

Special Meeting of the Oxford Area Cable Communications Commission  
February 11, 2019  
22 W. Burdick  
Oxford, MI 48371

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

**Absent:** Station Manager Bill Service

**Also Present:** Dave Kenny, Teri Stiles, Elgin Nichols

4) Approval of Agenda:

Motion by Commissioner Dunn/seconded by Commissioner Helmuth to approve the agenda with a change of date.

Ayes: 5      Nays: 0      Motion Carried

5) Public Comment: - None

6) Approval of OACCC Meeting Minutes November 26, 2018:

Commissioner Dunn moved to approve / second by Commissioner Sutherby.

Ayes: 5      Nays: 0      Motion Carried

7) Bill Review:

A) OACCC Expense/Revenue bill Run for Approval- 11/26/18 thru 12/24/18

Commissioner Helmuth motioned to approve & A, B, C, D, & E as presented/second by Dunn.

B) OACCC Expense/Revenue bill Run for Approval- 1/7/19

C) OACCC Year to Date Revenue and Expense Report 2018

D) OACCC Invoice GL Distribution Reports for November & December 2018.

C) OACCC Year to Date Revenue and Expense Report 2019.

Dunn motioned/second by Sutherby to receive and file.

Role Call Vote      Ayes: 5      Nays: 0      Motion Carried

8) Unfinished Business :

A. Status on new OCTV Facility - OCTV moved into new Studio February 8, 2019. Broadcast system & Server still at old station, waiting for fiber to be installed. Still under budget.

B. OCTV Handbook - Hunwick

Commissioners Dunn and Hunwick presented questions and concerns. The Board agreed to further research, including contact attorney regarding Weapons Policy, mandatory direct deposit, jury pay, bereavement pay clarification, termination treating language, and bring back to board at the next meeting. Commissioner Hunwick will review with Dave Kenny and Township Clerk Curtis Wright.

C. Status of re-establishing PEG Fees - Stiles

Still waiting on Village of Oxford Attorney opinion and negotiations on hold due to SB 637 approval. Charter/Spectrum contract up in August 2019, each community needs to negotiate to include PEG fees.

9) Receive and File Items :

A) Oakland County Investment Pool

Commissioner Dunn motioned/second by Helmuth to receive and file.

Vote Ayes: 5 Nays: 0 Motion Carried

10) New Business

A) 2018 Budget Adjustments -

B) 2019 Budget Adjustments

Commissioner Dunn motioned/second by Helmuth to approve budget amendments for both 2018 and 2019.

Role Call Vote Ayes: 5 Nays: 0 Motion Carried

11)) Committee Reports

a) Technical Committee - None

b) Personnel Committee - None

c) Facilities Committee - Covered

12) Manager's Report: None (manager

COMMISSIONER COMMENTS

**Commissioner Dunn** – NOTA just bought a 20,000 square foot building on Glaspie, (in the Village of Oxford). And Ground Lease hasn't been approved (by board) yet.

**Commissioner Helmuth** - Requested copy of the Ground Lease and to cancel February 25 meeting and meet April 29 to meet at the new studio, 2975 Seymour Lake Rd.

**Commissioner Newby** - Agreed to cancel February 25 meeting and meet April 29

**Vice Chair Sutherby** - Agreed to cancel February 25 meeting and meet April 29

**Chair Hunwick** - Suggested meeting at new TV station for a meeting in April. Agreed to cancel February 25 meeting and meet April 29

PUBLIC COMMENTS - None

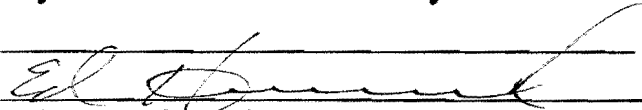
ADJOURNMENT

Commissioner Dunn moved, Helmuth seconded, to adjourn at 4:48p.m..

Ayes: 5

Nays: 0

Motion Carried



Ed Hunwick, Chairperson  
person



Charlene Sutherby, Vice-Chair-

04/29/2019  
Date Approved

/tls