

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, MAY 4, 2015
VILLAGE GREEN PAVILION**

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

Roll Call

Dennis J. Scheessele, Mayor
Edward Rice, Vice 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: 27

Minutes: April 6 Town meeting minutes, April 9 budget hearing minutes and April 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 April 2015 was read (attached).
- B. **Finance Report** – The finance report for April 2015 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 BZA, PC, and Ethics Commission. The only work that remains on the connector trail is the signage and crosswalks. The crosswalks will be completed after Washington Gas completes their road repairs. The connector trail is open for use. Please contact the Town Hall if you would like a new 95 gallon toter for recycling delivered to your home or business. Washington Gas plans to complete road repairs this month. All SHA comments have been addressed by ARRO consulting and funding has been reinstated. The Town has received the revised MOU with the state and have received approval to put the project out for bid. The tentative dates are as follows, pre-bid meeting on May 28 at 10am and bids due June 25 at noon. The Town is looking into online bill payment options and a vendor list will be provided to the council at the next work session. The public hearing for the FY16 budget was held on Thursday April 9, and it is on tonight's agenda for adoption. The Black Box renovations are well underway. Public Works has repaired a sewer line on Kenneth Court and will be installing a new water line at the Black Box. The purpose of the new water line is to serve the new sprinkler system being installed. The Town's newsletter is going digital. Please provide the Town hall with your email address. If you do not have internet access you can call the Town hall to request a paper copy is mailed to you.

**Following the May 4th Town meeting the date of the pre-bid meeting was changed to May 26th at 10am.*

- D. Code Enforcement Report** – The Town issued 50 notices of violation during the month of April 2015, 27 grass and weed violations, 1 trash and debris violation, 13 rental license violations, 4 property maintenance violations, and 1 miscellaneous violation for excess dog barking. The Town performed 11 rental inspections during the month of April 2015.
- E. Planning Commission Report** – The Planning Commission met with Mayor and Council in a public hearing for a zoning map amendment request for parcels 69 and 70A.
- F. Bureau of Fire Prevention** – Chief Williams was unable to attend. Karen Williams provided his report. Grilling reminders, extinguish all used coals and do not put them in compost piles or flammable containers. Propane and gas grills are not permitted on condo balconies. The Drive Thru Chicken Dinner is available through December. Free smoke detectors are still available and you can schedule installation with Karen.
- G. Community Affairs** – The Volunteer Appreciation dinner was postponed and a new date should be announced in a few weeks. The Taste of Indian Head was held on May 2, hosted by the Indian Head Business Association. The highlights of the vent will be included in the next issue of the Smoke Signals. The deadline for information for the Smoke Signals is May 18th. The Village Green Flea Market starts on May 9. Bike to Work & Wellness Day will be held on Friday, May 15 from 1am to 11am. The Community Gospel Extravaganza will be held on Sunday, May 17 from 3pm to 6pm at the pavilion. The event is being hosted by NETS. The Community Activities Committee will meet on Tuesday May 12 before the swearing in ceremony. The Committee is currently working on the 4th of July Celebration and the summer programs.
- H. Charles County Recreation** – Suleiman Rabie from the Lackey pool reported that open swim hours are from 3:30pm to 9pm Monday through Friday. May is water safety month. Mr. Rabie encouraged everyone to take the pledge for water safety. The Charles County pools have a goal to get 3,000 pledges signed. A CPR Party will be held on Tuesday May 5. A Swim Lesson Marathon is starting this month. There will be a boater safety and dive team demo on May 14. Outdoor pools will open on June 7.
- I. Policing Report** – In honor of National Correctional Officers week, Mayor Scheessele recognized Lieutenant Norris and Officer Elliot for their great work and service. Officer Elliot reported that National Police Week kicks off with Blue Mass at the National Cathedral on May 5. Officer Elliot reported that the residents' efforts to report suspicious activity has been wonderful and there is currently nothing of note crime wise for the last month. The Sheriff's Department is offering free home and commercial surveys to assess both residential and commercial security. To schedule a residential survey, residents can call Karen Williams, and anyone interested in a commercial survey can contact Officer Elliot for further information. Officer Elliot encouraged all the residents to get out and vote in the May 5 election, and opened the floor for questions. Mark Lagana and his wife expressed concerns about their experiences with calling the Sheriff's department about suspicious activities. The Laganas have not had a positive experience and are feeling discouraged about continuing to call. Officer Elliot encouraged the Laganas to continue to call, and asked they be patient with the call takers.

