

**PROPERTY ENHANCEMENT COMMITTEE
LANDLORD/MANAGERS MEETING
MEETING MINUTES
September 27, 2023**

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

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

Absent: Trustee Mohammed Siddiqi (Excused)

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

Minutes

The August 23, 2023 minutes were approved.

Discussion Items:

The Committee discussed recent code enforcement requests for service from the Comcate complaint system available on the Village website. Inspector Kalish and Operations Supervisor Bialas identified some of the more frequent complaints reported, such as long grass, which is a typical concern in spring and summer. While long grass complaints did slow with the dry period experienced this summer, recent wet weather may result in an increase in coming weeks. Other common citizen concerns have been related to trees and bushes. Dead trees are more easily identified against the typical full healthy trees in the summer months. Tree branches hanging over neighboring properties, as well as into the path of public walkways impeding foot traffic, and the need to trim trees back, are common. Trash and the need to maintain property related to the storage of trash, as well as the proper placement of waste containers at the curb, was noted as having a recent increase. Regardless of the nature of the concern, once the Comcate complaints are processed, they are reviewed by Insp. Kalish for assignment to inspectors for investigation.

Inspectors and Community Service Officers from the police department also locate such issues to initiate enforcement. Whether a citizen or staff initiated, a code enforcement Notice of Violation is sent to the violator. If not corrected in the time specified in the Violation Notice a ticket is issued. Violators can pay the ticket or appear at the Village Adjudication Hearing to resolve the complaint.

Topic of Discussion – Miscellaneous Discussion by Committee

- Chairman Schmidt indicated it had come to his attention that 726 Cynthia Lane is going through a Sheriff's Sale. The property has property maintenance issues and it is hoped the sale will result in cleaning up the property. Insp. Kalish indicated he would be monitoring the situation as Sheriff's Sales take some time to conclude.
- Trustee Pojack inquired about business licenses. The Committee was reminded the annual renewal of business licenses is approaching. Code Enforcement continues to work to bring businesses that remain non-compliant with the renewal process into compliance. Community Development's efforts include working with businesses that respond to notices of non-compliance to resolve issues. As with other types of violation cases, notices of non-compliance are issued and followed up with citations when non-compliance persists.

Next Meeting:

- The next Property Enhancement Committee Meeting with Landlord/Managers Meeting will be October 25, 2023 at 6:30 pm in the Council Chamber on the second floor at Village Hall.

Adjourn: Chairman Schmidt adjourned the meeting at 7:07 PM.