

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, JANUARY 5, 2015
VILLAGE GREEN PAVILION**

Mayor Scheessele called the meeting to order at 7:31pm.

Roll Call

Dennis J. Scheessele, Mayor
Randy Albright, Councilman

Attended By

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

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 11

Minutes: December 1 Town meeting minutes, and December 22 work session minutes. Mayor Scheessele made a motion to approve the minutes as presented; Councilman Albright seconds the motion. The minutes were approved as presented by voice vote: 2-Ayes, 0-Nays.

Reports of Officers, Boards and Committees:

- A. **Permits** –The permits report for December 2014 was read (attached).
- B. **Finance Report** – The finance report for December 2014 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 BZA, Planning Commission, and Ethics Commission. Work on the connector trail is almost complete. All that remains is the signage and crosswalks. Please contact the town hall if you would like a new 95 gallon toter for recycling delivered to your home or place of business. Washington Gas, gas line installation is complete. They will be making repairs to the road and the brick pavers over the next few months. All SHA comments on the Boardwalk project have been addressed by ARRO Consulting and funding has been reinstated. The water towers located on Town Street and Diffenbach Court were cleaned and inspected over the past few months. The leaf vacuum truck is no longer in operation for this season. All leaves must be in containers labeled yard waste or in brown law and leaf bags. The Town has already experienced a water main break located on Indian Head Highway last month. Mayor Scheessele mentioned that Washington Gas still appears to be doing work in Bryans Road. Town Manager Hicks confirmed that the lines are not charged for use at this time but they have been doing testing on the lines. Residents and businesses interested in connecting in to the gas line can pick up an application at the town hall.

D. Code Enforcement Report – The Town issued 27 notices of violation during the month of December 2014, 1 tree and shrubs violation, 4 trash and debris violations, 14 rental license violations, 2 vehicle violation, 2 un-permitted work violation, 2 property maintenance violation, and 2 miscellaneous violations one for open burning and one for noise. The Town performed 11 rental inspections during the month of December 2014.

E. Planning Commission Report – No meeting in December.

F. Bureau of Fire Prevention – No report.

G. Community Affairs – The Community Activities Committee will hold its first meeting of the year on Tuesday January 13 at 6pm in the Pavilion. Hazardous waste collection will begin in April and the annual flea market will start in May. The annual spring party and egg hunt will be held on Sunday March 22. Karen took a moment to thank the Community Activities Committee and everyone who volunteered for making all of the 2014 events possible. The Moose Lodge will be holding a paintball turkey shoot for ages 9 and up Saturday January 10 from 1pm to 4pm. Karen introduced Lieutenant Norris the new District II Commander. Lt. Norris thanked Mayor and Council for being invited to the meeting and said it felt good to be back in Indian Head. Mayor Scheessele welcomed Lt. Norris back to the area.

H. Charles County Recreation – No report.

I. Policing Report – No report.

Briefings: None

Presentations/Recognitions: None

Resolutions: Resolution 01-01-15 was introduced. It is a resolution concerning a charter amendment for Mayor and Council salaries for the purpose of amending the Charter of the Town of Indian Head to increase the salaries for the Mayor and members of the Town Council, commencing with the term of office for the Mayor and members of the Town council to be elected in May, 2015. The Mayor's salary would be increased from \$3,000 to \$6,000 and the Council members' salaries would be increased from \$2,500 to \$5,000. The resolution will be up for adoption at the February 2 Town meeting. If the resolution is adopted at that time it would become effective on March 24, 2015 and could commence with the term of office for those elected in May. The salaries for Mayor and Council have not been revised in over a decade.

Ordinances: The State of Maryland required revisions to the Floodplain ordinance in order to stay in compliance with the state and allow residents to get flood insurance at a reasonable rate although no structures in Town are within a flood zone. Town Clerk Brady read over a few of the major text amendments. The majority of the amendments are minor changes. Copies of the changes are available for review at the Town Hall. The text amendments to ordinance 04-01-13 will be on the agenda for adoption at the February 2 Town meeting.

Petitions: None

Unfinished Business: None

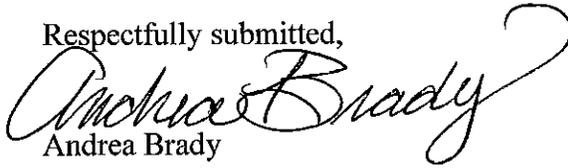
New Business: None

Miscellaneous: Mayor Scheessele read the upcoming January events and meetings.

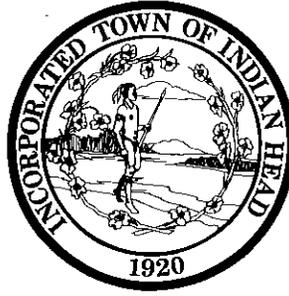
Citizen's Comments: None

With no further questions or comments, the meeting adjourned at 7:55pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrea Brady". The signature is written in black ink and is positioned above the printed name and title.

Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: December 2014

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
12/2/14	Ira & Jessica Gum 45 Mattingly Avenue			Fence
12/12/14	Vivint Solar, Inc. for: William Atkinson 5 Leslie Drive			Solar Panels
12/12/14	Vivint Solar, Inc. for: Robert Steele 400 Indian Head Avenue			Solar Panels
12/22/14	K2NC, LLC 25 East Poplar Lane			Renovation to existing home
12/23/14	MBC Services, LLC 4617 Strauss Avenue		SFD	

USE & OCCUPANCY PERMIT;

12/30/14	AMT Homes, LLC 124 Woodland Drive			Renovated existing home
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TEMPORARY USE & OCCUPANCY PERMIT;

No Temporary U & O Permits were issued during the month of December.

DEMOLITION PERMITS;

No Demolition permits were issued during the month of December.

GRADING PERMITS;

12/23/14	MBC Services, LLC 4617 Strauss Avenue			
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SIGN PERMITS;

No Sign Permits were issued during the month of December.

TEMPORARY SIGN PERMITS;

No Temporary Sign Permits were issued during the month of December.

FINANCE REPORT 12/1/14 to 12/31/14

CASH BALANCE DECEMBER 1, 2014 \$564,159.23

REVENUES	
General	25,942.25
Trash	20,599.16
Water & Sewer	64,102.14
Parks/Pavillion	1,650.00
Land	
SUB-TOTAL	112,293.55

LGIP Transfer(s)	-
Money Market Interest	-
Highway User Funds	
TOTAL REVENUES	- 112,293.55

EXPENDITURES	
General	(82,924.63)
Trash	(20,521.69)
Sewer/Water	(236,763.19)
Parks/Pavillion	(21,677.19)
SUB-TOTAL	(361,886.70)

PNC & Amer Exp Merchant Fee(s)	(1,266.14)
Credit Card Machine	(42.35)
LGIP Transfer(s)	
Check Order	
Payroll	(37,225.52)
Wire Trans FICA, W/H Tax, Sales Tax	(23,559.73)
SUB-TOTAL	(62,093.74)

TOTAL EXPENDITURES (423,980.44)

CASH BALANCE AS OF DECEMBER 31, 2014 \$252,472.34

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	235,920.40
BOARDWALK	552,694.62
SEWER FUND	20,173.09
WATER FUND	40,912.39
REFUSE FUND	2.01
TOTAL LGIP ACCOUNTS	\$ 849,706.29

SEWER BOND (AMERICAN FUNDS)	143,671.33
PNC	11,745.62
TOTAL INVESTMENTS	\$ 1,005,123.24