Briefings: None

Presentations/Recognitions: Mayor Scheessele presented the Parkin family with a Town seal welcoming them to the Town and wishing their business great success. Mayor Scheessele said the Town has been fortunate as long as he can remember to have a veterinary clinic and he feels the Town is lucky to be able to continue having one. Dr. Derick Parkin moved to Indian Head with his family at the end of January. The Parkin family owns the Glymont Animal Hospital and plan to change the name to the Potomac Animal Wellness Hospital. The hospital is located at 4618 Indian Head Highway. The Parkins have been working to clean up the hospital and they hope to bring younger views to the business. They hope to expand the hours, grooming services, animal boarding and several other services. Dr. Parkin said they are excited to be a part of the Town.

Resolutions: None

Ordinances: 05-01-15 An ordinance adopting the Town financial plan and budget and setting the tax rate, schedule of fees for various permits, the major facilities fees, water, sewer and trash removal and disposal rate for the fiscal year 2016. Town Clerk Brady read the key points of the ordinance. Town Manager Hicks explained that the tax rate and all other rates remained the same, there were no increases. Councilman Albright made a motion to adopt ordinance 05-01-15, the Town's FY16 financial plan and budget. Vice Mayor Rice seconds the motion. The motion carried by roll vote, Councilman Albright – Yes, Vice Mayor Rice – Yes, Mayor Scheessele – Yes. The ordinance will become effective on July 1, 2015.

Petitions: None

Unfinished Business: None

New Business: A public hearing with the Planning Commission and Mayor and Council was held on April 15 to hear Mr. Fernandez's case for the rezoning of parcels 69 and 70A behind 4145 Indian Head Highway. The Planning Commission determined there was a mistake in the most recent comprehensive rezoning. The Planning Commission determined the Town should have provided for needed parking for the commercial property and overlooked that TCMX zoning requires a certain number of parking spaces. Currently there are not enough parking spaces available at 4145 Indian Head Highway to provide the required spaces. The owner of 4145 Indian Head Highway acquired parcels 69 and 70A with the intent to create the needed parking. It was determined this zoning map amendment will not increase traffic in the area and buffering/screening and safety lighting will be required for the parking lot and will be addressed in the site plan phase of the project. The Planning Commission recommends that Mayor and Council approve the change in zoning for parcels 69 and 70A from R2 to TCMX to allow the owner to put in a parking lot. Councilman Albright made a motion to accept the Planning Commission recommendation and change the zoning of parcels 69 and 70A from R2 to TCMX. Vice Mayor Rice seconds the motion. The motion carried by roll vote, Councilman Albright – Yes, Vice Mayor Rice – Yes, Mayor Scheessele – Yes. The change in zoning will become effective in 20 days.

Miscellaneous: Mayor Scheessele read the upcoming May events and meetings. There will no longer be a \$7 fee to participate in the Village Green Flea Market.

Citizen's Comments: Councilman Albright gave a short speech since he will not be running in this year's election. Councilman Albright emphasized his hope to return to serve the town. He served on council for 6 of his 11 years in the Town. Councilman Albright feels the true architects, builders and mechanics of Indian Head are the employees of the town and thanked them for their dedicated services. Councilman Albright wished each candidate victories for each achievement and asked them to be patient and to allow those with knowledge and understanding to guide and mentor them. He encouraged each candidate who does not succeed in their candidacy to continue their trek and inspiring values by volunteering for the multiple vacant committees. Councilman Albright stated that the Mayor and Vice Mayor have mentored and guided him through each term and they have allowed him time to understand and discuss each issue. He asked that they remain patient and cultivate the future councils of Indian Head. Councilman Albright ended his speech by remind everyone that prosperity will not lay with one person or group, but rather with all encompassed within Indian Head and may God continue to bless the Council, Town employees, residents and businesses alike, for together we are all united and we are Indian Head.

