



CHARTER TOWNSHIP OF MERIDIAN  
COMMUNICATIONS COMMISSION REGULAR MEETING MINUTES  
5151 Marsh Road, Okemos, MI 48864  
Zoom Meeting  
Wednesday, June 17, 2020 6:00 pm

PRESENT: Chair, Tunga Kiyak, Vice Chair, Walter Benenson; Commissioner, Leslie Charles; Commissioner, Mike Nevels, Commissioner, Brian Seipel, Alternate Commissioner, Riti Adhi and Alternate Commissioner, Deborah Guthrie.

ABSENT: None

STAFF: Brandie Yates, Communications Manager

TOWNSHIP: Kathy Ann Sundland

COUNSEL: N/A

COMCAST: John Gardner, Director of External Affairs

**1. CALL MEETING TO ORDER**

Chair Kiyak called the meeting to order at **6:00 pm**.

**4. APPROVAL OF AGENDA**

Chair Kiyak moved **TO APPROVE THE AGENDA AS SUBMITTED**. Seconded by Commissioner Charles and Vice Chair Benenson.

VOICE VOTE: Motion carried unanimously.

**5. APPROVAL OF MINUTES**

Vice Chair Benenson moved **TO APPROVE THE MINUTES FOR WEDNESDAY, FEBRUARY 12, 2020 REGULAR MEETING**. Seconded by Commissioner Charles and Alternate Commissioner Guthrie.

VOICE VOTE: Motion carried unanimously.

**6. COMMUNICATIONS MANAGER REPORT**

Communications Manager provided an update on the Communications Department Goals, as well as the mid-year report. Discussion about what the department's communication focus has been during the first half of the year, due to COVID-19. Also, discussed the equipment 5-year plan as it relates to the budget and the status of the department's franchise and revenue fees.

The Commission was concerned about the drop in revenues when compared to the 5-year equipment plan. Recommendation is to spend more before the revenues fall even more. Another concern relating to the equipment is about the lack of air conditioning while the Township replaces the HVAC system. The Communications Department has 2 portable air conditioning units to keep the running equipment cool.

Commissioner Nevels offered to donate some office chairs for the control room.

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### 7. CHAIRS REPORT

Commission Chair shared appreciation and gave praise to the Communications Department staff for keeping the community informed while working remotely.

### TOWNSHIP LIAISON REPORT

Provided a report about items the Township Board has been working on, including the Meridian Cares Emergency Needs Fund to include COVID-19 dollars, an Annual Report for the DDA, and the Haslett Brownfield Plan,

A question was asked about the Village of Downtown Okemos project concerning delays. There were discussion about the Township trying to work with the developer on the finances and getting the remaining buildings that are part of the project demolished and also that the cleanup went way above the original budget.

### 8. ACTION ITEMS

Chair Kiyak moved **TO APPROVE THE RECOMMENDED 2021 EQUIPMENT BUDGET.** Seconded by Vice Chair Benenson.

VOICE VOTE: Motion carried unanimously

### 9. COMMUNICATIONS

HOMTV awarded nationally for Overall Excellence from the Alliance for Community Media for the 3<sup>rd</sup> year in a row.

Comcast representative provided an update. Comcast response to COVID-19 is to keep people connected and to get more people connected by relaxing the data plans. Comcast also made a pledge to not disconnect and late fees will not be charged. Families have been offered 2 months free on internet essentials program. Internet Essentials plan expanded. The help will stay in effect through June 30<sup>th</sup>.

### 10. PUBLIC COMMENTS

John Esser – Received a letter about election interviews, when do they start? Communications Manager will send a follow up email. Also had a question about funding for HOMTV and the Communications Department and where the PEG and Franchise Fees come from and how can they be used.

Short discussion about the 2020 Census and the percentage for the Township, as well as how the Communications Commission can help increase the percentage. Currently the Township is at 74%,

### 13. ADJOURNMENT

Vice Chair Benenson moved **TO ADJOURN THE MEETING.** Seconded by Commissioner Seipel.

VOICE VOTE: Motion carried unanimously

Chair Kiyak adjourned the meeting at 6:41 pm.