

Waterford Cable Commission
AGENDA
6:30 pm, Tuesday, January 21, 2020
Town Hall, 3rd Floor Conference Room

1. Approval of agenda
2. Approval of minutes
3. Correspondence and bills
4. Signal quality
5. Subscriber complaints
6. Report from Media Network
7. Report from Cable Coordinator
8. Comments
9. Adjourn



Waterford Township Cable Commission

Minutes of the Tuesday, November 19, 2019, Meeting

Members Present: Bob Piggott, Ken Fuerst, Howard Heitzeg, Kathy Hepler, Laura Petrusha, Steven Thomas, Gary Allison (Cable Coordinator)

Members Absent: Al Pavlish

Guests: Josh Bowren

The meeting was called to order by Chairperson Laura Petrusha at 6:31 p.m.

Roll Call.

Agenda – Howard Heitzeg motioned to amend the November 19, 2019 agenda, adding a discussion point regarding 2019 school cable grant recipients. The motion to approve the amended agenda for November 19, 2019 was made by Kathy Hepler and supported by Howard Heitzeg. Approved unanimously.

Minutes – The motion to approve the minutes from October 15, 2019 was made by Steven Thomas and supported by Bob Piggott. Approved unanimously.

Correspondence and Bills – Comcast channel changes, Comcast subscriber fee changes starting January 1, 2020, PEG and franchise fees received from Comcast and AT&T.

Signal Quality – Nothing to report

Subscriber Complaints – No outstanding complaints.

Media Network Report – Josh Bowren reviewed the Media Network report. Following discussion, report was accepted by the commission.

Cable Coordinator's Report – Gary Allison reviewed the Cable Coordinator report. Following discussion, report was accepted by the commission.

Comments – Gary Allison reminded the commission about the Christmas dinner time and location.

Grant Recipients – Commission agreed to have school grant recipients attend three Cable Commission meetings in 2020, beginning in January, to share how the grant helped.

Adjournment – The motion to adjourn was made by Howard Heitzeg and supported by Ken Fuerst. The motion was unanimously approved, and the meeting adjourned at 7:40 p.m.

Respectfully submitted,
Bob Piggott, Secretary

Township of Waterford
Cable Coordinator Report January 2020
Submitted by Gary Allison

- Poetry Leaves
 - In cooperation with the Waterford Township Library, new episodes of Poetry Leaves, a half hour program that features local poets, are scheduled for 2020.
- Budget
 - The 2020 budget was approved by the Waterford Township Board of Trustees.
- Clerk Videos
 - Several PSAs were made for the Waterford Township Clerk's Office regarding the 2020 elections, absentee voting, registering to vote, and instructions on how to fill out a ballot application. Initial recording was conducted with Clerk Kim Markee. However, the recordings did not work in edit. Animated shorts were created instead.
- FCC Order
 - A template letter and resolution was provided from NATOA to take more action to protect PEG and franchise fees. The cable department forwarded the templates along with a request for the supervisor's office to consider to send to Waterford Township's US representatives and senators. Additionally, a resolution for the Board of Trustees to consider was forwarded.
 - The Board of Trustees adapted a resolution to protect PEG and franchise fees on December 11, 2019.
 - Stay Request Denied, But Valuable Clarifications Provided
 - On November 6, the FCC denied the stay request which was not unexpected. However, the courts did clarify and provide further explanations of how to implement the Cable Franchise Order.
 - The Denial Order makes clear that, before taking as an offset the Fair Market Value of what the FCC calls in-kind benefits:
 - The cable operator must ask for an amendment to the franchise and then negotiate for up to 120 days before offsetting franchise fees and...
 - The cable operator has the burden to prove the existing franchise violates the Cable Franchise Order.
- Open Cable Commission Seat
 - The Township Supervisor's Office will be filling a vacant commission seat formerly belonging to Howard Heitzeg.
- PEG and Franchise Fees
 - Overall PEG and franchise fees fell 3.2% below 2019 projections. We saw a rise to normal projections in the 3rd quarter. Unfortunately, this was not enough to meet expectations.
 - 2020 fees are expected to level out according to end of year trends. However, 2020's budget projections are considerably more conservative. The combination of trend and projections will most likely result in revenue above expectations.