

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, FEBRUARY 3, 2020
VILLAGE GREEN PAVILION**

Mayor Paulin called the meeting to order at 7:05pm.

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: 18

Minutes: January 6th Town meeting minutes and January 22nd 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 January was read. (See attached)
- B. Finance Report** – No report.
- C. Town Manager's Report** – The Town has contacted a construction inspector for the Boardwalk Project, has provided the plans and is waiting for a price quote. The Town still needs to obtain the traffic permit, hire an inspector and schedule a pre-construction meeting, that will take place in the month of March. A public awareness statement for the restrooms on the Village Green project has been added to the Town's website and the Town has posted the project notification at the Trailhead Plaza and inside the Village Green Pavilion. The Town is in the process of updating the Zoning Ordinance based on the Town's attorney's comments. The Ordinance will be forwarded to the Town Council for review this month and adoption. A public hearing will be held before adoption. Lighting upgrades have taken place at the Pavilion, Senior Center, Town Hall and the Public Works building. The leaf vacuum is over for the season. Any additional leaves will need to be placed curbside on Wednesdays in a container clearly marked yard waste or within yard waste bags. Plastic bags are not accepted. Paving repairs to Pine Street, Indian Head Avenue Dr. Mitchell and Bland Drive will take place this month.
- D. Code Enforcement Report** – The Town issued 37 violations, 6 fines, 5 citations and cleared 16 violations for the month of January. The Town also completed 14 rental inspections for the month.

- E. Planning Commission Report** – The Planning Commission discussed the preliminary plan for the Anchorage subdivision. A new motion was made to approve the plan as presented at the December meeting. The new motion was requested because it was found following the December meeting that per Section 304 of the Town’s Zoning Ordinance, the Planning Commission has the power to approve the plan without further approval from the Council being required. The Planning Commission also discussed the Comprehensive Plan.
- F. Bureau of Fire Prevention** – Deputy Chief Wayne Higdon reported that for the month of January the IHVFD had 18 fire calls and 32 emergency medical responses. Deputy Chief Higdon shared fire safety tips. Keep wood and pellet stoves cleaned out, and get your chimney cleaned once a year. Put the ashes from stoves away from structures in case they flare up, a metal bucket would be ideal. The IHVFD is still installing the 10-year smoke alarms and they will also install smoke alarms purchased by the homeowner. Anyone interested in smoke alarm installation can speak with Karen at the Town Hall to schedule. March 8th at 2am is daylight savings time. Set you clock ahead 1 hour, and check smoke alarms at the same time. The IHVFD Auxiliary is holding a fundraiser, a drive-thru chicken tender dinner on February 24th from 11am to 1pm, and the meals cost \$8.
- G. Community Affairs** – Karen Williams discussed upcoming events. Saturday, February 8th from 10am to 1pm, Community Connections by the United Way of Charles County Service Pop-up will be held at the Village Green Pavilion. Feb. 15th at 10am an 8-week mindful resilience program will start at the Senior Center. Arnold House community dinners are held every Wednesday from 5pm to 6:30pm at the Metropolitan United Methodist church on Metropolitan Church Road. Charles County Parks Division, summer camp and activity fair are coming up. The Charles County Public Library is hosting a Black History event on February 10th, Let It Shine: The American Civil Rights Movement. The event will start at 6:30pm at the Village Green Pavilion and is for ages 8 and up. The Community Activities Committee is working on 2020 events, starting with the spring party and egg hunt to be held March 29th. The Taste of Indian Head will be held on May 2nd and the Community Activities Committee is expanding the event this year. The Town’s Centennial Celebration will be held on Saturday Sept. 26th.
- H. Charles County Recreation** – No report.
- I. Policing Report** – Officer Hancock filled in for Corporal Curtis and shared information on several issues plaguing many areas. Thefts from vehicles in driveway, this is a crime of opportunity. Individuals walking around pulling car doors and going through ones that are open. If there are valuables visible inside, they will smash a window. Take everything out of your vehicles or put valuables out of sight and be sure to lock the doors. Theft of vehicle is another issue plaguing many areas. On cold mornings people often warm up their cars. Warming your car with the doors unlocked and the keys in the ignition is illegal and you can get a citation. It also provides a crime of opportunity. Someone could take the car and go commit crimes. Thefts of

packages is a problem nationwide. People follow delivery vehicles during the day to see these packages, and they are usually familiar with people's patterns. If you are having a delivery see if it can go to your neighbor's house or have it delivered to the post office or shipping company or have someone pick it up for you. Residential burglaries often happen during the day. Criminals will go into houses where they are aware of your patterns. They will go in while no one is home to avoid confrontations. Hide your property. Don't put boxes outside that show what valuables are in the home. Close your blinds or pull your shades at night so people cannot see inside the house and see your valuables. Destruction of property is another ongoing issue. Officer Hancock asked everyone to contact sheriff office if they see this going on. Office Hancock spoke about the Sheriff's Department's security program. If you have cameras there is a program available where anyone who has the at home systems can register their cameras through the sheriff's office. It does not give remote access, it is a registry that lets the officers know that if they have a crime in a certain area, who has cameras that may have helpful footage to solve that crime. Officer Hancock reminded everyone to look out for each other as neighbors, watch out for each other's homes. The Sheriff's Department needs the public's help providing information to help them do their jobs efficiently. On Jan. 6th the pharmacy was robbed, and the detectives have made 3 arrests. Officer Hancock was not able to provide details since it is an ongoing investigation.

