

Special Meeting of the Oxford Area Cable Communications Commission July 2, 2018
at 1775 N Lapeer Rd, 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),
Jacob Newby (Township of Addison), Char Sutherby (Vice-Chairperson, Leonard Village)
- Absent:** Ed Hunwick (President, Township of Oxford),
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 the agenda as presented:

Ayes: 4 Nays: 0 Motion Carried

5) PUBLIC COMMENT - None

6) APPROVAL OF MINUTES CORRECTED MINUTES of May 21, 2018.

Commissioner Dunn moved to approve / second by Commissioner Helmuth.

Ayes: 4 Nays: 0 Motion Carried

7) UNFINISHED BUSINESS

A) Status on new OCTV Facility - Service

Station Manager presented status of Investment Pool Funds of \$456,410.59 . Stated approved capital funds for new build was \$300,000. Need to expand size of building by 15 feet, to equal 3,010 total square feet, which requires \$50,000 additional funds, according to architect.

Dunn motioned to dispense \$50,000 more to a total not to exceed \$350,000 fore the new building/second by Helmuth.

Ayes: 3 Nays 1 Jacob Newby Motion.
Carried

8) Receive and File Items:

- A. Oakland County Investment Pool
- B. Revised 2018 OACCC Schedule

Dunn moved to receive and file (both A and B)/second by Helmuth

Ayes: 4 Nays: 0 Motion Carried

9) NEW BUSINESS

A) CHARTER (SPECTRUM) PEG Fee Discussion and possible resolutions - Stiles

All four communities' Charter Contract did not include the 2% PEG Fee option. According Cable Attorney Mike Watzka, the communities have the option of instating the PEG Fee into the existing contract. According to Attorney Watts, he has been successful with instituting the fee for other communities and currently working with another to do the same. Based on previous experiences Watzka estimated the legal process to do so is an estimated \$25,000.

Dunn moved to engage Attorney Mike Wattza for a number not to exceed \$25,000 to go after PEG fees with Charter Communications/second by Helmuth

Ayes: 4 Nays 0 Motion. Carried

B) Search or Local Cable Commission Attorney - Service

Manager supplied recommendation of local attorney without conflict of interest with local attorneys who represent inter-local villages or townships.

Motion by Dunn to table/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

Bill Service, Dave Kenny, Bill Dunn and Teri Stiles met with "Paychex" Human Resource service for cost estimate to assembling an OCTV employee handbook and employee paperwork compliance. Will bring further details to next scheduled meeting.

COMMISSIONER COMMENTS

Commissioner Dunn - Looking at next step for facility to move forward.

Commissioner Sutherby - Commends OCTV for pursuing PEG Fees

Commissioner Newby - None

Commissioner Helmuth - Committed to get Cable Provider contracts to Teri Stiles by end of week

PUBLIC COMMENTS - None

ADJOURNMENT

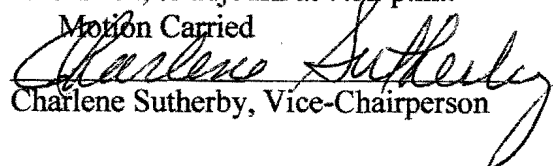
Commissioner Dunn moved, Commissioner Helmuth seconded, to adjourn at 7:52 p.m..

Ayes: 4

Nays: 0

Motion Carried


Ed Hunwick, Chairperson


Charlene Sutherby, Vice-Chairperson

9/6/18
Date Approved

/tls