

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, AUGUST 3, 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 *Excused*
Andrea Brady, Town Clerk
Ginger Foster, Finance Director
Karen Williams, Community Activities Director *Excused*

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 36

Minutes: July 6 Town meeting minutes and July 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 July 2015 was read (attached).
- B. **Finance Report** – The finance report for July 2015 was read (attached).
- C. **Town Manager's Report** – None
- D. **Code Enforcement Report** – The Town issued 33 notices of violation during the month of July 2015, 17 grass and weed violations, 8 trash and debris violations, 4 rental license violations, 3 vehicle violations, and 1 property maintenance violation. The Town performed 6 rental inspections during the month of July 2015.
- E. **Planning Commission Report** – The July meeting was canceled.
- F. **Bureau of Fire Prevention** – Chief Williams reported that from January 2015 through July 2015 the IHVFD responded to 200 fire responses, 124 mutual aid and 76 first due. 850 hours of training were completed. IHVFD responded to 328 medical responses, 325 first due. Elections were held and there were no changes. The IHVFD is working on replacing their ladder truck and anticipate a cost of around 1.2 million. Chief Williams reminded everyone that there are smoke detectors available and anyone interested can contact the IHVFD for free installation and he gave a reminder on heat emergencies.
- G. **Community Affairs** – None
- H. **Charles County Recreation** – None

- I. Policing Report** – Officer Elliot reminded everyone to lock their car doors. The recent thefts have been unlocked cars. National Night Out is Tuesday, August 4 from 6pm to 8pm and everyone is encouraged to attend. Officer Elliot introduced the new District 2 Commander, Lieutenant Carlson.

Briefings: Executive Director, Jason Marshall and Volunteer Leader, Cynthia Smith-Hickenbottom of the local American Red Cross gave an overview of the services the Red Cross provides and briefly discussed disaster preparedness. The American Red Cross of Southern Maryland serves four counties, Anne Arundel, Calvert, Charles, and St. Mary's. There are currently 315 volunteers, they have responded to 82 disaster incidents, assisted 136 families, and provided services for 453 military families. The Red Cross provides disaster response, preparedness education, health and safety training, service to the armed forces, international humanitarian services, fundraising, leadership, and blood services. Anyone interested in classes can go to redcross.org for listings. Available classes teach things like disaster kits, pet first aid, first aid and CPR, water safety. An office may be opening in donated space in Annapolis this week. Volunteers are needed and the age requirement is 16 years old and up.

Presentations/Recognitions: None

Resolutions: None

Ordinances: Ordinance 08-01-15 an ordinance concerning Town Parks and Recreation Commission for the purpose of eliminating certain duties and responsibilities of the Town Parks and Recreation Commission; correcting certain terminology and generally related to the Town's Parks and Recreation Commission was introduced. The ordinance is tentatively set for adoption on September 8, 2015.

Ordinance 08-02-15 an ordinance concerning Town Officials Travel Policy for the purpose of eliminating authorization for the Town to pay certain travel expenses of spouses of Town officials to attend the annual Maryland Municipal League summer convention was introduced. The ordinance is tentatively set for adoption on September 8, 2015.

Petitions: None

Unfinished Business: None

New Business: None

Miscellaneous: Mayor Paulin read the upcoming August events and meetings. Mayor Paulin also mentioned the Village Green Flea Market running on Saturdays through October 24. Astronomy Night will be held on Saturday, September 19 from 8pm to 10:30pm. The Out of the Darkness Community Walk to Fight Suicide will be held on September 12 at 11am. The Base's 125th celebration will be held on Saturday, September 26 from noon until 6pm. The annual Up on the Hill and Through the Town will be held on November 10 from 2pm to 6pm.

Citizen's Comments: Kayla Cotton: Kayla serves as a student member of the Indian Head Business Association and encouraged other students to join. Students are the future and have a voice but they have to be involved. Upcoming I.H.B.A. events include Meet the Mayor on August 6 from 11am to 12:30pm at Dale's Smokehouse. Fall in Love with Indian Head on October 31 from 3pm to 6pm.

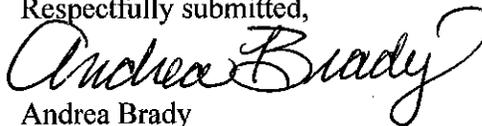
Several local businesses will be open to trick or treaters and there will be games, prizes, samples, treats, and patrons will be able to vote on the business scarecrow contest. Up on the Hill and Through the Town, business open house and vendor expo will be held on November 10 from 2pm to 6pm. Over 10 local businesses will participate and in lieu of vendor fees, vendors are asked to donate canned food and contribute an item for game prize give away. Canned food will go to NETS and a park and ride trolley will be located at the Pavilion. Taste of Indian Head, parade, vendor expo and pageant will be held on May 14, 2016 from 10am to 4pm at the Pavilion.