Briefings: None

Presentations/Recognitions: None

Resolutions: None

Ordinances: Town Clerk Brady read Ordinance 01-01-20 that was introduced at the January 6th Town meeting. 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. Councilman Smith made a motion to adopt Ordinance 01-01-20. Vice Mayor Sitoula seconds the motion. Motion carried by voice vote: 3-Ayes, 0-Nays.

Petitions: None

Unfinished Business: Mayor Paulin gave an update on the NHHC Anchor. Charles County Schools Assistant Superintendent of Supporting Services, Michael Heim confirmed that Charles County Public Schools wish to have the anchor remain on display in its current location at Indian Head Elementary School. They have completed the required documents with the Navy to keep the artifact there into the future.

New Business: The Council briefly discussed commercial vehicle parking at the January work session, and they would like to get public input on possible resolutions and possible areas to have commercial parking. Town Manager Hicks explained that commercial vehicle parking is a violation in the Town Code. The Council is looking at potential locations where commercial

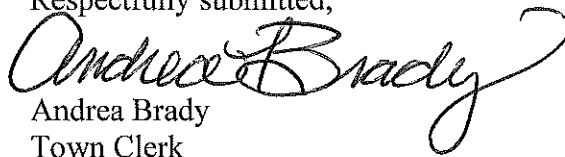
vehicles could park overnight. Councilman Smith stated that the Town is a community with a lot of people who drive trucks for a living and the Council wants to provide a space for parking to assist those town residents so they will not have to move in order to maintain their livelihood. Town Manager Hicks explained that Town owned locations would be the parks, but the Council has to take into consideration that it could still be considered an eye sore along with noise and fume issues, there are a lot of issues that need to be considered. Penny Drinkard asked how many vehicles the Council is talking about and the size of those vehicles. Town Manager Hicks explained that at this time it is less than 10 and they range in size from commercial vans to tractor trailers. Councilman Smith reiterated that the residents neighbors are trying to earn a living and have a place to park legally. Councilman Smith asked if a commercial vehicle parked in a driveway is illegal and requested that the code be added to the Town's website. Town Manager Hicks explained that there are a lot of factors such as the size of the vehicle and code is already available online and copies can be made available at the Town Hall. Deputy Chief Higdon stated that Fire & EMS have concerns over getting down narrow streets with commercial vehicles parked there. Mayor Paulin suggested that the Council identify Town owned land and research what would be amenable and present more information at the next meeting. Officer Hancock stated that the Council could be opening pandora's box by allowing commercial vehicle parking and suggested by having a permitting process to approve or deny the request they could somewhat prevent an influx of commercial vehicles. Deirdre Travis a Mattingly Avenue resident expressed concerns over upcoming fishing tournaments that take place at Mattingly Park, and the need to maintain parking for those tournaments to support the tourism the Town has. Warren Bowie asked if the issue existed in a particular area of town and asked if the Council has had people come to them who own commercial trucks saying they cannot live here because they cannot park their truck. The council has not had anyone approach them stating this. Vice Mayor Sitoula explained that the River Watch community was having issues with the owner of a semitruck parking within their community, but he has since found elsewhere to park the vehicle. Warren Bowie suggested the Council look at the existing code and consider modifying it to address the issue. The Council will discuss reviewing the code at their upcoming work session and present any ideas to the public.

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

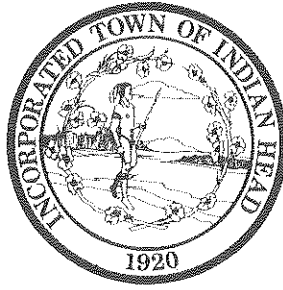
Citizen's Comments: None.

With no further questions or comments, the meeting adjourned at 7:45pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: January 2020

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
1/6/20	Muhr Management for: John Blandford, Jr. 4730 Strauss Avenue			Interior renovations and addition
1/6/20	Trendsetters for: John Garrett 20 Oak Street			Repairs after fire damage
1/13/20	Sustainable Energy for: Steven Alves 4 Pine Street			Solar Panels
1/14/20	Jose Leon 400 Indian Head Avenue			Finish Basement
1/16/20	Dehart Fence for: Kristy Savoy 87 Riverside Run Drive			Fence
1/22/20	Heath Designs for: PNC Bank 1 N Prospect Avenue			Light Poles
1/23/20	Rainbow Construction 9 Stuart Place	SFD		
1/23/20	Renewable Energy for: Daisy Alo 2 Fairhill Lane			Solar Panels
1/28/20	Remodel USA for: Francesca Killebrew 23 Lookout Drive			Deck

USE & OCCUPANCY PERMITS;

1/23/20	Robert & Penny Poole 302 Bland Drive			Carport
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TEMPORARY USE & OCCUPANCY PERMITS;

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

DEMOLITION PERMITS;

No Demolition permits issued during the month of January.

GRADING PERMITS;

No Grading permits issued during the month of January.

SIGN PERMITS;

No Sign permits were issued during the month of January.

TEMPORARY SIGN PERMITS;

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