Service will meet with Ron Davis and architect this week for updated plans (to reverse layout). Chair Hunwick will meet with Parks & Rec. Director Davis to coordinate Oxford Township Board, June 2018, request for funding for senior portion of the facility. Estimated completion after breaking ground is five to six months.

No Motion

C) Medical Insurance - Teri Stiles

Stiles yearly medical insurance allowance is \$7,200. Per Insurance Premium Statements, Stiles was paid out \$4,800 due to ObamaCare supplements throughout the year. At the end of the year, Stiles was required to pay back the supplements, so she is requesting the remainder of her medical insurance

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allowance to help offset the \$4,900 she is required to pay back to the government subsidy. Helmuth motioned to reimburse Teri Stiles for the 2017 shortfall, to the IRA (subsidy) for the medical benefits upon the receipt of the certification that there is a shortfall, in the amount of \$2,389.30, which takes her up to the even \$7,200 budgeted for medical insurance/supported by Dunn.

Roll Call Vote Ayes: 4 Nays: 0 Motion Carried

9) Receive and File Items:

A) Letter from Drew Benson withdrawing from Community Engagement Project
Motion by Sutherby/second by Helmuth to receive and file.

Ayes: 4 Nays: 0 Motion. Carried

B) Oakland County Investment Pool
Motion by Dunn/second by Helmuth to receive and file.

Ayes: 4 Nays: 0 Motion. Carried

10) New Business:

A) OACCC Meeting Schedule:

Chair Hunwick requested to reduce schedule to quarterly or once per month, due to light past agendas. Dunn motioned, if applicable with the OACCC by-laws, to meet every three months, and to allow the station manager to call a special meeting, whenever necessary/second by Helmuth.

Ayes: 4 Nays: 0 Motion. Carried

11) COMMITTEE REPORTS:

Technical Committee: None

Personnel Committee: None

Facilities Committee: Already covered

MANAGER'S REPORT

None

COMMISSIONER COMMENTS

Commissioner Dunn - None

Commissioner Sutherby – Stated it was nice to be a part of Manager Service's Rotarian/non-Rotarian Award

Commissioner Newby - None

Commissioner Helmuth - None

Commissioner Hunwick - None

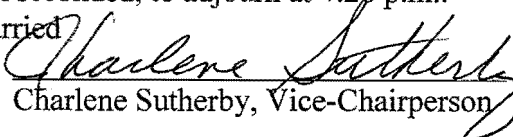
PUBLIC COMMENTS - None

ADJOURNMENT

Commissioner Dunn moved, Commissioner Helmuth seconded, to adjourn at 4:26 p.m..

Ayes: 4 Nays: 0 Motion Carried

Ed Hunwick, Chairperson


Charlene Sutherby, Vice-Chairperson

07/02/2018
Date Approved

/tls