

**RESOLUTION NO. 18-41**

**A RESOLUTION APPROVING AND ADOPTING RULES  
ALLOWING ATTENDANCE AT MEETINGS OF THE MORTON GROVE-NILES WATER  
COMMISSION BY AUDIO OR VIDEO CONFERENCE**

**WHEREAS**, in 2017, the Morton Grove-Niles Water Commission (“MGNWC”) was established by the Village of Morton Grove, a home rule Illinois municipal corporation (“Morton Grove”), and the Village of Niles, a home rule Illinois municipal corporation (“Niles”), by the adoption of ordinances pursuant to Division 135 of Article 11 of the Illinois Municipal Code (65 ILCS 5/11-135-1, *et seq.*) (“Division 135”).

**WHEREAS**, the MGNWC is authorized, pursuant to Section 7 of the Illinois Open Meetings Act (5 ILCS 120/7) to allow a member of the Board of Commissioners of the MGNWC (“MGNWC Board”) to attend an MGNWC Board meeting by audio and video conference if

- a) a quorum of the MGNWC Board is physically present at the meeting;
- b) the MGNWC Board member is prevented from physically attending the meeting because of: (i) personal illness or disability; (ii) employment purposes or the business of the MGNWC; or (iii) a family or other emergency;
- c) the member notifies the MGNWC Clerk before the meeting unless advance notice is impractical; and
- d) the MGNWC Board has adopted rules allowing a member to attend a meeting by audio or video conference; and

**WHEREAS**, The MGNWC Board wishes to allow its members to attend meetings by video and audio conference in accordance with Section 7 of the Illinois Open Meetings Act and has developed rules attached hereto as **Exhibit A** establishing procedures for rules for such attendance; and

**WHEREAS**, The MGNWC Board finds that passage of this Resolution, for purposes of approving and adopting rules to allow its members to attend meetings by video and audio conference is in the best interests of MGNWC.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MORTON GROVE-NILES WATER COMMISSION, COOK COUNTY, ILLINOIS, AS FOLLOWS:**

SECTION 1: Each Whereas paragraph above is incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.


SECTION 2: The MGNWC Board approves and adopts the Rules for Attending Meetings of the Morton Grove-Niles Water Commission By Audio Or Video Conference, a copy of which is attached hereto as Exhibit “A” and made a part hereof.

SECTION 3: This Resolution shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 22nd day of March 2018, pursuant to a roll call vote as follows:

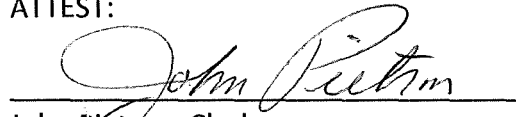
AYES: John Pietron and Steven Vinezeano  
NAYS: None  
ABSENT: None (Cook County Appointee not appointed yet)

PASSED by the Board of Commissioners of the Morton Grove-Niles Water Commission, Cook County, Illinois on a roll call vote at a Special Meeting thereof held on the 22nd day of March 2018, and approved by the Chair, and attested by the Clerk on the same day.



Steven Vinezeano, Chair

ATTEST:



John Pietron, Clerk

**EXHIBIT A**  
**RULES FOR ATTENDANCE AT MEETINGS OF THE MORTON GROVE-NILES WATER**  
**COMMISSION BY AUDIO OR VIDEO CONFERENCE**

A Commissioner of the Morton Grove-Niles Water Commission ("MGNWC") may attend an open or closed meeting by audio or video conference under the following circumstance:

1. A quorum of Commissioners must be physically present at the location of an open or closed meeting of the Board of Commissioners.
2. Commissioners who are not physically present may participate in open or closed meetings by means of a video or audio conference only if the Commissioner is prevented from physically attending by: a) personal illness or disability; b) employment purposes; c) business of the public body; d) a family emergency; or e) another emergency.
3. If a Commissioner wishes to attend a meeting by video or audio conference, the Commissioner must notify the Clerk of the MGNWC in writing at least forty-eight (48) hours before the meeting, unless advance notice is impractical.
4. Notification shall include a detailed recitation of the particular circumstances by which the Commissioner cannot attend, and also cite one of the five (5) above specified categories, and a telephone number where the Commissioner can be reached during the meeting. A sample notification form is attached to these rules. Copies of the request shall be provided to all Commissioners promptly, but in no event later than the meeting in question.
5. Upon receipt of Notice of Intent to participate electronically, the Clerk shall make appropriate arrangements for equipment to allow the Commissioner to participate in the meeting. The equipment shall provide output sufficient for persons attending the meeting, and members of the audience to hear the Commissioner speak, and also shall allow the Commissioner to hear other Commissioners and any person who addresses the Board of Commissioners.
6. If the Commissioner who is attending electronically would normally chair the meeting, a chairperson pro temp who is physically present may be appointed.
7. Whenever a Commissioner attends a meeting electronically, all votes shall be by roll call vote.
8. An electronically attending Commissioner must identify himself or herself by name and be recognized by the Chairperson before speaking.
9. Minutes of all meetings shall reflect if a Commissioner was physically present or present by means of a video or audio conference. Lack of such a specification shall be deemed to indicate the Commissioner in question was physically present.

Sample Electronic Attendance Request: The format for submitting a request for electronic attendance shall be as follows:

**ELECTRONIC ATTENDANCE REQUEST**

I hereby request to electronically attend the meeting of the Morton Grove-Niles Water Commission at \_\_\_p.m. on \_\_\_\_\_, 20\_\_ I am eligible to participate electronically because of [check one]:

Personal illness or disability (Description of illness or disability):  
\_\_\_\_\_

Employment purposes (Name of employer):  
\_\_\_\_\_

Business of the public body (Specify nature of business):  
\_\_\_\_\_

Family emergency (Nature of emergency):  
\_\_\_\_\_

Another emergency (Nature of the emergency):  
\_\_\_\_\_

During the meeting I will be at the following location: \_\_\_\_\_

and reachable at the following phone number: \_\_\_\_\_

\_\_\_\_\_  
Signature of Commissioner

\_\_\_\_\_  
Date

**CLERK'S CERTIFICATE**

I, John Pietron, Clerk of the Morton Grove-Niles Water Commission, Cook County, State of Illinois, certify that the annexed and foregoing is a true and correct copy of that certain Resolution now on file in my office, entitled:

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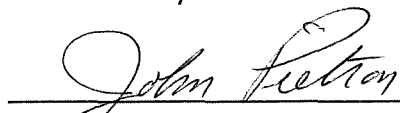
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which Resolution was passed by the Board of Commissioners of the Morton Grove-Niles Water Commission at a Regular Meeting on the 22nd day of March 2018, at which meeting a quorum was present. I further certify that the vote on the question of the passage of said Resolution by the Board of Commissioners of the Morton Grove-Niles Water Commission was taken by Ayes and Nays and recorded in the minutes of the Board of Commissioners of the Morton Grove-Niles Water Commission, and that the result of said vote was as follows, to-wit:

AYES:            John Pietron and Steven Vinezeano  
NAYS:            None  
ABSENT:        None (Cook County Appointee not appointed yet)

I do further certify that the original Resolution, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand this 22nd day of March 2018.

  
\_\_\_\_\_  
John Pietron, Clerk  
Morton Grove-Niles Water Commission