

**VILLAGE OF BURLINGTON  
P.O. BOX 205  
BURLINGTON, IL 60109-0205  
VILLAGE CLERK – CHRISTINE JONES  
PHONE: 847-683-2283**

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**Village Board Meeting  
Meeting Location – Village Hall, 175 Water Street  
And Remote (Call In: 877-309-2073, Access Code: 145-231-853)  
April 7, 2025 7:00 p.m.**

**Present:** Village President Mary Kay Wlezen, Deputy Clerk Natalie Meisner, Public Works Director Mark Wilkison and Village Attorney Eric Stach.

**Open the Meeting:** Village President Mary Kay Wlezen opened the meeting at 7:00 p.m. and led the Pledge of Allegiance.

**Roll Call:** Trustees: Jim Daffron, Amanda Stephens, Mike Szydlo and Ryan Wasson (Deb Twenhafel and Jean Micklevitz arrived at 7:04 pm).

**Absent:** Village Treasurer Melissa Wellendorf.

**Remote:** Village Treasurer Matt Krueger.

**Guests:** Tim Holdeman (Engineering Enterprises Inc).

**Approval of Elected Officials remote attendance.** No remote officials.

**Welcome Guests:** Tim Holdeman (Engineering Enterprises Inc).

**Approval of Bills to be paid as presented on Warrant 23-FY 2025, Dated April 7, 2025 in the amount of \$31,888.40:** Trustee Ryan Wasson made a motion to approve the bills to be paid as presented on Warrant 23-FY 2025 dated April 7, 2025 in the amount of \$31,888.40. Trustee Mike Szydlo seconded the motion. Ayes: Trustees: Ryan Wasson, Mike Szydlo, Amanda Stephens and Jim Daffron. Four ayes, motion carried.

**Resignation of Village Board Trustee Ryan Wasson.** President Wlezen stated Trustee Wasson has one more meeting left in May of 2025.

**Tim Holdeman (Engineering Enterprises Inc) will address the Board regarding the Source Water Protection Plan.** Tim Holdeman was present with a booklet for everyone to view as he presented the Source Water Protection Plan for Burlington. Source Water Protection is a program that protects the source of drinking water that is consumed. The EPA (Environmental Protection Agency) has certain requirements which the Source Water Protection Plan has met. The Source Water Protection Plan will need to be updated every (5) years. A presentation followed explaining the booklet in detail.

**Board Discussion on Annexed Roads/Ben Stone Letter.** President Wlezen stated a letter was mailed to Kane County Department of Transportation (KDOT) concerning the conditions of certain roads. KDOT responded by stating the roads belong to the Village of Burlington. Prior to receiving the letter, President Wlezen had been in contact with Kane County Representative Rick Williams concerning these issues. Public Works Director Mark Wilkison met with Rick Williams and drove out onto the roads to show him the road conditions. Village Attorney Eric Stach reviewed the Annexation Agreements for the Annexed Roads to see if we can de-annex the roads. The Village of Burlington has spent over \$600,000 on road repairs for the annexed roads in the past (15) years. Village Attorney Eric Stach explained the process to disconnect the roadways to be returned to the Township which the authority comes from State Statue. President Wlezen stated an Intergovernmental Agreement can also be considered. A Committee of the Whole Meeting is scheduled for Monday, April 14<sup>th</sup> 2025, 6 p.m. at Elgin Community College, Plank Road location to discuss the disrepair of the outlying roads.

**Board Action on Ordinance 2025-2 An Ordinance Extending an Intergovernmental Agreement Regarding Jurisdictional Boundaries with the Village of Hampshire.** President Wlezen stated the Boundary Agreement has already been approved at this time Ordinance 2025-2 is being approved. Trustee Ryan Wasson made a motion to approve Ordinance 2025-2 An Ordinance Extending an Intergovernmental Agreement Regarding Jurisdictional Boundaries with the Village of Hampshire. Trustee Deb Twenhafel seconded the motion. Ayes: Trustees: Jim Daffron, Amanda Stephens, Deb Twenhafel, Jean Micklevitz, Mike Szydlo and Ryan Wasson. Six ayes, motion carried.

**Board Action on Ordinance 2025-3 An Ordinance Extending an Intergovernmental Agreement Regarding Jurisdictional Boundaries with the Village of Virgil.** President Wlezen stated the Boundary Agreement has already been approved at this time Ordinance 2025-3 is being approved. Trustee Ryan Wasson made a motion to approve Ordinance 2025-3 An Ordinance Extending an Intergovernmental Agreement Regarding Jurisdictional Boundaries with the Village of Virgil Trustee Amanda Stephens seconded the motion. Ayes: Trustees: Ryan Wasson, Jean Micklevitz, Mike Szydlo, Deb Twenhafel, Amanda Stephens and Jim Daffron. Six ayes, motion carried.

