

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, JANUARY 6, 2020
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 Hicks, Town Manager
Andrea Brady, Town Clerk
Karen Williams, Community Affairs

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 14

Minutes: December 2nd Town meeting minutes and December 18th work session minutes
Councilman Smith made a motion to approve the minutes as presented; Vice Mayor Sitoula
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 December was read. (See attached)

- B. Finance Report** – No report.

- C. Town Manager's Report** – Boardwalk update, the Town notified the previously chosen construction inspector of the project status. The Town has submitted a traffic permit as required by SHA (State Highway Administration). The Town still needs to obtain the traffic permit and verify there are no additional SHA or MDE (Maryland Department of the Environment) issues to address, then the Town will schedule a pre-construction meeting. Restrooms on the Village Green update, the Town is addressing SHA comments and checklist. The Town needs to develop a public awareness letter and an executed MOU to complete the checklist required by SHA and plans specs and estimates. Construction to begin soon with the Town installing the water and sewer lines. Zoning Ordinance update, the Town is updating the Ordinance based on the Town's attorney's comments. The Ordinance will be forwarded to the Town Council for their review and adoption and a public hearing will be held before adoption. Field work on a flood study in the Knotts and Teates neighborhoods has been completed and recommendations from the engineering firm are in hand. An addendum to the flood study has been received. Grants have been applied for, and the Town is waiting on word on the grant submissions. The leaf vac is over for the season. Any additional leaves will need to be placed curbside on Wednesdays in a container marked yard waste or within paper yard waste bags.

- D. Code Enforcement Report** – The Town issued 20 violations, 3 fines, 11 citations and cleared 5 violations for the month of December. The Town also completed 24 rental inspections for the month.
- E. Planning Commission Report** – The Planning Commission approved the preliminary plan for the Anchorage/CIRI subdivision. The Town Manager provided background information on the CIRI property project. The preliminary plan will be added to the website.
- F. Bureau of Fire Prevention** – Chief Jeff Williams reported that for the month of December the IHVFD had 28 fire responses, 19 first due, 9 mutual aid and 42 medical responses. For the year, the IHVFD had 292 fire responses, 129 first due, 163 mutual aid, 431 medical responses, 523 manhours on the fire side, 1375 training hours, and 152 smoke alarms installed for the year. Chief Williams hopes to hold another smoke alarm event with the Red Cross in the spring. Chief Williams spoke about CO detectors and encouraged residents that have any type of fuel that heat their home to purchase one. Chief Williams also spoke about the Importance of getting your furnace and fireplace serviced.
- G. Community Affairs** – Karen Williams thanked everyone who made all of the events happen through the year 2019. September 26, 2020 The Town will hold its Centennial Celebration. Ms. Williams asked for anyone who has old pictures to share to please contact her so she can make copies for the Centennial Celebration displays that will be in the Pavilion for the event. The Community Activities Committee meeting will be held on January 14th at a new time of 6pm. The United Way of Charles County will hold their second service pop up event on Saturday February 8th from 10am to 1pm at the Pavilion and it will include services such as tax preparation, ask a doctor health consultation, ask a lawyer legal consultation and several other services. In honor of Black History Month, the Charles County Public Library will hold Let It Shine: The American Civil Rights Movement on February 10th at 6:30pm, Mobile Library at the Village Green. There will be a nine-week, wellness revelation class held at the Senior Center.
- H. Charles County Recreation** – No report.
- I. Policing Report** – Corporal Curtis reported that Waldorf has been getting hit really hard with stolen vehicles. Corporal Curtis discussed people warming their cars before work while they are inside getting ready, which often leads to vehicle theft. Keep your doors locked, keep your cars locked. If you see anything suspicious call the Sheriff's Department on the non-emergency number. A resident asked Corporal Curtis if he keeps track of social media. Corporal Curtis explained that the Community Policing Officers will try to get on their communities Facebook pages but not all communities have a designated officer. If something big occurs on social media that is brought to the attention of the Sheriff's Department, the IT department and detectives will look into it.

Briefings: None

Presentations/Recognitions: None

Resolutions: None

Ordinances: Town Clerk Brady read Ordinance 01-01-20 for introduction. It is an Ordinance concerning acquisition of Christopher C. Henderson Revocable Living Trust Property for the purpose of authorizing and approve the Town's purchase of certain property owned by the Revocable Living Trust of Christopher C. Henderson dated November 16, 2016, under certain terms and conditions. The Ordinance will be on the February 3, 2020 Town meeting agenda for adoption. A resident asked other than extending the boardwalk what other type of development would the Council be talking about. The Mayor explained that the Council would like to hold meetings in reference to development of the property once it is purchased. The Council plans to have the residents' input on the future development. A resident asked for the purchase price of the property since it was not listed in the Ordinance. The price is \$500,000, there is no markup it is being sold for the appraised value.

