



Michigan Municipal Services Authority
PO BOX 12012, LANSING MI 48901-2012

PUBLIC NOTICE OF ELECTRONIC REGULAR MEETING OF THE MICHIGAN MUNICIPAL SERVICES AUTHORITY EXECUTIVE COMMITTEE

PLEASE NOTE: THIS NOTICE IS GIVEN AND PUBLISHED PURSUANT TO MCL 15.263a. The Executive Committee of the Michigan Municipal Services Authority (the Authority) is meeting electronically as a result of the COVID-19 virus and to protect the health, safety and welfare of the citizens of Michigan from such virus, as allowed by MCL 15.263a.

The Authority will hold a regular meeting on the following date, at the following time, and at the following location:

Date

Thursday, November 18, 2021

Time

2:00 PM

Refer to the MMSA's website to view the complete Agenda and Packet for the meeting.

Specific instructions for public participation via a webinar will be posted on the MMSA's

website: <http://michiganmsa.org/>

WEBINAR LINK: <https://zoom.us/j/9015758091>

WEBINAR ID: 901 575 8091

The meeting is open to the public and this notice is provided under the Open Meetings Act, 1976 PA 267, MCL 15.261 to 15.275.

The meeting location is barrier-free and accessible to individuals with special needs. Individuals needing special accommodations or assistance to attend or address the meeting should contact the Authority at (248) 925-9295 prior to the meeting to assure compliance with Subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, and 42 USC 12131 to 12134.

A copy of the proposed meeting minutes will be available for public inspection at the principal office of the Authority within 8 business days. A copy of the approved minutes of the meeting, including any corrections, will be available for public inspection at the principal office of the Authority within 5 business days after approval.



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
REGULAR MEETING**

Thursday, November 18, 2021 at 2:00 PM

LIVE ZOOM WEBINAR - [\[Link to Join Webinar\]](#) Webinar ID: 901 575 8091

Capitol View Building - 201 Townsend St Suite 900 - Lansing, MI 48933

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of Minutes**
 - a. Minutes of the October 14, 2021 Executive Committee regular meeting
- V. Administrative Report**
- VI. Old Business**
- VII. New Business**
 - a. Resolution 2021-06 Depository Bank Account Signers
 - b. Resolution 2021-07 Schedule of Regular Meetings for Calendar Year 2022
- VIII. Public Comment**
- IX. Other Business**
- X. Adjournment**

A copy of the proposed minutes of the meeting will be available for public inspection at the principal office of the Authority within 8 business days. A copy of the approved minutes of the meeting, including any corrections, will be available for public inspection at the principal office of the Authority within 5 business days after approval.



Michigan Municipal Services Authority
 PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
 REGULAR MEETING**

Thursday, October 14, 2021 at 1:30 p.m.

LIVE ZOOM MEETING
 Capital View Building
 Constitution Room – 9th Floor
 201 Townsend Street
 Lansing, MI 48933

MINUTES

Proposed Minutes Approved

MEETING TYPE: Regular Special

I. Call to Order

The meeting was called to order at 1:33 p.m.

II. Roll Call

Executive Committee Member Attendance:

	LOCATION	PRESENT	ABSENT
Angela Rogensues, Chair*	Warren, Macomb County	X	
Eric DeLong, Treasurer*	Grand Rapids, Kent County	X	
Kathleen Lomako, Secretary*	Livonia, Oakland County	X	
Donna Cangemi*	Sterling Heights, Macomb County	X	
Scott Erbisch*	Marquette, Marquette County	X	
Aaron Wagner*	Grosse Pointe, Wayne County	X	

*Participated via teleconference.

Other attendees:

- Jaymes Vettraino, MMSA*
- Kristen Delaney, MMSA*
- Steve Liedel, Dykema*
- Samantha Harkins, Hundred Place*

- Nate Geinzer, Hundred Place*
- Penny Hill, MMSA Authority Board*

III. Approval of Agenda

Moved by: Lomako
Supported by: Cangemi

Yes: X No:

IV. Approval of Minutes

- a. Approval of the minutes from the regular September 9, 2021 Executive Committee meeting.
- b. Approval of the minutes from the regular September 20, 2021 Executive Committee meeting.

V. Administrative Report & New Business

DeLong joined the meeting at 1:36 p.m.

Vettrainso delivered the CEO report. He noted that Attorney Liedel has drafted a letter on behalf of Grand Rapids to address CGI performance issues which have become even more critical in the last couple weeks. Liedel is also working with Kent County on their renewal. Lomako questioned how the issue with Grand Rapids will be resolved? DeLong noted that they have been and continue to notify CGI of issues, which they have not been able to adequately address.

Vettrainso stated that there was no update on METRO Act at this time. The LCSA continues to work with Resultant on new processes and procedures. He noted that a new cycle will begin towards the end of the year when the LCSA begins to collect data. He noted that the LCSA is meeting with Resultant on a monthly basis.

