

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, JULY 6, 2015
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 Activities Director

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 31

Minutes: June 1 Town meeting minutes and June 22 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.

Reports of Officers, Boards and Committees:

- A. **Permits** –The permits report for June 2015 was read (attached).
- B. **Finance Report** – The finance report for June 2015 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 the Ethics Commission. Work on the Connector Trail is almost complete. All that remains is the signage and crosswalks. The crosswalks will be installed this month and 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 place of business. Washington Gas line paving repairs are complete and striping will be done this month weather permitting. Boardwalk project bids are due on July 16 by 2pm. The Town is looking into online bill pay options, and we are working with our financial institution and website provider to provide this service. Black Box renovations will be completed this month. The newsletters are going digital; please provide the Town Hall with your email address. The basketball court at Simmons Park was repaved last week.
- D. **Code Enforcement Report** – The Town issued 23 notices of violation during the month of June 2015, 10 grass and weed violations, 3 trash and debris violations, 5 rental license violations, 2 vehicle violations, 1 property maintenance violation, and 2 miscellaneous violations. The miscellaneous violations were for noise and a possible puppy mill. The Town performed 4 rental inspections during the month of June 2015.

E. Planning Commission Report – The Planning Commission approved the subdivision plat for the Hancock property, Lot 21B, and approved a sign permit for Potomac Animal Wellness Services at 4618 Indian Head Highway.

F. Bureau of Fire Prevention – None

G. Community Affairs – Charles County Public Schools, Lunch on Us program is from June 29 through August 14. Lunches are served Monday through Friday at Lackey High School, Charles Landing Apartments, and Woodland Village Park. Times vary based on location. The End of School Kids Fun Night had a small crowd but was a successful event and everyone had fun. Kids Back to School Night will be held on August 20 and the backpack giveaway will be limited to Indian Head Elementary and General Smallwood students. Karen thanked everyone who participated in the 4th of July celebration, and Innovation Pyrotechnics for doing a wonderful fireworks display. The College of Southern Maryland Twilight Performance Series is free entertainment July 7 through August 6 visit www.csmd.edu/Arts for more information. The free Village Green Flea Market runs through October 24. The Base 125th celebration is coming up; more info will be available soon. National Night Out will be held on August 4, from 6pm to 8pm at the Village Green Park and Pavilion. Grandparent's 55 and Older Night will be held on August 13 at 7pm at the Pavilion. Astronomy Night will be held on September 19 from 8pm to 10:30pm at the Village Green Park. There will be no Community Activities Committee meetings in July or August. Western Charles Chargers registration is going on the next two Saturdays from 9am to 1pm.

H. Charles County Recreation – None

I. Policing Report – Officer Elliot said there were zero problems on the 4th of July and the Town had probably one of the best firework displays. B&Es and vandalism are still an issue in the Town. Officer Elliot asked residents to make sure they lock their car doors to help prevent theft. The Town has had a crime watch since 1997, and in August the Town will have a crime watch presentation to review what the crime watch program is all about. The Town has 17 separate neighborhoods and if people from each neighborhood get involved in the program and come together as a community that is what crime watch is about. To address the speeding issues on Indian Head Highway the Charles County Sheriff's Department is exploring options including the possibility of adding Indian Head Elementary to the speed camera program rotation. CCSO is offering free home and commercial security surveys. The surveys are free of charge and interested parties can contact Officer Elliot to set up an appointment. Vice Mayor Sitoula asked for an update on the possible puppy mill in River Watch and he would like to speak with Officer Elliot after the meeting to provide a possible lead on the B&Es. Officer Elliot said the CCSO is working in conjunction with the Town Manager and notices have been sent to the owner and contact has been made with the owners/breeders and the issue should be resolved by the August town meeting.

Briefings: None

Presentations/Recognitions: Mayor Paulin and Council presented Town Seals and keys to the city to Dennis Scheessele and Randy Albright in recognition and appreciation of their years of dedication to

the Town of Indian Head and thanked them for their service. Ed Rice was unable to attend to accept his seal and key.

Resolutions: None

Ordinances: None

Petitions: None

Unfinished Business: None

New Business: None

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

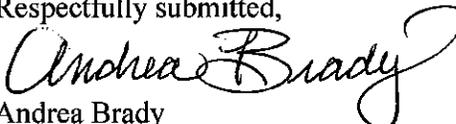
Citizen's Comments: Jim Hudnall, Calvin Conyers, and Eric Peterson from the Oxon Hill Bicycle Club thanked the Town for their continued hospitality, and the next Indian Head 100 will be held on September 7. In appreciation of the additions to the Village Green and the additional picnic tables, the Oxon Hill Bicycle Club donated \$1,000 to the Town of Indian Head to help purchase additional picnic tables.

