

**PROPERTY ENHANCEMENT COMMITTEE**  
**MEETING MINUTES**  
**June 28, 2023**

Present: Chair Bill Schmidt, , Jim Hilborn, Trustee Chester Pojack

Also Present: *Staff liaison:* Tom Bialas, Steve Kalish,

Absent: Paul Gasiiecki Trustee Mohammed Siddiqi (Excused)

Chair Bill Schmidt called the meeting to order at 6:33 PM.

**Minutes**

The April 26, 2023 minutes were approved.

**Discussion Items:**

- Code Enforcement and the Motor Fuel Tax Road Project – Residential driveway aprons. Lead Code Enforcement Officer Steve Kalish and Operations Supervisor Tom Bialas provided a review of the Village’s road repair project and Code Enforcement’s efforts to identify illegal driveways, which impact the Project. Discussion included:
  - The list of improvements related to the scope of work for the Road Project.
  - The specific notation in that list regarding the driveway removal and replacement component.
  - 2000 square yards of surface included in the removal and replacement project.
  - Management of the Project by the Village Engineer.
  - Streets involved in the Project are throughout the Village.
  - The Village Engineer reviews and determines impact. Not all aprons are replaced.
  - The windshield survey of roads by Code Enforcement to identify illegal driveways.
    - Driveways and aprons that have been installed/expanded without permits.
    - Driveways that impact infrastructure, e.g. too close to hydrant.
  - Notice of any violations provided by Code Enforcement establishing time for compliance.
    - Time allowed for compliance is related to the project and residents are encouraged to contact the Village Engineer to coordinate work.
  - The Permit application process and fees for driveways, as well as general code requirements for driveway installation.
  - Reduction in the number of illegal driveways identified due to the Village’s ongoing use of the Motor Fuel Tax Road Project over the years areas.
  - Success of correcting illegal driveways through the program resulting in property enhancement.

**Topic of Discussion – Miscellaneous Discussion by Committee**

- It was noted that the Road Project installed ADA compliant crossings. Resident, Adam Slotkowski from Anthony Place Apartments, expressed his appreciation for the efforts to improve the crosswalks for the visually impaired.
- No other items discussed.

**Next Meeting:**

- There is no July meeting.
- The next Property Enhancement Committed Meeting with the Landlord/Managers Meeting will be August 23, 2023 at 6:30 pm in the Council Chamber at Village Hall.

**Adjourn:** Chair Bill Schmidt adjourned the meeting at 7:20 PM.