The Council discussed the agreement and scope of services between MMSA and Hundred Place. Lomako asked questions about the day-to-day operations of the MMSA and who would handle specific functions. Vettrainso gave an overview of how bookkeeping and auditing was done and the process for accounts payable.

Wagner joined the meeting at 2:00 p.m

Motion to approve the services agreement with Hundred Place dated October 18, 2021 with a request to include more specific information under bullet point #1 to include a detailed scope of services.

Moved by: Lomako

Supported by: Rogensues

Yes: No:

VI. Old Business

None.

VII. New Business

None.

VIII. Public Comment

None.

IX. Other Business

Vettraino proposed moving the November meeting from the 11th to the 18th because the 11th falls on Veteran's Day.

Motion by to change the date of the November MMSA meeting to November 18, 2021.

Moved by: Rogensues

Supported by: Erbisich

Yes: No:

X. Adjournment

Motion to adjourn the meeting 2:16 p.m.

Moved by: Lomako

Supported by: Erbisich

Yes: No:

Certification of Minutes

Approved by the Executive Committee on November 18, 2021.

Authority Secretary

Date



**EXECUTIVE COMMITTEE
RESOLUTION 2021-06**

Depository Bank Account Signers

The executive committee of the Michigan Municipal Services Authority resolves:

- that the following individuals are the authorized signers for the depository account for money of the Michigan Municipal Services Authority (“**Authority**”) by Fifth Third Bank:

Name	Title
Angela Rogensues	Chairperson
Kristen Delaney	Assistant to the Chief Executive Officer
Eric DeLong	Treasurer
Samantha Harkins	Chief Executive Officer

(each an “**Authorized Signer**”);

- that Fifth Third Bank is authorized and directed to recognize the signatures of the Authorized Signers on checks drawn on, for the withdrawal of funds, and for the transaction of any other business regarding the indicated account or accounts of the Authority until such time as the Authority gives written notice of a change in authorization and Fifth Third Bank has a reasonable opportunity to act on that notice;
- that Fifth Third Bank also is authorized in its discretion to accept additions, deletions, changes, and other updates to the Commercial Master Signature on file with Fifth Third Bank on behalf of the Authority in a separate, written instrument signed by an Authorized Signer;
- that in connection with the Authority’s ongoing use of the Authority’s account or accounts at Fifth Third Bank, the treasurer is authorized to sign and deliver a Commercial Master Signature Card or updates to the Commercial Master Signature Card consistent with this resolution, including replacing the Authority’s existing Commercial Master Signature Card on file with Fifth Third Bank on the date this resolution is adopted;
- that by signing and delivering the Commercial Master Signature Card, or any updates, the treasurer is authorized on behalf of the Authority to acknowledge receipt of and agree to the Fifth Third Bank Commercial Account Rules governing the Authority’s account or accounts (as amended or updated), and agree to the

related operating policies in effect at Fifth Third Bank with respect to the account or accounts;

- that the treasurer is authorized by the Authority to certify that that the treasurer is duly authorized by the Authority to execute and deliver the Commercial Master Signature Card or any updates, and that the signatures on the Commercial Master Signature Card and any of its exhibits or updates are the genuine specimen signatures of the listed persons;
- that the Authorized Signers are authorized to execute on behalf of the Authority the documents, certifications, or other authorizations, and make subsequent changes, as required by Fifth Third Bank to effectuate this resolution; and
- that this resolution shall remain effective until rescinded or superseded by the executive committee.

Secretary's Certification:

I certify that this resolution was adopted by the Executive Committee of the Michigan Municipal Services Authority at a properly-noticed open meeting held with a quorum present on November 18, 2021.

Authority Secretary

Date



Michigan Municipal Services Authority

PO BOX 12012, LANSING MI 48901-2012

**EXECUTIVE COMMITTEE
RESOLUTION 2021-07**

Schedule of Regular Meetings for Calendar Year 2022

The executive committee of the Michigan Municipal Services Authority (the “**Authority**”) resolves that the following notice and schedule of regular meetings is adopted and approved as the schedule of regular meetings for the executive committee of the Authority for the calendar year ending December 31, 2022:

Date	Time	Location
Thursday, January 13, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, February 10, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, March 10, 2022	2:00 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, April 14, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, May 12, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, June 19, 2022	2:00 p.m.	Livonia City Hall 33000 Civic Center Drive, 4th Floor Livonia, MI 48154
Thursday, July 14, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, August 11, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, September 8, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, October 13, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933

Thursday, November 10, 2022	2:00 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933
Thursday, December 8, 2022	1:30 p.m.	Capital View Building 201 Townsend St, Suite 900 Lansing, MI 48933

Secretary's Certification:

I certify that this resolution was adopted by the executive committee of the Michigan Municipal Services Authority at a properly-noticed open meeting held with a quorum present on November 18, 2021.

Authority Secretary

Date