

**TOWN OF INDIAN HEAD  
TOWN MEETING MINUTES  
TUESDAY, SEPTEMBER 2, 2014  
VILLAGE GREEN PAVILION**

Mayor Scheessele called the meeting to order at 7:30pm.

**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: 19**

**Minutes:** August 4 Town meeting minutes, and August 18 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 August 2014 and a revision on the July 2014 permits report was read (attached).
- B. Finance Report** – The finance report for July 2014, and August 2014 were 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 EDC, BZA, and Ethics Commission. Work on the Connector Trail is almost complete; all that remains is the paving portion which will be completed this month. The new website is up and running. The Trailhead Plaza on the Village Green will be complete this month. Pavers, benches, fence, and a water fountain are already installed. Please contact the town hall if you would like a 95 gallon recycling toter delivered to your home or place of business. Washington Gas is installing a gas line through town and onto the base. Please stop by the town hall to pick up a request for service application. All of the State Highway Administration's comments on the Boardwalk project have been addressed by ARRO consulting. Recycle pick up will still be on Wednesday this week even with the holiday we had on Monday. Work will begin on the Black Box renovation project very soon.
- D. Code Enforcement Report** – The Town issued 16 notices of violation during the month of August 2014, 5 grass and weed violations, 1 trash and debris violation, 4

rental license violations, 5 vehicle violations, and 1 un-permitted work violation. The Town performed 28 rental inspections during the month of August 2014.

- E. Planning Commission Report** – The Planning Commission approved the Annual Report and discussed the Zoning Districts Table.
- F. Economic Development Commission Report** – The Economic Development Commission elected Donald Anderson as Chair, and Gary Hodge gave a presentation on developing an economic revitalization strategy for Indian Head.
- G. Bureau of Fire Prevention** – Assistant Chief Wayne Higdon gave the August report. During the month of August there were 18 fire responses, 6 in Town, 12 mutual aid, 30 medical responses, and 175 hours of training. Fire Prevention Week is coming up and the annual IHVFD will be held on Sunday October 5.
- H. Community Affairs** – Karen Williams thanked all of the volunteers and participants in the summer events. The Back to School event was a success; there were a record number of people in attendance, around 400 attendees. Karen thanked NETS for their help with the event which allowed 106 fully loaded backpacks to be given away. The Community Activities Committee will meet on Tuesday September 9 at 7pm, at the Village Green Pavilion. The 8<sup>th</sup> Annual Town of Indian Head Car Show will be held on Sunday September 7, and the Indian Head 100 will be held on the same day. Karen and Officer Elliot will be participating in the Annual Perry Station Community Day on Saturday September 27. The County Fair will be held September 11 through 14.
- I. Charles County Recreation** – Suleiman Rabie reported that evening hours have begun at the Lackey pool, Monday through Friday 3:30pm to 9pm. The pool will close at 6:30pm on evenings of home football games. Fall registration is starting. Swim lessons September 11 through October 9 and morning lessons September 13 through November 11. Adult lessons are also starting. Water Aerobics begins September 8, \$6 to drop in. Swim Club September 8 through November 10, and there will be two age groups.
- J. Policing Report** – Officer Elliot asked everyone to be conscious of foot traffic, and to slow down and be observant now that school is back in session. A shooting occurred on Thursday August 28 at 9pm in the Riverside Run neighborhood. It is an ongoing investigation and the Sherriff's Department is asking for anyone with information to call. Nobody was harmed during the incident, casings were found, and witnesses were interviewed.

**Briefings:** Carlos Montague and Dennis Chappell from the Charles Composite Squadron gave a briefing on the Civil Air Patrol. The Civil Air Patrol is made up of 65,000 volunteer professionals. Mission areas include aerospace education, emergency services, and cadet programs. Carlos Montague told about sever cadet success stories. 10% of each freshman class at the United States Air Force Academy is comprised of Civil Air Patrol Cadets. There are 12,000 CAP units across the country, 30 of which are in Maryland. 95% of search and rescue is done by CAP. Some new technology being used includes cellphone forensics, and radar forensics. The CAP in Charles

County was originally located at the Indian Head Navy Base, and is now located at the MD Airport. The Charles County CAP currently has 50 members, and is the fastest growing squadron. Dennis Chappell discussed the training, college, and community service as well as Wreaths Across America, awards the squadron has won since chartering, and Bay Patrol and Search and Rescue Training and Deployment (SAREX). Ways people can help is to join as a volunteer member, sponsor members, patron members, positions available, and donate. The Charles County CAP annual "Fun"raiser will be held on September 5 at the Regency Furniture Stadium. \$6.50 per ticket goes to the CAP and the Blue Crabs game begins at 6:35pm. The organizations website is charlescap.org

**Presentations/Recognitions:** None

**Resolutions:** None

**Ordinances:** None

**Petitions:** None

**Unfinished Business:** None

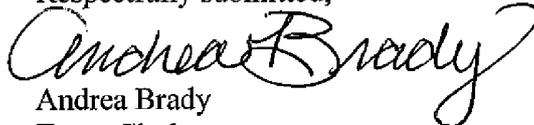
**New Business:** None

**Miscellaneous:** Mayor Scheessele invited Jim Hudnall from the Oxon Hill Bicycle Club to the podium to share information on the upcoming Indian Head 100. The 14<sup>th</sup> Annual Indian Head 100 will be held on Sunday September 7. The start and finish line is at the Village Green. There are 16, 29, 43, 60, and 100 mile options. Registration can be done online at ohbike.org or on the morning of the event. Mr. Hudnall thanked the Town and Community Affairs for their support each year, and presented Community Affairs with a donation. Mr. Hudnall gave Indian Head 100 t-shirts to Mayor and Council, Town Manager Hicks, and Karen Williams, and requested permission to place signs along the routes in Town cautioning drivers about the bike ride. Mayor Scheessele offered to pay for the sign permit fee. Mayor Scheessele read the upcoming September events and meetings.