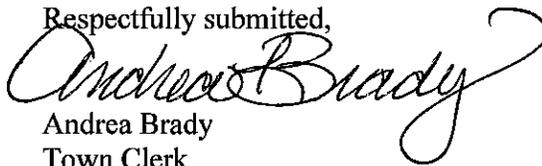
Claire Parkin from the Potomac Animal Wellness Hospital invited everyone to attend their open house on June 27th from 12pm to 4pm. It will provide residents with the opportunity to see the facility and chat with the Dr. There will also be face painting and refreshments.

Cynthia Jackson of IT Kidz USA share information on their upcoming 2015 summer camps that will be offered at St. James Church in Indian Head and the Lutheran Church of Our Savior in Bryans Road. The 2015 summer camps include robotics, E.M.T., SHE-Tech, youth and teen camps and iDesign fashion camps. Email Curtis@stemlearning4kidz.com or call 703-300-2220

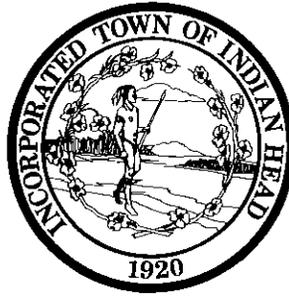
Mark Lagana from 3 Woodsome Drive expressed concerns about the Town's voting system for elections, Town vehicles, the Town Clerks role, the Community Affair Director's hours and vehicle, as well as a civil matter with his neighbor about bamboo. Mr. Lagana feels the town should consider a less old fashioned voting system, and consider auctioning old Town vehicles. Town Manager Hicks has had the Town's code enforcement officer address the bamboo issue to its full extent.

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

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: April 2015

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
4/2/15	JES Construction for: DBW Properties 4077 Indian head Highway			Foundation repairs
4/7/15	Gene & Debra Zolotov 5 Rivers Edge Terrace			Pellet Stove
4/8/15	Stephen Rison 57 Mattingly Avenue			Fence
4/2/15	Vivint Solar, Inc. for: Alexander Bryan 4 Beecher Avenue			Solar panels
4/28/15	Prince Ebson 101 River Watch Drive			Finish Basement

USE & OCCUPANCY PERMIT;

4/23/15	Gene & Debra Zolotov 5 Rivers Edge Terrace			Pellet Stove
4/23/15	Wayne & Deborah Higdon 304 Bland Drive			Cover over existing deck

TEMPORARY USE & OCCUPANCY PERMIT;

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

DEMOLITION PERMITS;

No Demolition permits were issued during the month of April.

GRADING PERMITS;

No Grading permits were issued during the month of April.

SIGN PERMITS;

No Sign Permits were issued during the month of April.

TEMPORARY SIGN PERMITS;

Cynthia Jackson and Curtis Smith

Candidate Campaign signs:

Edward Rice

Curtis Smith

Brandon Paulin

Dennis Scheessele

FINANCE REPORT 4/1/15 to 4/30/15

CASH BALANCE APRIL 1, 2015 \$436,745.32

REVENUES	
General	14,756.10
Trash	43,084.58
Water & Sewer	75,506.89
Parks/Pavillion	-
Land	-
SUB-TOTAL	133,347.57

LGIP Transfer(s)	-	
Money Market Interest	-	
Highway User Funds	-	
TOTAL REVENUES	-	133,347.57

EXPENDITURES	
General	(72,691.24)
Trash	(14,757.70)
Sewer/Water	(128,978.99)
Parks/Pavillion	(7,436.11)
SUB-TOTAL	(223,864.04)

PNC & Amer Exp Merchant Fee(s)	(1,870.84)	
Credit Card Machine	(42.35)	
LGIP Transfer(s)	-	
Check Order	-	
Payroll	(30,597.15)	
Wire Trans FICA, W/H Tax, Sales Tax	(17,380.71)	
SUB-TOTAL	(49,891.05)	

TOTAL EXPENDITURES (273,755.09)

CASH BALANCE AS OF APRIL 30, 2015 \$296,337.80

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	235,955.38
BOARDWALK	552,776.57
SEWER FUND	20,176.08
WATER FUND	40,918.46
REFUSE FUND	2.01
TOTAL LGIP ACCOUNTS	\$ 849,832.28
SEWER BOND (AMERICAN FUNDS)	149,622.79
PNC	7,638.98
TOTAL INVESTMENTS	\$ 1,007,094.05