

Orion Community Cable Communications Commission  
Minutes of Regular Meeting  
December 14, 2017  
Orion Neighborhood Television Studio, 1349 Joslyn Road, Lake Orion

Members Present: Ralph Painter, Joseph P. Belanger, John Ranville, Donni Steele,  
Sarah Paine, John Steimel

Members Absent: Doug Hobbs, Lucy Koscierzynski, Jim Zsenyuk

Also Present: Village Manager Joe Young, OCCCC Administrator Diane Griffiths

Budget Public Hearing opened at 6:33 pm by Chair R. Painter.  
Treasurer J. Belanger presented the proposed budget.  
No comments were received at the hearing or prior to the hearing.  
Budget Public Hearing closed at 6:34 pm.

**1. Call to Order**

Meeting called to order at 6:34 pm by Chair R. Painter.

**2. Call to Public**

Village Manager J. Young informed the commission that, at the last Village Council meeting, a speaker was turned to the west, and the council members were then able to hear each other. There is still a need for speakers for the audience. The Village Council hasn't made a decision yet regarding hanging anything from the ceiling to help with the audio issues. They would like to preserve the historical ceiling.

**3. Approval of Agenda**

Moved by J. Ranville, seconded by J. Belanger to approve the agenda as presented. Motion carried.

**4. Approval of Minutes**

**A. Regular Meeting of October 12, 2017**

Moved by J. Steimel, seconded by D. Steele to approve the minutes as submitted. Motion carried.

**5. Commission Business**

**A. OCCCC Involvement in PROTEC**

J. Belanger explained that the cost for dues would be about \$5,000, but he's not sure if that is annually or monthly. R. Painter attended a PROTEC meeting and said that Southfield, Dearborn, and Livonia are the largest communities involved in PROTEC. D. Steele will contact Oxford to find out what they pay and how they benefit from membership. J. Steimel said that Orion Township pays a lobbyist \$6,000/month, and they might already be doing what PROTEC is doing.

Moved by J. Ranville, seconded by J. Belanger to table this item until more details are available. Questions to be answered: what is the fee schedule, what benefits are received, are there any additional fees, is the MTA involved. Motion carried.

**B. 2018 Proposed Meeting Schedule**

Moved by J. Ranville, seconded by J. Steimel to accept the 2018 Proposed Meeting Schedule. Motion carried.

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**C. Revised Travel Policy**

Moved by J. Ranville, seconded by J. Belanger to approve the changes to the policy. Motion carried.

**D. Administrator's Evaluation**

(D. Griffiths was excused from the room for this agenda item)

Moved by J. Belanger, seconded by J. Ranville to provide a \$1,000 end of year bonus. Motion carried.

Moved by J. Ranville, seconded by S. Paine to renew the Administrator's contract for one year, with a 3% increase in compensation. Motion carried.

**E. Election of Officers**

Moved by J. Ranville, seconded by J. Steimel to re-elect all sitting officers with the exception of L. Koscierny, who will be replaced by S. Paine. Motion carried.

Officers are: Chair R. Painter, Vice Chair S. Paine, Secretary J. Ranville, Treasurer J. Belanger, Deputy Treasurer D. Steele.

**6. Treasurer's Report**

**A. Payment of Bills**

Moved by J. Steimel, seconded by S. Paine to approve payment of bills in the amount of \$93,814.22. Motion carried.

J. Belanger pointed out that the new Comerica account has lost \$3,000, although it earned \$1,000 in interest. S. Paine was concerned that this account is not insured. D. Steele assured her that the account is safe.

**B. 2018 Proposed Budget**

Moved by J. Steimel, seconded by J. Ranville to accept the budget and forward it to the Village and Township. Motion carried.

**7. ONTV Board Report**

**A. November, 2017 Meeting Synopsis**

**B. Building Update**

Moved by J. Ranville, seconded by S. Paine to receive and file the ONTV Board Report. Motion carried.

**8. Cable Providers' Reports**

**A. Comcast**

1. November 2, 2017 Letter re: International Channel Package Launch
2. November 7, 2017 Letter re: Channel Lineup Change
3. November 13, 2017 Letter re: Price Changes
4. November 17, 2017 Letter re: Channel Lineup Changes
5. Third Quarter Franchise/PEG Fees

**B. AT&T**

**1. Third Quarter Franchise/PEG Fees – Township**

Moved by J. Steimel, seconded by S. Paine to receive and file the Cable Providers' Reports. Motion carried.

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**9. Administrator's Report**

**A. Subscriber Concerns Log**

Moved by J. Steimel, seconded by S. Paine to receive and file the Administrator's Report. Motion carried.

**10. Upcoming Conferences and Conference Reports**

**A. Alliance for Community Media National Conference, Baltimore, Maryland, July 11 – 13, 2018**

**B. NATOA National Conference, Philadelphia, PA, August 27 – 30, 2018**

**11. Communications Received**

None.

**12. Commissioner Comments**

R. Painter provided handouts of Michigan houses designed by the famous architect Frank Lloyd Wright. ONTV is planning to air a one hour program about these homes and others he designed in late January or early February, 2018. J. Belanger thanked D. Steele for improving the finances of the commission as Deputy Treasurer.

**13. Adjournment**

Moved by J. Belanger, seconded by J. Ranville to adjourn the meeting. Motion carried. Meeting adjourned at 7:38 pm.

Respectfully submitted,

John Ranville, Secretary

Diane Griffiths, Administrator