Dennis Scheessele thanked the citizens and voters of the Town for giving him the opportunity to serve on Town Council for 30 years. Mr. Scheessele said he enjoyed his time on Council and it was a privilege and an honor to serve.

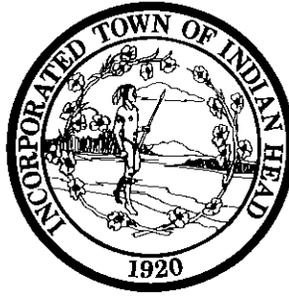
Kay Cotton, co-founder of the Indian Head Business Association shared the upcoming IHBA events. The 4th Annual Up On the Hill and Through the Town will be held on November 10 from 2pm to 6pm and the Town's trolley will provide transportation from the Village Green Parking lot to the participating businesses. The 4th Annual Taste of Indian Head will be held on May 2nd and the IHBA is looking for vendors and entertainment. Mayor Paulin has requested a parade at the 2016 Taste of Indian Head and the IHBA is in the preliminary planning stages. There are currently sponsor and scholarship opportunities available for the IHBA. Little Miss Indian Head, Little Mr. Indian Head, and Miss Teen Indian Head will also be held on May 2, at 3pm and more information is available on Facebook. Hope You Dance is taking reservations for classes and camps.

With no further questions or comments, the meeting adjourned at 8:01pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

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

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
6/8/15	Clinton Fence for; Edward Rice 403 Indian Head Avenue			Fence
6/8/15	Gwendolyn Warren 21 Park Square Court			Extend existing Deck
6/10/15	Robert Collins 34 Mattingly Avenue			Shed
6/11/15	Cynthia Collins 18 First Street			Shed
6/11/15	Darlene Johnson 3 Shelton Court			Fence
6/17/15	Potomac Property Group for; Craig Heurich 4390 Strauss Avenue			Fence
6/17/15	Tim Fruth 14 Mattingly Avenue			Fence
6/17/15	Solar City Corp for; Magdalene Nyarko 20 Lookout Drive			Solar Panels
6/18/15	Potomac Shirt & Sign Co 4618 B Indian Head Highway		Commercial - Change in Use	
6/26/15	Clinton Fence for; Ian Adams 9 Prospect Avenue			Fence

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;

6/17/15 DMS Properties, LLC for; Ameritas Mortgage Corp
10 East Poplar Lane

Demolition of
existing SFD

GRADING PERMITS;

No Grading permits were issued during the month of June.

SIGN PERMITS;

6/3/15 Parkin Animal Services
4618 Indian Head Highway

TEMPORARY SIGN PERMITS;

6/15/15 Adrienne Reid for; Parkin Animal Services Event signs
4618 Indian Head Highway

FINANCE REPORT 6/1/15 to 6/30/15

CASH BALANCE JUNE 1, 2015 \$444,954.38

REVENUES	
General	209,577.38
Trash	11,392.55
Water & Sewer	26,474.78
Parks/Pavillion	2,750.00
Land	
SUB-TOTAL	250,194.71

LGIP Transfer(s)	-
Money Market Interest	30.96

TOTAL REVENUES 30.96 250,225.67

EXPENDITURES	
General	(70,332.54)
Trash	(18,713.46)
Sewer/Water	(55,960.70)
Parks/Pavillion	(33,084.89)
SUB-TOTAL	(178,091.59)

PNC & Amer Exp Merchant Fee(s)	(1,593.57)
Credit Card Machine	(42.35)
LGIP Transfer(s)	
Check Order	(53.73)
Payroll	(31,391.00)
Wire Trans FICA, W/H Tax, Sales Tax	(28,063.22)
SUB-TOTAL	(61,143.87)

TOTAL EXPENDITURES (239,235.46)

CASH BALANCE AS OF JUNE 30, 2015 \$455,944.59

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	235,979.02
BOARDWALK	552,831.96
SEWER FUND	20,178.10
WATER FUND	40,922.56
REFUSE FUND	2.01
TOTAL LGIP ACCOUNTS	\$ 849,917.43
SEWER BOND (AMERICAN FUNDS)	103,500.00
PNC	14,368.72
TOTAL INVESTMENTS	\$ 967,786.15