

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, FEBRUARY 3, 2014
VILLAGE GREEN PAVILION**

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

Roll Call

Dennis J. Scheessele, Mayor
Edward W. Rice, Vice Mayor
Randy L. 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: 20

Minutes: January 6 Town meeting minutes, and January 27 work session minutes. Councilman Albright made a motion to approve the minutes as presented; Vice Mayor Rice 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 January 2014 was read (attached).
- B. **Finance Report** – The finance report for January 2014 was read (attached).
- C. **Town Manager's Report** – Please have trash curbside by 7:30am on the day of your scheduled pick up. New members are needed for the Economic Development Commission, the Ethics Commission, and the Board of Zoning Appeals. The leaf vacuum is over for the season. The Town's annual audit will be completed this month. Public Works has begun work along the connector trail. The work will be completed this month weather permitting. Work on the new website is well underway. Work on next year's budget is underway. The Town will be receiving a grant in the amount of \$30,000 from MDE for our ENR performance in 2013. The Town has received four bids for the Trailhead Plaza located on the Village Green. The Town is looking into providing the citizens the opportunity to pay their utility bill online. If for any reason the recycling is not picked up on Wednesday, it will be picked up on Saturday. The Town is looking into totes for recycling and trash. Town Manager Hicks took a moment to comment on the recent article in the Maryland Independent where he was quoted as saying the Town needs to be selective in what businesses come here. Town Manager Hicks did not say that, he said the businesses that come to Town would need to support the Base and/or the Town citizens. It was also mentioned in the article that closure of well 2 was discussed. Closure of the well was never discussed; repairs to be made were discussed. Mayor Scheessele took a moment to reiterate the need for BZA

and Ethics members mentioning that the work load for these two commissions is not heavy.

- D. Code Enforcement Report** – The Town issued 1 vehicle violation during the month of January 2014; and performed 17 rental inspections.
- E. Planning Commission Report** – The Planning Commission approved a proposed carport/storage addition at the Volunteer Fire Department.
- F. Economic Development Commission Report** – No meeting was held in January.
- G. Bureau of Fire Prevention** – Chief Williams was unable to attend. Wayne Higdon provided the report. During the month of January there were 25 fire responses, 7 in Town, 18 mutual aid. 26 medical responses, and 120 hours of training. Remember to be prepared for power outages and extreme conditions. Keep generators outside and do not fill them when they are hot. The IHVFD&RS is looking for members.
- H. Community Affairs** – Karen Williams reported that the Community Activities Committee is working on the Spring Party & Easter Egg Hunt that will take place on Sunday April 6 from 2pm to 4pm. The Annual Spring Dell CCSO bike ride is coming up on March 22. The CCSO Crime Watch Kick Off will take place March 26 at 7pm at the Jaycees Hall in Waldorf; the public is welcome to attend. The Volunteer Appreciation Dinner will be held April 24. The Community Activities Committee will not be held on February 11 because the Committee will be assisting during the annual Indian Head Business Association Mixer. Valentines Candy Bingo will be held in Potomac Heights on February 8 at 6:30pm, \$5 donation to play. Karen took a moment to express her thankfulness and gratitude for the Town's Community Activities Committee and other volunteers and organizations that help with Town events. Karen also took a moment to thank the IHVFD&RS as well as the Community Policing Officer, the sheriff's department and people who serve on the base. The Town has been blessed with volunteers that help make the Town a great place to live with lots of fun things to do.
- I. Charles County Recreation** – No report.
- J. Policing Report** – Officer Elliot reminded everyone that the weather has been bad and there is potential for snow by Wednesday. Remember to watch how you drive and slow down. There has been a little issue with people collecting scrap metal that is not theirs and that is theft. If you have scrap metal in your yard please consider moving it to prevent theft and remember to call the police to report the incident if it is taken. If you don't call the police don't know. Call 301-932-2222 to report anything.