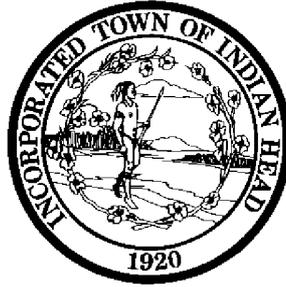
**Citizen's Comments:** None

With no further questions or comments, the meeting adjourned at 8:23pm.

Respectfully submitted,



Andrea Brady  
Town Clerk



## *Town of Indian Head, Maryland*

BUILDING / USE & OCCUPANCY / SIGN PERMITS  
ISSUED DURING THE MONTH OF: July 2014 (\*revised)

### ***BUILDING PERMITS;***

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
7/15/14	Dennis Scheessele 507 Indian Head Avenue			Fence
7/18/14	Clinton Fence for: Chrystal Davis 208 Jennifer Drive			Fence
7/18/14	Clinton Fence for: Andrea Springs 210 Jennifer Drive			Fence
7/21/14	Sheila Johnson 27 Rivers Edge Terrace			Fence

### ***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;***

No Grading permits were issued during the month of July.

### ***SIGN PERMITS;***

No Sign permits were issued during the month of July.

**Temporary Sign Permits;** (Candidate signs)

\*Michael Palko



***SIGN PERMITS;***

No Sign permits were issued during the month of August.

**Temporary Sign Permits; (Candidate signs)**

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

FINANCE REPORT 8/1/14 to 8/31/14

CASH BALANCE AUGUST 1, 2014 \$8,412.29

REVENUES	
General	91,556.74
Trash	95,529.45
Water & Sewer	205,696.65
Parks/Pavillion	2,700.00
Land	
SUB-TOTAL	395,482.84

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

TOTAL REVENUES 395,482.84

EXPENDITURES	
General	(82,686.84)
Trash	(69,709.34)
Sewer/Water	(43,466.69)
Parks/Pavillion	(10,672.06)
SUB-TOTAL	(206,534.93)

PNC & Amer Exp Merchant Fee(s)	(368.08)
Credit Card Machine	(42.35)
LGIP Transfer(s)	
Check Order	
Payroll	(38,807.43)
Wire Trans FICA, W/H Tax, Sales Tax	(16,404.49)
SUB-TOTAL	(55,622.35)

TOTAL EXPENDITURES (262,157.28)

CASH BALANCE AS OF AUGUST 31, 2014 \$141,737.85

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	235,886.66
BOARDWALK	552,615.60
SEWER FUND	202,791.15
WATER FUND	40,906.55
REFUSE FUND	42,636.40
TOTAL LGIP ACCOUNTS	\$ 1,074,840.14
SEWER BOND (AMERICAN FUNDS)	139,895.83
PNC	15,894.74
TOTAL INVESTMENTS	\$ 1,230,630.71

FINANCE REPORT 7/1/14 to 7/31/14

CASH BALANCE JULY 1, 2014 \$281,740.05

REVENUES

General	(1,806.96)	
Trash	41,076.30	
Water & Sewer	66,315.47	
Parks/Pavillion	200.00	
Land		
SUB-TOTAL		105,784.81

LGIP Transfer(s)		-
Money Market Interest		45.55
Highway User Funds		-

TOTAL REVENUES 105,830.36

EXPENDITURES

General	(123,361.09)	
Trash	(20,165.07)	
Sewer/Water	(125,224.84)	
Parks/Pavillion	(57,365.87)	
SUB-TOTAL		(326,116.87)

PNC & Amer Exp Merchant Fee(s)	(441.52)	
Credit Card Machine	(42.35)	
LGIP Transfer(s)		
Check Order		
Payroll	(33,519.92)	
Wire Trans FICA, W/H Tax, Sales Tax	(19,037.46)	
SUB-TOTAL		(53,041.25)

TOTAL EXPENDITURES (379,158.12)

CASH BALANCE AS OF JULY 31, 2014 \$8,412.29

LGIP ACCOUNTS

HIGHWAY FUND		3.78
PARK FUND		235,877.25
BOARDWALK		552,593.56
SEWER FUND		202,783.06
WATER FUND		40,904.92
REFUSE FUND		42,634.70
TOTAL LGIP ACCOUNTS		\$ 1,074,797.27

SEWER BOND (AMERICAN FUNDS)		139,895.83
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PNC		17,521.75
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TOTAL INVESTMENTS \$ 1,232,214.85