

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, JUNE 6, 2016
VILLAGE GREEN PAVILION**

Mayor Paulin called the meeting to order at 7:30pm.

Roll Call

Brandon Paulin, Mayor
Ron Sitoula, Vice Mayor
Curtis Smith, Councilman

Attended By

Ryan L. Hicks, Town Manager
Andrea Brady, Town Clerk
Ginger Foster, Finance Director
Karen Williams, Community Affairs

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 60

Minutes: May 2nd Town meeting minutes and May 25th work session minutes. Vice Mayor Sitoula made a motion to approve the minutes as presented; Councilman Smith seconds the motion. The minutes were approved as presented by voice vote: 3-Ayes, 0-Nays.

Reports of Officers, Boards and Committees:

- A. **Permits** –The permits report for May 2016 was read (attached).
- B. **Finance Report** – The finance report for May 2016 was read (attached).
- C. **Town Manager's Report** – Please have your trash curbside by 7:30am on the day of your scheduled pick up. New members are still needed for the Board of Zoning Appeals, Planning Commission, Ethics Commission, Parks and Rec Committee and Environmental Sustainability Committee. Please contact the town hall if you would like a new 95 gallon toter for recycling delivered to your home or place of business. The broadband project looks to be moving forward. The Town is still working the numbers with the State of Maryland but hope to have this project started this summer. The Town is still waiting on a few environmental impact letters for the TAP grant for restrooms on the Village Green before we can begin construction. The Town hopes to begin construction on this project in late summer or early fall. The Town has applied for a Sustainable Communities designation and should be notified of approval this month. The Town along with Charles County is working on a ULI Study for the Town of Indian Head as it relates to economic development. The application process is complete and a meeting is to be held this week to discuss the briefing book and local stakeholders. Atlantic Kayak will be moving into the old Up the Creek location along Mattingly Avenue this week. Paving repairs are scheduled to take place over the next few months. A few of the locations include, Blair Road, Mattingly Avenue, and around the Senior Center. The Town has applied for reimbursement from FEMA as it

relates to the January severe winter snowstorm. The Town will be reimbursed for 75% of the cost relating to the snowstorm. The Town is still awaiting word from the State on the Boardwalk project as it relates to changing the grant from a 50/50 match to an 80/20 match. The Town should know something this month per SHA. The Water Quality report is in the summer Smoke Signals and on the website.

- D. Code Enforcement Report** – The Town issued 89 violations during the month of May 2016. There were 3 property maintenance violations, 4 trash and debris violations, 2 vehicle violations, 5 structure violations, 1 premises identification violation, 1 rental violation, 1 sidewalks & driveways violation, 1 sedimentation & erosion violation, 1 sanitation violation, 1 animal waste violation and 69 grass & weeds violations. There were 21 rental inspections performed during the month of May 2016.
- E. Planning Commission Report** – The Planning Commission approved sign permits for 4115 Indian Head Highway (Indian Head Pharmacy) and 4360 Indian Head Highway (Thrifty Wash).
- F. Bureau of Fire Prevention** – Wayne Higdon reported that for the month of May, the IHVFD had 11 fire calls, 39 EMS calls and completed 100 hours of training. The IHVFD held the 67th Annual Installation of Officers and Awards Banquet on June 4th and will be holding a fundraiser on July 9th. The fundraiser will be a snakehead tournament, more info to come. Don't forget to check your smoke detectors. If your detectors are over 10 years old you should consider getting a new one with the lithium ion battery.
- G. Community Affairs** – Karen Williams reported information on the upcoming Community Activities and Parks and Recreation events. Kids End of School Fun Night will be held on Thursday, June 23rd from 7pm to 9pm at the Village Green Pavilion. The Annual 4th of July Celebration will be held on Monday, July 4th at the Village Green Park. Patriotic kick-off will be at 3:30pm at the fountain. The Annual National Night Out Celebration will be held on Tuesday, August 2nd, from 6pm to 8pm on the Village Green Park. Grandparents/55 & Older Night will be held on Thursday, August 11, from 7pm to 9pm at the Village Green Pavilion. Kids Back to School Night will be held on Thursday, August 18th, from 7pm to 9pm at the Village Green Pavilion. The Community Activities Committee will meet on Tuesday, June 14th at 7pm at the Village Green Pavilion. Bass Masters International will be holding a tournament in Indian Head in the month of August in conjunction with Charles County Tourism Discover Quest. The Parks and Rec Committee kickball league started June 5th and runs through July 31st at Charlie Wright Park from 3pm to 5pm. The Parks and Rec Committee will hold the Big Day of Play on Saturday, August 27th from 12pm to 4pm on the Village Green and they will hold Family Fun Night on July 27th at the Village Green Pavilion. Karen provided informational brochures on Crime Watch, TIPS Program, bring prepared when you call 911, medical disposal, and avoiding senior citizen scams.
- H. Charles County Recreation** – No report.

- I. Policing Report** – Officer Elliot reminded everyone to lock their doors and if you are not going to lock your car doors make sure to remove all valuables from the car. Officer Elliot discussed a recent incident where two dogs let out for exercise, not on leashes as the law requires, killed another resident's pet. It is the law to keep your dogs on leashes or leads. The Special Olympics Torch Run will be held Thursday, June 9th in La Plata at the Texas Roadhouse.

