

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

---

**Village Board Meeting  
Meeting Location – Village Hall, 175 Water Street  
Remote (Call In: 877-309-2073, Access Code: 145-231-853)  
March 18, 2025, 7:00 p.m.**

**Present:** Village President Mary Kay Wlezen, Village Clerk Christine Jones, Deputy Clerk Natalie Meisner, Village Engineer Kyle Welte, Village Attorney Eric Stach, and Village Treasurer Melissa Wellendorf.

**Open the Meeting:** President Wlezen opened the meeting at 7:02 p.m.

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

**Remote:** None

**Absent:** Trustee Ryan Wasson and Public Works Director Mark Wilkison.

**Guests:** Jamie LeBlanc

**Approval of Elected Officials' remote attendance.** None.

**Welcome Guests.** Mary Kay welcomed the guests mentioned above.

**Approval of the bills to be paid as presented on Warrant-22 FY 2025, Dated March 18, 2025, in the amount of \$16,580.13.** Mike motioned to approve. Deb seconded. *Roll call vote, motion passed unanimously.*

**Approval of February 3, 2025, Village Board Meeting Minutes.** Mike motioned to approve. Amanda seconded. *Roll call vote, motion passed unanimously.*

**Approval of February 18, 2024, Village Board Meeting Minutes.** Deb motioned to approve. Amanda seconded. *Roll call vote, motion passed unanimously.*

**Resignation of Village Board Trustee Ryan Wasson.** Tabled until the next Village Board meeting.

**Village Boards Consent for the Village President to Appoint Curtis Olson as Village Trustee for the Remainder of Former Trustee Ryan Wasson's Term through April 30, 2025. Oath of Office of Curtis Olson.** Mary Kay said Curtis may not be able to assume the remainder of Ryan's term. The appointment and Oath of Office were tabled until an undetermined date.

**Public Works/Water Plant Report.** No report.

**Village Treasurer's Report.** Melissa stated that the FY 2025-2026 budget is proceeding as planned. The Board reviewed line items and made necessary adjustments. Melissa said the final budget and appropriations will be presented for approval at the April 21<sup>st</sup> Board meeting.

**Village Engineer's Report.** Kyle said Tim Holdeman (EEI) will address the Board regarding the importance of the Source Water Protection Plan that has been submitted to the Illinois

Environmental Protection Agency (IEPA). He mentioned that the household income survey which Kane County will conduct, has been delayed due to staffing shortages. He also noted that the Village is eligible for a grant through the Environmental Protection Agency (EPA) to purchase a generator and will begin preparing the necessary grant documentation.

**Village Zoning Enforcement Officer's Report.** No report.

**Village Attorney Report.** Eric said the boundary agreement between Burlington and Sycamore will be presented for Board approval at the next Village Board meeting. In addition, he reported that the notice of Public Hearing regarding the boundary agreement with Campton Hills will be published on Wednesday, March 19<sup>th</sup>. The hearing will be held at the regular Village Board meeting on April 21<sup>st</sup>.

**Village President's Report.** Mary Kay reported that she and Mark will be meeting with Rick Williams, Kane County Board District Representative, on March 21st to discuss and inspect several roads in disrepair, including Engle, Lenschow, Lawrence, Waughon, Chapman, and Godfrey Roads. She also noted that the Forest Preserve is considering taking over responsibility for Engle Road, as its usage is expected to increase with the upcoming arrival of bison at the preserve.

Mary Kay requested a motion to approve Christine's attendance at the International Institute of Municipal Clerks (IIMC) Annual Conference, May 18<sup>th</sup> through May 22<sup>nd</sup>, with expenses not to exceed \$2,500. Deb motioned to approve, and Mike seconded. *Roll call vote, motion passed unanimously.*

She also requested a motion for Christine to attend the Municipal Clerks of Illinois (MCI) Spring Seminar on April 3rd and 4th, with expenses not to exceed \$750. Deb motioned to approve, and Jean seconded. *Roll call vote, motion passed unanimously.*

**Village Clerk's Report.** Christine informed the board that she had received several scholarships to help cover the costs of the previously mentioned training events. She expressed her gratitude to the board for their approval and support.

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

**Presentation and Review of Water Billing Memo.** February 2025 Receipts were \$10,719.69. Security Deposits were \$0.00. Aged Receivables due at the end of February 2025 were \$3,218.98. February 2025 Water Billing was \$13,809.06. February 2025 Late Fees Collected were \$91.92.

**Public Comments:** None

**New Business:** The Board briefly discussed whether having a street dance on August 2<sup>nd</sup> was feasible. Further discussion will resume on another date.

**Guests:** No comments.

**Adjournment.** Deb motioned to adjourn. Jim seconded. All Ayes. The meeting adjourned at 8:06 p.m.

Respectfully Submitted,

Christine Jones