

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, April 4, 2022
Village Green Pavilion**

Mayor Paulin called the meeting to order at 7:00pm.

Roll Call

Brandon Paulin, Mayor
Ron Sitoula, Vice Mayor
Cassandra Grumbine, Councilwoman

Attended By

Ryan Hicks, Town Manager
Andrea Brady, Town Clerk
Ginger Foster, Finance Officer

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 1

Minutes: March 7th Town meeting minutes and March 23rd work session minutes. Vice Mayor Sitoula made a motion to approve the minutes as presented, Councilwoman Grumbine 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 March was read. (See attached)
- B. Finance Report** – The finance report for March was read. (See attached)
- C. Town Manager's Report** – The Boardwalk is 99% complete. Emergency call boxes to be installed within the next few weeks. Once the call boxes are installed the gate to the Boardwalk will be unlocked. SMECO is setting a transformer this month. ADA inspection passed with flying colors. The Town submitted a revised packet for the Village Green restrooms project to SHA for review and approval. The resubmission included plan set with current dates, NEPA determination, addressed all previous SHA comments, and all SHA specifications to current standards. The Town submitted the Comprehensive Plan review packet since the previous packet submission was not received by the Critical Area Commission (CAC). A response will be provided by the CAC after the next meeting which will be held on April 6th. The Town is working on next year's budget. The hearing is scheduled for April 28th. The preliminary design for East Poplar stormwater is complete and the Town is awaiting permit approval. The buffer management plan for Mattingly Park was submitted last month, and the Town is awaiting word from CAC. The Town submitted the wastewater permit and water allocation permit to MDE, and we are awaiting comments and/or approval. Paving repairs are scheduled to take place in Town over the next few months. The Town needs Board of Zoning Appeal members. Please contact the Town Hall if you are interested.

D. Code Enforcement Report – The Town issued 11 notices of violation for the month of March, 3 rubbish and garbage violations, 1 rubbish and garbage fine, 1 zoning/permit violation, 2 rental license violations, 2 property maintenance violations, 1 property maintenance citation, and 1 inoperative/untagged vehicle violation. The Town completed 28 rental inspections and cleared 4 violations for the month of March.

E. Planning Commission Report – The March Planning Commission meeting was canceled.

F. Bureau of Fire Prevention – Deputy Chief Wayne Higdon reported that March and the first part of April have been very serious in Charles County with a recent fire fatality in Waldorf. There was a fire on Mattingly Avenue, but the occupant and her pets were rescued. This Friday, the IHVFD will hold a fish fry from 4 to 8pm. The IHVFD is encouraging everyone to switch out to the new 10-year model smoke alarms and they can assist with installation.

G. Charles County Recreation – No report

H. Policing Report – The Community Policing report was read. (see attached)

Briefings: None

Presentations/Recognitions: None

Resolutions: None

Ordinances: Ordinance 04-01-22 was introduced. It is an Ordinance concerning amendment of Town Personnel Ordinance for the purpose of amending the Town's Personnel Ordinance to modify provisions relating to employee sick leave use. The Ordinance removes the requirement that immediate family live in the employee's household for the employee to use sick leave to assist with their care. The Ordinance will be on the May Town meeting agenda for adoption.

Petitions: None

Unfinished Business: None

New Business: None

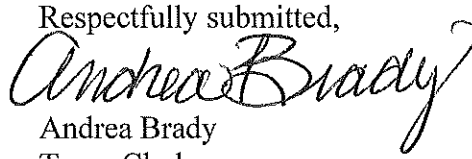
Miscellaneous: Mayor Paulin read the upcoming events and meetings for April.

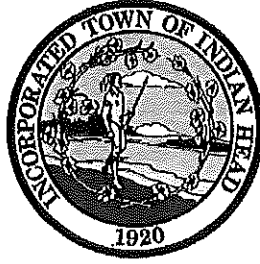
Citizen's Comments: Wayne Higdon, Bland Drive – Mr. Higdon spoke about the recent controversy over the name of Indian Head Highway and his concern that it may eventually affect the Town. Mr. Higdon feels the town needs to work on getting some people on our side to make sure the Town is treated fairly. Mayor Paulin said the bill has been amended on the House side and it will now be a dedication of the highway and will likely not change the name. The amended

bill currently on the Senate side. The bill was amended at State Highway's request, to prevent the name change and save the state a substantial amount of money. Mayor Paulin recently spoke with Tribal Chair Francis Gray of the Piscataway Conoy Tribe, and Mr. Gray spoke in opposition of the proposed change.

Vice Mayor Sitoula – Vice Mayor Sitoula spoke about recent fraudulent activity during tax season and encouraged everyone to either file online or take documents directly to the post office instead of placing them in your mailbox at home. This would help prevent access to your documents and personal information.

With no further questions or comments, the meeting adjourned at 7:20pm.