Petitions: None

Unfinished Business: The Council discussed their proposed 2020 Town meeting time change. The Council received public comment at the last two meetings. The Mayor suggested a time change to 7:00pm. Councilman Smith made a motion to accept the proposed time change. Vice Mayor Sitoula seconds the motion. The Town meeting time change was approved by voice vote: 3-Ayes, 0-Nays. There were no comments from the residents.

New Business: Karen Williams gave background on the NHHC anchor. It is the anchor that has been displayed in front of I.H. Elementary since 1972. The anchor is on loan from the Naval Base. Ms. Williams is working with representatives from the Base to potentially have the anchor moved onto the Village Green if it is not able to stay on school property. Ms. Williams will be speaking with the Superintendent for an update, and if the anchor is unable to stay at the school it will be moved onto the Village Green.

Miscellaneous: Mayor Paulin read the upcoming events and meetings for January.

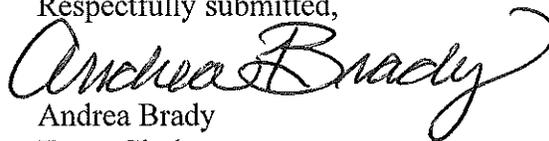
Citizen's Comments: Vivian Elder, 88 Mattingly Ave – Ms. Elder inquired about the posted Planning Commission minutes, asked about the approval process of all minutes, requested that draft minutes be posted on the website, and asked that abbreviations be spelled out in future minutes. Ms. Elder expressed her opinion that the issue with getting people to attend the Town meetings is not the time but the content and suggested the Council discuss more at the meetings to allow for more input from residents. Ms. Elder asked for further information on the Anchorage subdivision/CIRI project. Town Manager Hicks explained that at this point a concept plan and preliminary plan has been approved but they will still need to come before the Planning Commission with a final plan for approval before construction can begin. The preliminary plan is for 160 townhomes and they are not proposing any senior housing. Ms. Elder asked the Council what they are going to do for a senior living community. Mayor Paulin spoke about studies that called for diversity of different housing options, but they have to find a developer willing to do it. Mayor Paulin has meetings with developers often and they discuss different ideas in reference to

housing growth and the diversity of housing needed. Mayor Paulin explained that one reason the Council is willing to take the risk on the Henderson property is because it does give the Council more control over what they would like to see and how to execute it based on the input of the residents. Ms. Elder asked for anymore news on the possibility of getting centerlines painted on the roads, specifically Mattingly Avenue. The Mayor stated that the Council did discuss it, but they do not plan to put lines on Mattingly Avenue at this time. The Council spoke with the Maryland Municipal League and they would have to have ordinances put in place for the width of lanes, then the expense of having those lines painted. None of the smaller municipalities had legislation outlining what would constitute the addition of lines on roads. Ms. Elder asked about emergency evacuation roads in Town. 210 highway & Strauss Avenue would be the only emergency evacuation roads within the Town of Indian Head.

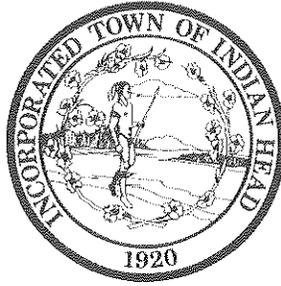
Warren Bowie, 9 Maple Street – Mr. Bowie asked for an update on the Velocity Center. Mayor Paulin believes the ribbon cutting has been pushed to mid-February with a goal to open in spring of this year. CSM (College of Southern Maryland) chose how to layout the interior and they are working on that at this time. Mayor Paulin will check with the developers for an update. Mr. Bowie asked for an updated on Nammo, who previously came to the Planning Commission and wanted to build a complex but couldn't due to impervious surfaces. Mayor Paulin stated that every few months he hears some talk from Nammo but there has not been a large push since then to locate in Town. There are a few options discussed but nothing definitive, but the Council wants them to be located here in Town. Mr. Bowie asked about the trash pickup the Friday after Christmas. Town Manager Hicks explained that the Town was closed in accordance with the County's closure schedule. Mr. Bowie inquired about the trench on Pine Street. Town Manager Hicks stated that they plan to take care of the trench during the paving projects in Town.

With no further questions or comments, the meeting adjourned at 8:18pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: December 2019

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
12/2/19	Renewable Energy for: William Savoy, Jr 121 Jenkins Drive			Roof Mounted Solar Panels
12/17/19	St. Mary's Star of the Sea Church 30 Mattingly Avenue			Shed
12/17/19	Tayman Painting & Construction for: Robert & Penny Poole 302 Bland Drive			Carport

USE & OCCUPANCY PERMITS;

12/4/19	James & Betty Palmer 31 Sixth Street			Shed
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TEMPORARY USE & OCCUPANCY PERMITS;

No Temporary Use & Occupancy permits issued during the month of December.

DEMOLITION PERMITS;

No Demolition permits issued during the month of December.

GRADING PERMITS;

12/17/19	CCG for: Comcast Stuart Place			Install cable for Abbey Station Subdivision
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SIGN PERMITS;

No Sign permits were issued during the month of December.

TEMPORARY SIGN PERMITS;

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