CABLE TV COMMITTEE MEETING MINUTES
JUNE 23, 2008

The meeting was called to order by Chairperson Patterson at 5:00 p.m. in Suite 1 of the Community Plaza II building, 101 W. McMillan Street.

PRESENT: Jamieson Adler, Jim Asplin, George Holck, Mike Warren Kobs, Don Patterson, Alderperson Wagner and Alderperson Noble
ALSO PRESENT: Public Access Coordinator Dan Kummer and Deputy Clerk Panzer

Chairperson Patterson welcomed new Cable TV Committee member Jamieson Adler and introductions were made.

PUBLIC COMMENTS
None.

APPROVAL OF MEETING MINUTES
CTV08-033 Motion by Holck, second by Kobs to approve the minutes of the May 12, 2008 regular meeting. All Ayes.
Motion carried

CTV08-034 Motion by Wagner, second by Noble to approve the minutes of the May 22, 2008 subcommittee meeting. All Ayes.
Motion carried

CTV08-035 Motion by Wagner, second by Noble to approve the minutes of the June 5, 2008 subcommittee meeting. All Ayes.
Motion carried

Alderperson Wagner referred to the subcommittee minutes of June 12, 2008 and said that the subcommittee is going to have to sit down with City Attorney Hutchinson and discuss sections 15, 16, 45 and 46 and figure out whether those sections should be left in the ordinance. The tough question that we have is if Act 42, the cable law, is silent on a subject matter does that give us the right to act on it locally or does that mean we can't ever act on it locally?

Kobs said that the subcommittee wants the City Attorney to review the proposed changes that we have made to our local ordinance and to advise us on whether or not we can write something in there if it is not addressed in Act 42 at the state level, because we are not Attorneys.

Alderperson Wagner pointed out the following things that the subcommittee would like to include in our local ordinance that are not in Act 42:

1. The Cable TV Committee will a clearing house for complaints. We still want this committee to document complaints received. We don't want this committee left out of that process.
2. The Management Rights Clause, we have the right to regulate anything that the state didn't claim control over.

Alderperson Wagner said we want to be able to enforce certain levels of customer service, so that we have some control over it.

CTV08-036 Motion by Asplin, second by Kobs to approve the minutes of the June 12, 2008 subcommittee meeting. All Ayes.
Motion carried

CORRESPONDENCE
A letter was received from Charter Communications notifying the City of Marshfield that they have submitted an application to the State of Wisconsin, Department of Financial Institutions for a State-issued franchise.

Kummer said that we responded to Charter as we had to by law.

Quarterly franchise fee payment in the amount of $48,200.82 was received.

DISCUSSION ON LICENSING COMMUNITY PRODUCERS/CREATING A POLICY
The PEG Guidelines subcommittee will create a policy when they review the PEG Guidelines.

CONTINUED DISCUSSION ON POSSIBILTY OF STREAMING MEETINGS ON THE CITY'S WEBSITE
Kummer is still trying to set up a time for a demonstration with Granicus.

Kobs said that he and Dan would like to talk with the City of Stevens Point first.

The Cable TV Committee is pursuing this matter in hopes of finding funding for it.

Noble reminded everyone that YouTube is still a possibility if we can't find the funding. There are other cities in Wisconsin that use YouTube.

PUBLIC ACCESS COORDINATOR'S REPORT
Kummer presented the Public Access Coordinator's Report for the period of May 12, 2008 through June 23, 2008. (See attached report.)

Mike Kobs will be hosting the Inside City Government Series of shows that will be shooting in late July.

Charter Communications will be moving all PEG channels to the Digital 900 tier on August 12, 2008. All PEG channels across the state will be on channels 980-994. Wisconsin Eye will be on channel 995, CSPAN-3 will be 996, CSPAN-2 will be channel 997 and CSPAN will be channel 998.

To receive the PEG channels people will either have to subscribe to digital, have a new digital TV or a Charter converter box. Non-Charter QAM tuners won't see their program guide. Some will show a channel ID that Charter sends and some will not. We will be receiving information on how to get our program schedules to TV Guide. There will be an $80.00 one time setup fee.

The WAPC (Wisconsin Association of PEG Channels) has opted to hire an attorney to look into Act 42 and see how its provisions apply to federal law in regards to the movement of PEG channels.

Discussion was held as to how much we should allocate to participate in the legal defense. Kummer believes that our amount will be based on what our budgets is. We will be in the top tier.

CTV08-037 Motion by Noble, second by Asplin to receive and place on file the Public Access Coordinator's Report. All Ayes.
Motion carried

CTV08-038 Motion by Wagner, second by Holck to authorize the Cable TV Chairperson to expend up to $500.00 between now and the next regular Cable TV meeting on legal fees for participating in the legal defense fund. All Ayes.
Motion carried

BILLS
The bills were reviewed.

The snow removal invoices were discussed in detail.

Holck pointed out that We Energies is still using estimated readings.

Kummer will check into the We Energies bill.

CTV08-039 Motion by Asplin, second by Holck to authorize payment of the following bills as presented:

Charter Business	$ 148.87
EO Johnson	
(Invoices 28055605, 28068179 & CNIN270666)	344.98
Wepack Shipping (Invoices 62446 & 63176)	17.18
OfficeMax (Receipts 85541586 & 89547586)	318.00
Dan Kummer (Reimbursement)	106.05
Mike Kobs (Reimbursement)	106.05
Dan Kummer (Reimbursement – Pick'n Save)	9.06
Radisson Paper Valley Hotel	188.00
Digital Juice	209.59
Veolia Environmental Services	17.07
Markertek Video Supply	293.54
We Energies	44.32
Menards	23.21
Marawood Real Estate 200, LLC	728.68
Vidcom, LLC (Invoices 1460, 1461, 1464 & 1465)	4,858.00
Total	**$7,412.60**

All Ayes.
Motion carried

FINANCIAL REPORTS
CTV08-040 Motion by Kobs, second by Noble to receive and place on file the financial reports for the periods of January 1, 2008 through April 30, 2008 and January 1, 2008 through May 31, 2008. All Ayes.
Motion carried

AGENDA ITEMS TO BE PLACED ON THE JULY 28, 2008 AGENDA

- Discussion on licensing community producers/creating a policy
- Update on streaming meetings on the City's website
- Update on Granicus presentation
- 2009 Budget Projections

Next meeting is scheduled for July 28, 2008 at 5:00 p.m.

Motion by Holck, second by Asplin to adjourn at 6:13 p.m. All Ayes.
Motion carried

Lori A. Panzer
Deputy City Clerk

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