Briefings: Crystal Sopher, Charles County Public Schools, Food & Nutrition Supervisor gave a briefing on the summer 2016, Lunch On Us program. Lunch On Us provides lunches free of charge throughout the county. Cold bag lunches are available at mobile site and hot lunches are available at school sites. Lunches have to be consumed on site and children must be 18 years old and younger. The nearest hot lunch site is Lackey High School. There will be mobile sites at Woodland Village Park and Charles Landing apartments. Ms. Sopher's briefing will also be available on the Town's website and it will contain two websites for information as well as Ms. Sopher's contact information.

Presentations/Recognitions: Mayor and Council presented a Town seal to the owners of Mario's Barbershop in recognition of being in business for 10 years and providing service to the Town of Indian Head residents.

4th grade students, Makayla Hazel, Jeremy Hoover II, Colin Kirby, Treasure Harvey, Alissa Bruce and Sophia Gallagher read their "If I were Mayor" essays.

5th grade students, Julian McCready, Calvin Dudley and Matthew Harris read their "Bike to Work" essays.

Resolutions: Resolution 06-01-16 was introduced for adoption. It is a resolution appointing Dennis Scheessele to the Board of Zoning and Appeals and establishing his 4 year term of office. Councilman Smith made a motion to adopt resolution 06-01-16; Vice Mayor seconds the motion. Resolution 06-01-16 was adopted by voice vote: 3-Ayes, 0-Nays.

Ordinances: None

Petitions: None

Unfinished Business: None

New Business: None

Miscellaneous: Mayor Paulin read the upcoming June events and meetings.

Citizen's Comments: Barry Picket left a message with the Code Enforcement Officer in reference to his concerns about the area between 204 and 206 Susan Drive where he said there is a hole in the pavement and a crack in the concrete area. Mr. Picket also feels the storm drain needs to be cleaned due to kids throwing things into it. Mr. Picket gave Mayor and Council a

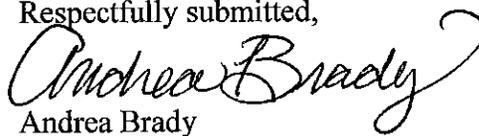
booklet of restaurants and said he spoke with a woman who is potentially interested in relocating a soul food restaurant to Indian Head.

Nancy McGuigan, lifelong resident and local historian was approached by Councilman Smith for information on the dedication of Mattingly Park. Ms. McGuigan provided copies of the information on the dedication to all members of Council and requested they consider redoing the plaque that used to be at the park and have a rededication ceremony.

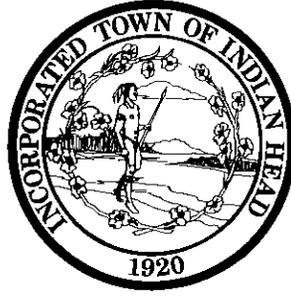
Mayor Paulin congratulated the Lackey Class of 2016 and the co-valedictorians.

With no further questions or comments, the meeting adjourned at 8:30pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrea Brady". The signature is written in black ink and is positioned to the right of the typed name.

Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: May 2016

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
5/17/16	Deana Welch 314 Parran Lane			Shed
5/20/16	Solar Energy World for: William Blaney 21 Woodland Drive			Solar Panels
5/26/16	Jessica Canas 11 Leslie Drive			Interior Renovations

USE & OCCUPANCY PERMIT;

No U & O Certificates were issued during the month of May.

TEMPORARY USE & OCCUPANCY PERMIT;

No Temporary U & O Certificates were issued during the month of May.

DEMOLITION PERMITS;

No Demolition permits were issued during the month of May.

GRADING PERMITS;

5/13/16	Walter Robinson 4265 Strauss Avenue			Replace brick patio w/concrete Construct a new concrete slab at end of driveway
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SIGN PERMITS;

5/27/16	Indian Head Pharmacy 4115 Indian Head Highway			Repaint existing sign white
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TEMPORARY SIGN PERMITS;

No Temporary Sign permits were issued during the month of May.

FINANCE REPORT 5/1/16 to 5/31/16

CASH BALANCE MAY 1, 2016 \$514,024.63

REVENUES	
General	93,250.23
Trash	96,270.06
Water & Sewer	212,303.32
Parks/Pavillion	3,675.00
Land	-
SUB-TOTAL	405,498.61
LGIP Transfer(s)	-
Money Market Interest	39.82

TOTAL REVENUES 39.82 405,538.43

EXPENDITURES	
General	(60,152.47)
Trash	(62,887.18)
Sewer/Water	(74,753.43)
Parks/Pavillion	(7,272.32)
SUB-TOTAL	(205,065.40)

PNC & Amer Exp Merchant Fee(s)	(420.92)
Credit Card Machine	(42.35)
LGIP Transfer(s)	
Check Order	-
Payroll	(36,947.08)
Wire Trans FICA, W/H Tax, Sales Tax	(23,219.00)
SUB-TOTAL	(60,629.35)

TOTAL EXPENDITURES (265,694.75)

CASH BALANCE AS OF MAY 31, 2016 \$653,868.31

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	201,038.14
BOARDWALK	524,054.26
SEWER FUND	27,769.30
WATER FUND	43,111.29
REFUSE FUND	80,045.02
TOTAL LGIP ACCOUNTS	\$ 876,021.79
SEWER BOND (AMERICAN FUNDS)	107,004.75
PNC	10,695.29
TOTAL INVESTMENTS	\$ 993,721.83