Respectfully submitted,

Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: March 2022

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
3/01/22	Fence & Deck Connection for: Jashria Robinson 170 Seldovia Drive			Deck
3/16/22	NVR Inc, Ryan Homes 83-93 Caswell Drive	6 new townhome units in Anchor Point Subdivision		
3/16/22	NVR Inc, Ryan Homes 169-183 Seldovia Drive	8 new townhome units in Anchor Point Subdivision		
3/25/22	Suntuity Solar for: Allan Whitaker 5 Beth Court			Solar panels
3/25/22	Baker Home Solutions for: Lakisha Johnson 100 Woodland Drive			Carport repairs

USE & OCCUPANCY PERMITS;

3/3/22	4450 Indian Head Highway II, LLC 4450 Indian Head Highway		T/A: U.S. Bomb Tech Association	
3/3/22	4450 Indian Head Highway II, LLC 4450 Indian Head Highway			Steel Canopy
3/28/22	Keishney Hill 210 Chickaloon Place			Deck
Mar 2022	NVR Inc. Ryan Homes Seldovia Drive			Decks for 3 new townhomes in Anchor Point Subdivision
Mar 2022	NVR Inc, Ryan Homes Seldovia Drive	8 new townhome units in Anchor Point Subdivision		

TEMPORARY USE & OCCUPANCY PERMITS;

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

DEMOLITION PERMITS;

No Demolition permits were issued during the month of March.

GRADING PERMITS;

No Grading permits were issued during the month of March.

SIGN PERMITS;

No Sign permits were issued during the month of March.

TEMPORARY SIGN PERMITS;

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

FINANCE REPORT 3/1/22 to 3/31/22

CASH BALANCE MARCH 1, 2022 \$1,308,641.18

REVENUES

General	80,233.59
Trash	20,760.96
Water & Sewer	188,520.86
Parks/Pavillion	25,800.00
Land	
Prior Year	

SUB-TOTAL 315,315.41

Bond Draw(s)	-
Money Market Interest	166.65

SUB-TOTAL 166.65

TOTAL REVENUES 315,482.06

EXPENDITURES

General	(479,737.75)
Trash	(20,134.79)
Sewer/Water	(97,454.24)
Parks/Pavillion	(106,898.57)

SUB-TOTAL (704,225.35)

Old Line & Blue/Paymentus Merchant Fee(s) (146.95)

LGIP Transfer(s)

Check Order

Payroll (40,195.77)

Wire Trans FICA, W/H Tax, Sales Tax (20,584.93)

SUB-TOTAL (60,927.65)

TOTAL EXPENDITURES (765,153.00)

CASH BALANCE AS OF MARCH 31, 2022 \$858,970.24

OLD LINE INVESTMENT ACCOUNTS

PARK FUND	14,272.92
BOARDWALK	26,084.89
SEWER/WATER FUND	42,985.04
REFUSE FUND	127,201.83
HIGHWAY USER	67,269.58

TOTAL OLD LINE INVESTMENT ACCOUNTS \$ 277,814.26

SEWER BOND (AMERICAN FUNDS) 102,398.65

TOTAL INVESTMENTS \$ 380,212.91

Town of Indian Head CRIME REPORT 04/04/2022

CRIMES AGAINST PERSON:

None Reported

CRIMES AGAINST PROPERTY:

03/11/22 Destruction of Property – Mattawoman Ct; S220700356

Unknown suspect threw object at victim's vehicle during road rage incident; Victim wished no police action

03/11/22 Stolen Tags – Gayan's Autobody; IR# 2201803

Unknown suspect(s) stole dealer tag from lot. No security footage of incident

03/17/22 Burglary – Vacant Apartment Building (Near NSWC Gate); S220760244

Unknown suspect(s) cut/stole copper piping from water heaters; Property owner wished no report

03/21/22 Theft – Pine St.; S220800550

Residence had house fire, during which fire dept. removed damaged appliances to front yard of residence; Appliances were taken but not by insurance company

03/24/22 Theft – Dollar General; S220830189

Suspect barred from business and sent on their way

03/29/22 Theft – Dollar General (Parking Lot); IR# 2202298

Victim met unknown suspects in parking lot to sell shoes. Suspects stole shoes and fled.

QUALITY OF LIFE COMPLAINTS:

Loitering: 2

Fireworks: 1

Landlord/Tenant Dispute: 5

Minibike: 1

Disorderly: 2

Trespass: 1

CDS: 2

Landlord Dispute: 2

NOTES:

- **COMMUNITY CLEANUP DAY IS COMING!** Saturday, MAY 21st is a great opportunity to get out and show your support for the Town by pitching in to keep your community looking nice...it's also a perfect time to get outside on a (hopefully) beautiful spring day, meet your neighbor and meet some of your Community Officers! The Charles County Government will be providing supplies (gloves, trash grabbers, etc.) and will pick up any bags of trash collected. Follow the link below to get signed up and help keep our communities beautiful!
<https://www.charlescountymd.gov/services/environmental-resources/workshops-events/watershed-cleanup-events>
- Remember: With the restructuring of COPS, the new **POINT OF CONTACT** will be our civilian Community Coordinator Mr. Gus Proctor. He can be reached at 301-932-3080 or by email: proctora@ccso.us. If an officer is needed at a community meeting, a request must be submitted through Mr. Proctor a week in advance.
- The Charles County (Maryland) Sheriff's Office and Charles County Crime Solvers work together to solve crimes and hold criminals accountable for their offenses. Crime Solvers offers rewards of **up to \$1,000** for information that leads to the arrest or indictment of a person involved in criminal activity. You can submit tips anonymously by calling 1-866-411-TIPS or visiting www.charlescountycrimesolvers.com
- **Community Surveys are available**...Community Surveys can be completed by anyone in the community. It's a quick and easy form you can complete that helps provide the Charles County Sheriff's Office with a better understanding of how to best provide your community with the highest quality of police services possible. Completed forms can be forwarded to Cpl. J. Alpert at alpertj@ccso.us or to Mr. Proctor at proctora@ccso.us.