**Board Action on Ordinance 2025-4 An Ordinance Extending an Intergovernmental Agreement Regarding Jurisdictional Boundaries with the City of Genoa.** President Wlezen stated the Boundary Agreement has already been approved at this time Ordinance 2025-4 is being approved. Trustee Ryan Wasson made a motion to approve Ordinance 2025-4 An Ordinance Extending an Intergovernmental Agreement Regarding Jurisdictional Boundaries with the City of Genoa. Trustee Deb Twenhafel seconded the motion. Ayes: Trustees: Ryan Wasson, Jim Daffron, Mike Szydlo, Deb Twenhafel, Amanda Stephens and Jean Micklevitz. Six ayes, motion carried.

**Board Action on Ordinance 2025-5 An Ordinance Extending an Intergovernmental Agreement Regarding Jurisdictional Boundaries with the City of Elgin.** President Wlezen stated the Boundary Agreement has already been approved at this time Ordinance 2025-5 is being approved. Trustee Ryan Wasson made a motion to approve Ordinance 2025-5 An Ordinance Extending an Intergovernmental Agreement Regarding Jurisdictional Boundaries with the City of Elgin. Trustee Jean Micklevitz seconded the motion. Ayes: Trustees: Deb Twenhafel, Mike Szydlo, Ryan Wasson, Jean Micklevitz, Amanda Stephens and Jim Daffron. Six ayes, motion carried.

#### **Committee Reports:**

**Personnel and Administration Committee- (Jim Daffron)** Jim Daffron stated the Employee Handbook is still in review with the Village Attorney's Office.

**Public Works Committee – (Mike Szydlo)** Public Works Director Mark Wilkison stated he is aware of the asphalt issue at Center and Main Street and will be looking at reaching out to EEI and other sources for repair.

**Public Safety/Health & Welfare Committee – (Ryan Wasson)** No report.

**Community Development and Events Committee – (Deb Twenhafel)** Deb Twenhafel stated it would be best to reschedule the Annual Street Dance until 2026.

**Planning and Development Committee – (Amanda Stephens)** No report.

**Finance Committee – (Jean Micklevitz)** No report.

**Village President's Report:** Village President Mary Kay Wlezen discussed the upcoming Committee of the Whole Meeting on Monday, April 14<sup>th</sup> 2025, 6pm at Elgin Community College, Plank Road location to discuss the disrepair of the outlying roads. Burlington resident, Ernie Jackson will be on the Lake County Honor Flight 427 on April 25<sup>th</sup> and returning on Sunday April 27<sup>th</sup>.

**Village Clerk's Report:** Clerk Jones stated the Statement of Economic Interest is due by May 1<sup>st</sup> 2025. The House Bill 1082 (Audit Reports) has passed the 3<sup>rd</sup> reading. Instructions to fill out a witness slip were passed out for a House Bill in Illinois.

**Deputy Clerk's Report:** No Report.

**Guests:** No Report.

At 8:21 p.m. Trustee Ryan Wasson motioned to go into a **Closed or Executive Session: LITIGATION 5 ILCS 120/2 (c) (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.** Trustee Deb Twenhafel seconded the motion. Roll call vote, motion passed unanimously.

**The Board Meeting reconvened at 8:46 p.m.**

**Roll Call.** Trustees: Jim Daffron, Amanda Stephens, Jean Micklevitz, Ryan Wasson, Mike Szydlo and Deb Twenhafel were present.

**Board Action on the January 21, 2025, Closed Session Village Board Meeting Minutes.** Trustee Ryan Wasson made a motion to approve. Trustee Jean Micklevitz seconded the motion. Ayes: Trustees: Ryan Wasson, Jean Micklevitz, Mike Szydlo, Deb Twenhafel, Amanda Stephens and Jim Daffron. Six ayes, motion carried.

**Board Consideration and Potential Action on Authorizing Litigation for Failure to Obtain Building Permits.** President Wlezen stated she would reach out to the owners of Art and Alma's Century Inn to discuss if needed and advise.

**Adjournment:** Trustee Deb Twenhafel made a motion adjourn the meeting and Trustee Ryan Wasson seconded the motion. All ayes. The meeting adjourned at 8:48 p.m.

Respectfully Submitted,

Natalie Meisner  
Deputy Clerk