

Orion Community Cable Communications Commission
Minutes of Budget Public Hearing and Regular Meeting
December 10, 2020
Virtual Meeting

***** Draft Minutes to be Approved at the Next Regular Meeting*****

Members Present: Ralph Painter, Tom Watson, Joseph P. Belanger, Donni Steele,
Doug Hobbs, Sarah Luchsinger, Sarah Paine, Jim Zsenyuk
Members Absent: One Township official vacancy
Also Present: OCCCC Administrator Diane Griffiths, ONTV Executive Director Ian Locke

Budget Public Hearing opened at 7:01 pm by Chair R. Painter.
No comments were received at the hearing or prior to the hearing.
Budget Public Hearing closed at 7:02 pm.

1. Call to Order

The meeting was called to order by Chair R. Painter at 7:00 pm.

2. Call to Public

None.

3. Approval of Agenda

Moved by D. Hobbs, seconded by T. Watson to approve the agenda as presented. Motion carried.

4. Approval of Minutes

A. Regular Meeting of October 8, 2020

Moved by D. Hobbs, seconded by J. Zsenyuk to approve the minutes as submitted. Motion carried.

5. Commission Business

A. New Orion Township Hall Conduit at Scripps Road – Discussion

I. Locke received three quotes from Comcast and explained the three options for this project. ONTV needs 3 lines, the quotes are for four or six lines, allowing for one to three additional lines. J. Zsenyuk suggested that, although ONTV only needs three fibers at this time, eight to ten fibers should be requested. More fibers might be needed in the future, and fibers can go down. The additional fibers would be needed for backup. I. Locke will ask Comcast for the cost of eight to ten fibers. J. Zsenyuk also said that these probably would not be installed until spring, because Comcast won't bore in the winter.

Moved by J. Zsenyuk, seconded by T. Watson to receive and file. Motion carried.

B. 2021 Proposed Meeting Schedule

S. Paine won't be able to make the meeting in August.

Moved by J. Belanger, seconded by S. Paine to approve the meeting schedule. Motion carried.

C. Election of Officers

Moved by S. Paine, seconded by J. Zsenyuk to accept the following slate of officers:

Chair: Ralph Painter

Vice Chair: Tom Watson

Secretary: Doug Hobbs

Treasurer: Joseph P. Belanger

Deputy Treasurer: Donni Steele

Motion carried.

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D. Strategic Planning Plan Update

R. Painter is working on a strategic plan for ONTV with J. Belanger and I. Locke. They plan to conduct interviews at the Village, Township, and Lake Orion Community Schools. This plan would take effect in 2022.

Moved by D. Steele, seconded by J. Zsenyuk to receive and file. Motion carried.

E. Administrator's Evaluation

Moved by T. Watson, seconded by J. Zsenyuk to extend the Administrator's contract for one year with a 3% increase in pay beginning January 1, 2021 and a \$1,500 end of the year bonus. Motion carried.

6. ONTV Board Report

A. Minutes of September 10, 2020 Regular Meeting

B. Synopsis of November 12, 2020 Regular Meeting

C. Lake Orion Review Article submitted by R. Painter.

Moved by S. Paine, seconded by J. Belanger to receive and file. Motion carried.

7. Treasurer's Report

A. Payment of Bills

J. Belanger updated the amount of the bills to be paid at the meeting to include the Administrator's bonus.

Moved by S. Paine, seconded by T. Watson to approve payment of the bills paid between meetings in the amount of \$1,679.18 and the bills presented for payment at the meeting in the amount of \$8,432.96 for a total of \$10,112.14. Motion carried.

B. 2021 Proposed Budget

Moved by D. Steele, seconded by T. Watson to accept the budget and to forward it to Orion Township and the Village of Lake Orion to be approved by joint resolution. Motion carried.

8. Cable Providers' Reports

A. Comcast

1. November 17, 2020 Letter re: Important Information – Price Changes

2. November 20, 2020 Letter re: Channel Deletion, Compliance with P. A. 480 of 2006, Section 9 (4)

3. Third Quarter 2020 Franchise/PEG Fee Report

B. AT&T

1. Third Quarter 2020 Franchise/PEG Fee Reports

Moved by J. Belanger, seconded by D. Steele to receive and file the cable providers' reports. Motion carried.

9. Administrator's Report

A. Subscriber Concerns Log

Moved by D. Steele, seconded by J. Belanger to receive and file. Motion carried.

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10. Conferences and Conference Reports

A. September 30, 2020 ACM Report – R. Painter

B. October 21, 2020 ACM Report – R. Painter

Received and filed.

11. Communications Received

A. Letter from Village of Lake Orion re: Re-appointment of D. Hobbs for Two Year Term, Appointment of S. Luchsinger for Two Year Term.

Moved by J. Belanger, seconded by S. Paine to receive and file. Motion carried.

12. Commissioner Comments

T. Watson is going to miss the lighted parade this year. J. Belanger asked I, Locke about an opportunity for ONTV through the Orion Center. I. Locke explained that the largest master gardener association will be having a conference in April, and ONTV will facilitate the conference virtually, as a paid gig. S. Luchsinger is excited to be a part of the cable commission, she uses ONTV as a resource frequently, and has taken a podcast class at ONTV. R. Painter suggested she host a program. I. Locke welcomed S. Luchsinger to the commission, thanked her for taking the podcast class, and offered to be a resource for her, and to any member, to understand what they do on a daily basis. J. Zsenyuk welcomed S. Luchsinger. He will most likely miss the February meeting because the Pistons start tomorrow. J. Belanger won't be at the February meeting either. D. Hobbs' reception for this meeting was bad, so he missed some, but said happy birthday to D. Steele. D. Steele congratulated S. Luchsinger for being appointed to the cable commission and offered to help her too. She thanked J. Belanger and R. Painter for everything they do to keep the commission running smoothly. S. Paine welcomed S. Luchsinger and thanked D. Griffiths for all she does. She thanked D. Hobbs for accepting the position of Secretary, and thanked R. Painter and J. Belanger for all their work. R. Painter said that this has been a tough year, but it sounds like vaccines will be coming soon. Virtual meetings are good, but he misses seeing everyone in person.

13. Adjournment

Moved by J. Zsenyuk, seconded by S. Paine to adjourn the meeting. Motion carried.

Meeting adjourned at 8:25 pm.

Respectfully submitted,

Secretary Doug Hobbs

Administrator Diane Griffiths