

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, JULY 7, 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: 25

Minutes: June 2 Town meeting minutes, and June 23 work session minutes. Vice Mayor Rice made a motion to approve the minutes as presented; Councilman Albright 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 June 2014 was read (attached).
- B. **Finance Report** – The finance report for June 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 Economic Development Commission, BZA, and Ethics Commission. The work on the Connector Trail will be completed this month. A portion of the trail has already been paved. The only work that remains is the concrete and paving portions. The new website is up and running. Work on the Trailhead Plaza on the Village Green began last month, and the work will be completed this month. The Town has ordered 95 gallon recycling totes, and delivery will start this month. The kayak and canoe shop located at the end of Mattingly Avenue is open for the season. Washington Gas is installing a gas line thru Town and onto the base. Representatives from Washington Gas will be giving a briefing tonight.
- D. **Code Enforcement Report** – The Town issued 21 notices of violation during the month of June 2014, 2 miscellaneous violations, 15 grass and weed violations, 1 trash and debris violation, 1 property maintenance violation, and 1 rental license violation. The Town performed 13 rental inspections during the month of June 2014.
- E. **Planning Commission Report** – No meeting was held in June.

F. Economic Development Commission Report – No meeting was held in June.

G. Bureau of Fire Prevention – Chief Williams was unable to attend; but asked Karen Williams to remind everyone to take it easy, be smart, and stay hydrated during the heat.

H. Community Affairs – There will be temporary Rail Trail closures, but it will not affect the portion of the trail through Town. Karen Williams gave information on the Village Green Flea Market that is held May 10 through October 25, and information on hazardous waste collection. Kids End of School Fun night was a success, around 150 attended, children ranging from age 3 to age 12. The annual 4th of July Celebration was held on Friday, July 4. Ms. Williams took a moment to thank everyone who participated in the event. Summer Family Concert and Cookout, Thursday, July 17, 7pm to 9pm. National Night Out, August 6, 6pm to 8:30pm. Kids Back to School Night and Backpack Giveaways, Thursday, August 21, 7pm to 9pm. Mayor Scheessele thanked Karen on behalf of the Town for all of her hard work on the 4th of July event.

I. Charles County Recreation – No report.

J. Policing Report – Officer Elliot was unable to attend the meeting.

Briefings: The construction and installation representative and project manager provided a briefing on the current installation project of gas lines to the base. They are currently working south of Lower Wharf. There will be two crews. One crew will continue south, the second crew will start from the base and work north toward Potomac. The crew will work to minimize impact, and the Town will be notified of any road closures. The crews will direct bury the lines but will drill when needed. Paving and grass restoration will be done. Construction should be complete in mid-September and the gas should be on by November. Town Manager Hicks has been given commercial and residential applications for those interested in connecting to the gas line. The company will review the applications in groups and the evaluations will be done based on tariffs of Maryland.

Doug Meeker gave a briefing on stormwater management and discussed best practices. Mayor Scheessele stated that some of the best practices that were discussed are being used at the Trailhead Plaza, for example a rain garden will be at the front of the plaza where it meets the sidewalk and pervious pavers are being used for the plaza. All new construction is required to implement the practices discussed by Mr. Meeker.

Presentations/Recognitions: None

Resolutions: None

Ordinances: Ordinance 06-01-14 was introduced. Ordinance 06-01-14 is an Ordinance concerning removal and disposal of animal waste for the purpose of revising requirements for the removal and disposal of animal waste; and all matters generally thereto. Councilman Albright

made a motion to adopt Ordinance No. 06-01-14. Vice Mayor Rice seconds the motion. The motion is carried by roll call vote: Mayor Scheessele - yes, Vice Mayor Rice – yes, Councilman Albright - yes.

Petitions: None

Unfinished Business: None

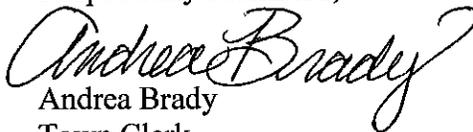
New Business: None

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

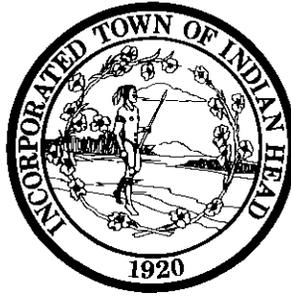
Citizen's Comments: Evie Hungerford, Chair of the Indian Head Center for the Arts – Jammin' in July Music Fest is a major fundraising event for the Center for the Arts/Black Box Theater. Some of the bands include John Luskey, Tom Principato, and Memphis Gold. The event will be held on July 19 from 3:00 to 8:00pm. The Center for the Arts is trying to implement BB Productions, a recent example being the Sarah Gray concert. They Center for the Arts has recently received a grant to redo the upstairs portion of the Black Box Theater and the hope is to renovate in order to provide a place to hold classes and have exhibit space. Mrs. Hungerford encouraged everyone to look for upcoming events and join the Center for the Arts.

With no further questions or comments, the meeting adjourned at 8:33pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: June 2014 - revised

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
6/5/14	David Livers 14 Pueblo Circle			Shed
6/6/14	William Wroble 305 Bland Drive			Fence
6/11/14	Town of Indian Head 108 Mattingly Avenue			Deck
6/23/14	Solar City for: Joel Bullen 4665 Strauss Avenue			Solar Panels

USE & OCCUPANCY PERMIT;

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

TEMPORARY USE & OCCUPANCY PERMIT;

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

DEMOLITION PERMITS;

No Demolition permits were issued during the month of June.

GRADING PERMITS;

6/23/14	Julion and Annette Frazier 4674 Strauss Avenue			Extend and resurface existing driveway
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6/24/14 Washington Gas and Light Company for; installation of two, eight inch transmission mains, along Indian Head Hwy, in the Right of Way, between Potomac Avenue and Mattingly Avenue.

SIGN PERMITS;

No Sign permits were issued during the month of June.

Temporary Sign Permits; (Candidate signs)

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

FINANCE REPORT 6/1/14 to 6/30/14

CASH BALANCE JUNE 1, 2014 \$410,526.78

REVENUES	
General	77,602.73
Trash	11,237.01
Water & Sewer	20,610.80
Parks/Pavillion	2,450.00
Land	
SUB-TOTAL	111,900.54

LGIP Transfer(s)	-
Money Market Interest	41.50
Highway User Funds	-

TOTAL REVENUES 111,942.04

EXPENDITURES	
General	(76,338.70)
Trash	(18,425.83)
Sewer/Water	(65,926.58)
Parks/Pavillion	(28,542.42)
SUB-TOTAL	(189,233.53)

PNC & Amer Exp Merchant Fee(s)	(1,561.15)
Credit Card Machine	(42.35)
LGIP Transfer(s)	-
Check Order	
Payroll	(30,235.55)
Wire Trans FICA, W/H Tax, Sales Tax	(19,656.19)
SUB-TOTAL	(51,495.24)

TOTAL EXPENDITURES (240,728.77)

CASH BALANCE AS OF JUNE 30, 2014 \$281,740.05

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	235,866.65
BOARDWALK	552,568.73
SEWER FUND	202,773.95
WATER FUND	40,903.08
REFUSE FUND	42,632.78
TOTAL LGIP ACCOUNTS	\$ 1,074,748.97

SEWER BOND (AMERICAN FUNDS)	139,895.83
PNC	8,881.03
TOTAL INVESTMENTS	\$ 1,223,525.83