

**PROPERTY ENHANCEMENT COMMITTEE**  
**Landlord Managers Meeting**  
**MEETING MINUTES**  
**February 24, 2021**

Present: Chair Bill Schmidt, Paul Gasiiecki, Jim Hilborn, Mohammed Siddiqi

Also Present: *Staff liaison:* Tom Bialas, Steve Kalish, Trustee Chester Pojack

Absent: Syed Razvi, Sandy Gresak (Excused),

Chairman Schmidt called the meeting to order at 6:32 PM.

**Minutes**

The January 27, 2021 minutes were approved.

**Discussion Items:**

Cold Weather Property Maintenance – Ice Dams

- Lead Code Enforcement Officer Steve Kalish and Assistant to the Director Tom Bialas gave a Power Point presentation regarding ice dams, how they form, damage they can cause, and preventative measures. Discussion included:
  - Ice dams form when melted snow reaches cold eaves and gutters. The frozen snow/ice creates a blockage of moisture near the eaves and valleys. Warm air escaping into the attic warms the snow.
  - The result dammed moisture seeping under the roof shingles and into ceilings and walls. This can damage insulation, drywall and affect the structure when repeated damming occurs over time.
  - Village permitting requirements for roofs include ice and water shield installation. Ice and water shield is a self-adhering polymer-modified bitumen sheet installed under the roof shingles along the edges and eaves of the roof or areas that ice damming can occur. Proper insulation of attic spaces can also help to avoid warm air from interiors rising into attic spaces warming roofs and assisting in melting snow behind the ice dam.
  - When snow piles up, property owners must be diligent to monitor for signs of ice damming. Roof rakes available at hardware stores can be used to pull snow off the roof while safely remaining on the ground. Shoveling off roofs is hazardous. Extreme caution is needed if done. Hiring professionals to clear roof snow is another option.
  - Preventing damming can be accomplished with various devices to melt snow in the area of roof edges and eaves installed before the cold weather arrives. Heated gutter cables installed in gutters / on roofs can prevent snow and ice buildup. Cable kits offered at local hardware stores are available as a less expensive option. Professionally installed systems are also available, but can involve a larger financial investment.
  - Identifying ice damming issues before they cause damage, as well as properly repairing damage that has occurred with future prevention in mind, will save owners time, effort and money.

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

- Chairman Schmidt inquired about the property at 1336 Davine Dr. previously discussed due to the exterior conditions. Ownership received tickets in 2020 and subsequently registered the property according to the Vacant Building ordinance. LCEO Kalish indicated he would check into the status.

**Next Meeting:**

- The next Property Enhancement Committee Meeting will be March 24, 2021 at 6:30 in the Floyd Brown room of Village Hall.

**Adjourn:** Chairman Schmidt adjourned the meeting at 7:16 PM.