Briefings: None

Presentations/Recognitions: Mayor Scheessele began by saying he echoed everything Karen Williams said during her Community Activities report. The Town has an outstanding Community Activities Committee, they are talented, dedicated, they have outstanding skills and personalities,

and they serve super meals. Every event the Mayor has attended where the CAC is serving food they always serve it with bright and cheery personalities. The members of the CAC are dedicated and they work hard, and in terms of service they run second to no one. To show our appreciation the Town would like to present them with shirts to give them further pride in what they do and a means to identify them as the CAC. The following members and active volunteers were called to accept their shirts and be recognize, several members were unable to attend due to illness or prior obligations: Karen Williams, Margaret Champagne, Joan Burgess, Kay Claggett, Janet Fogle, Betty Hamrick, Mary Hashagen, Brenda Hayes, Ruby Hayes, Margaret Johnson, Thelery Mack, Margie Posey, Bunnie Sciler, Mary Lee Smith, Erin Smith, Joann Sullivan, Donald Willett, William Hayes, Edna Caywood, Kaye Steele, Helen Rice, Patsy Cornell, Marie Bowie, Mary Osakowicz, and Sharie Pruitt. The Mayor thanked the volunteers again for a job done greatly.

Resolutions: None

Ordinances: None

Petitions: None

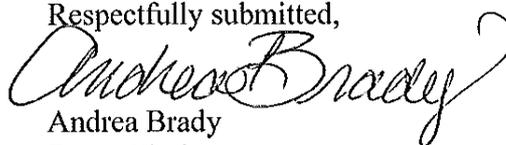
Unfinished Business: None

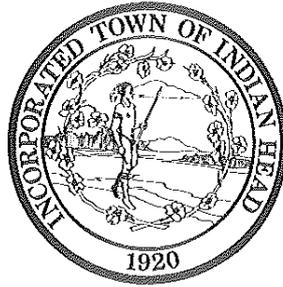
New Business: None

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

Citizen's Comments: Mark Lagana, 3 Woodsome Drive – Mr. Lagana expressed confusion on not being able to speak at work sessions and asked if Mayor and Council figured out when he is able to ask questions. Mayor Scheessele explained that Mr. Lagana is able to speak during the citizens comment portion of the town meeting but the work session is open for observation only. Mr. Lagana stated that he did not understand the purpose of having an open meeting where citizens are unable to comment. Mayor Scheessele explained that it is open so the public can observe the work being done. Mr. Lagana asked why Mayor Scheessele said he would be able to speak at the work session. Mayor Scheessele apologized if he said that he misspoke.

With no further questions or comments, the meeting adjourned at 8:07pm.

Respectfully submitted,

Andrea Brady
Town Clerk



Town of Indian Head, Maryland

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

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
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No Building permits were issued during the month of January.

USE & OCCUPANCY PERMIT;

1/29/14	St Mary's Star of the Sea Church 30 Mattingly Avenue			Church Hall
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TEMPORARY USE & OCCUPANCY PERMIT;

No Temporary U & O permits were issued during the month of January.

DEMOLITION PERMITS;

No Demolition permits were issued during the month of January.

GRADING PERMITS;

1/14/14	DeMario Construction Co., Inc. For PNC Bank			Grading after Demolition of the existing home at - 1 East Poplar Ln
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SIGN PERMITS;

No Sign permits were issued during the month of January.

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

CASH BALANCE JANUARY 1, 2014 (\$7,757.00)

REVENUES

General	10,248.83
Trash	36,966.94
Water & Sewer	67,178.94
Parks/Pavillion	3,350.00
Land	0.00

SUB-TOTAL 117,744.71

LGIP Transfer(s)	183,806.77
Highway User Funds	5,435.24
Money Market Transfer(s)	208,912.96

TOTAL REVENUES 515,899.68

EXPENDITURES

General	(122,335.58)
Trash	(17,237.64)
Sewer/Water	(229,614.81)
Parks/Pavillion	(9,625.29)

SUB-TOTAL (378,813.32)

PNC & Amer Exp Merchant Fee(s)	(720.51)
Credit Card Machine	(42.35)
LGIP Transfer(s)	-
Check Order	-
Money Market Transfer(s)	(418,976.60)
Payroll	(41,016.72)
Wire Trans FICA, W/H Tax, Sales Tax	(17,665.55)

SUB-TOTAL (478,421.73)

TOTAL EXPENDITURES (\$857,235.05)

CASH BALANCE AS OF JANUARY 31, 2014 (\$349,092.37)

LGIP ACCOUNTS

HIGHWAY FUND	(8.30)
PARK FUND	235,810.42
BOARDWALK	552,437.00
SEWER FUND	202,725.61
WATER FUND	40,893.32
REFUSE FUND	42,622.62

TOTAL LGIP ACCOUNTS \$ 1,074,480.67

SEWER BOND (AMERICAN FUNDS)	137,463.86
PNC	480,487.21

TOTAL INVESTMENTS \$ 1,692,431.74