Edward Joell: Mr. Joell asked for clarification of specific duties being eliminated from the Parks and Recreation Commission in ordinance 08-01-15 and asked why no EDC report was given and why no EDC meeting were listed in the upcoming events and meetings. Mayor Paulin and Councilman Smith explained that the ordinance was done to be able to utilize the Parks and Recreation Commission and eliminate any overlap with Community Affairs/Activities. An example of an overlapping activity that was removed was planning the annual 4th of July event. Mayor Paulin explained that all ordinances are available for review at the Town Hall. Town Clerk Brady explained that the EDC had been abolished by ordinance in the prior fiscal year after Gary Hodge was hired as economic development advisor.

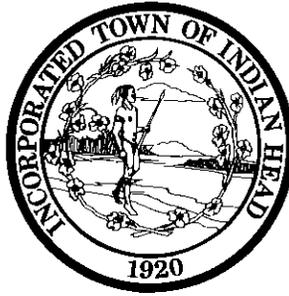
Barry Pickett: Mr. Pickett asked for more information on the Family Dollar closing. Mr. Pickett also requested a Red Box in Indian Head, maintenance on the storm drains, and trimming of tree branches over power lines and straightening of leaning poles. Mayor Paulin explained that a corporate buyout occurred and Family Dollar will be transitioning to Dollar Tree. Councilman Smith explained that Red Box is usually handled between the corporate entity and Red Box but the Town will see if they can get any information. Councilman Smith also explained that Public Works has a preventative maintenance schedule including the storm drains but if Mr. Pickett sees any issues occurring such as flooding to call and report it for more immediate attention. Council also asked Mr. Pickett to report specific areas where trees or leaning poles are an issue so the Town can contact SMECO.

With no further questions or comments, the meeting adjourned at 8:12pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

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

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
7/7/15	Solar City Corp for; Jean Macaranas 58 Mattingly Avenue			Solar Panels
7/7/15	Solar City Corp for; Gilbert Hart 2 East Poplar Lane			Solar Panels
7/20/15	Thomas Cole 3 Lee Court			Carport
7/27/15	Clint Walter 501 Indian Head Avenue			Fence
7/27/15	Vivint Solar for; Marion Brown 4069 Indian Head Highway			Solar Panels
7/28/15	Nancy & Joseph Ford 8 Sixth Street			Addition to existing home

USE & OCCUPANCY PERMIT;

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

TEMPORARY USE & OCCUPANCY PERMIT;

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

DEMOLITION PERMITS;

No Demolition permits were issued during the month of July.

GRADING PERMITS;

7/7/15	Pauline Fortune 14 Riverside Run Drive			Tree removal
--------	---	--	--	--------------

SIGN PERMITS;

No Sign Permits were issued during the month of July.

TEMPORARY SIGN PERMITS;

No Temporary Permits were issued during the month of July.

FINANCE REPORT 7/1/15 to 7/31/15

CASH BALANCE JULY 1, 2015 \$455,944.59

REVENUES	
General	(309.76)
Trash	41,756.07
Water & Sewer	74,304.32
Parks/Pavillion	1,562.50
Land	
SUB-TOTAL	117,313.13

LGIP Transfer(s)	31.52
Money Market Interest	

TOTAL REVENUES	31.52	117,344.65
----------------	-------	------------

EXPENDITURES	
General	(159,155.33)
Trash	(17,834.51)
Sewer/Water	(123,923.78)
Parks/Pavillion	(51,848.76)
SUB-TOTAL	(352,762.38)

PNC & Amer Exp Merchant Fee(s)	(681.25)
Credit Card Machine	(42.35)
LGIP Transfer(s)	
Check Order	
Payroll	(45,040.08)
Wire Trans FICA, W/H Tax, Sales Tax	(20,551.07)
SUB-TOTAL	(66,314.75)

TOTAL EXPENDITURES	(419,077.13)
--------------------	--------------

CASH BALANCE AS OF JULY 31, 2015	\$154,212.11
----------------------------------	--------------

LGIP ACCOUNTS

HIGHWAY FUND	3.78
PARK FUND	235,992.40
BOARDWALK	552,863.31
SEWER FUND	20,179.24
WATER FUND	40,924.88
REFUSE FUND	2.01
TOTAL LGIP ACCOUNTS	\$ 849,965.62

SEWER BOND (AMERICAN FUNDS)	102,331.76
-----------------------------	------------

PNC	12,511.19
-----	-----------

TOTAL INVESTMENTS	\$ 964,808.57
-------------------	---------------