

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, APRIL 3, 2017
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
Andrea Brady, Town Clerk
Ginger Foster, Finance Director

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 24

Minutes: March 6th Town meeting minutes and March 29th 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 March 2017 was read (attached).
- B. **Finance Report** – The finance report for March 2017 was 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 Board of Zoning Appeals, Planning Commission, Ethics Commission, Parks and Rec Commission and Environmental Sustainability Committee. Please contact the town hall if you would like a new 95 gallon toter for recycling for your home or place of business. Online bill pay will be up and running at the next billing cycle. Paving repairs will take place along Strauss Avenue, Raymond Avenue and Jenkins Drive this week. The Town is applying for a Chesapeake Bay trust grant to do work in Mattingly Park. The Town is still awaiting word from the State as it relates to the new funding request. A quote from the most recent response, "Thank you for reaching out for an update on this project. Unfortunately, the letter is still under review by senior management. We are actively tracking this review so that when a decision is made we can forward that information to you." The budget process is well underway and the public hearing on the budget will be held on Thursday April 13th at 7pm. If you would like to sign up for dual billing please fill out a form which can be located on the Town's website and at the Town Hall. The Town will be removing several dead trees this week along Riverwatch Drive and Jennifer Drive to name a few locations. The tree issues are a result of the recent storm. The fountain on the Village Green and the bathrooms at Mattingly Park are both in operation for the season.
- D. **Code Enforcement Report** – The Town issued 6 notices of violation during the month of March 2017. 1 property maintenance violation, 1 vacant structures & land violation, 2

vehicle violations, 1 rubbish & garbage violation and 1 open burning violation. The Town performed 2 rental inspections for the month of March 2017.

- E. **Planning Commission Report** – The Planning Commission voted to recommend Council approval of the CIRI zoning map amendment request with conditions.
- F. **Parks and Recreation Report** – Councilman Smith reported that the P&R Commission will start having robotics and video game design classes at the Senior Center on Saturdays. P&R recently purchased shirts for the dance program and they are working on getting outfits as well.
- G. **Environmental Sustainability Report** – Councilman Smith reported that on Saturday, April 8th, the ESC will take part in the annual watershed cleanup at Mattingly Park from 10am to 2pm. Volunteers are needed and lunch will be provided by the Town.
- F. **Bureau of Fire Prevention** – Chief Williams reported that for the month of February, the IHVFD responded to 33 fire responses, 15 first due, 18 mutual aid and 23 medical responses. The IHVFD also completed 100 hours of training. For the month of March, the IHVFD responded to 23 fire responses, 11 first due, 12 mutual aid and 29 medical responses. The IHVFD also completed 125 hours of training. During the recent storm the IHVFD received a lot of calls for trees down. If there is a person whose life is in immediate danger as a result of the tree, the fire department will do everything they can. They cannot remove trees but they will do everything they can to save individuals. Chief Williams also reminded people to be careful of hazardous chemicals during spring cleaning and take advantage of the County's hazardous waste disposal services.
- G. **Community Affairs** – No report.
- H. **Charles County Recreation** – No report.
- I. **Policing Report** – No report.

Briefings: Paola Addamiano-Carts, Chairperson, Kids Into Discovering Science (KIDS):Ms. Addamiano-Carts shared information on her local nonprofit STEM program including the background on the program and information on some of the student participants. The program currently has 35 kids involved and they are an even mix of Prince George's County residents and Charles County residents as well as public, private and homeschooled children. The STEM program has a robotics team and a human powered submarine team. They also do fieldtrips and STEM outreach. More information is available on the KIDS website and Facebook page. Registration is \$100 per family with up to 2 children and a waiver is available for families who cannot afford the \$100 registration fee. KIDS meet every Friday night and their membership cycle starts in August.

Corey Ramsden, Program Director MD Sun – Solar Co-op: Mr. Ramsden shared information on MD Sun Solar Co-op. MD Sun and communities work together to form solar co-ops and they provide the technical and administrative support. MD Sun also creates a co-op website and administrates sign up process and responds to technical inquires. They also present at info sessions, facilitate RFP processes, installer selection and installer management. For more information you can contact Mr. Ramsden at corey@mdsun.org or 240-334-7720.

William Price, Bryant Mitchell Architects: Mr. Price presented the New Life Christian Ministries concept plan for repurposing, refurbishing and redeveloping the Ely shopping center, law office and warehouse. Currently the plans include a grocery store, retail stores, a daycare, a playground, a religious assembly and conference space and a possible Sheriff's department substation. Mr. Price showed current photos of the Ely properties, proposed floor plans and discussed the phases of construction. New Life Christian Ministries has spoken with a developer and they are looking for community input and support for the project. Town Manager Hicks did clarify that the project would not need approval or zoning from the County since it is within the Town of Indian Head.

Presentations/Recognitions: None

Resolutions: Resolution 04-01-17 was introduced for adoption. It is a resolution appointing Xavier Smith to the Indian Head Parks and Recreation Commission for a two-year term, to expire in April 2019. Councilman Smith made a motion to adopt resolution 04-01-17; Vice Mayor Sitoula seconds the motion. Resolution 04-01-17 was adopted by voice vote: 3-Ayes, 0-Nays.

Ordinances: None

Petitions: None

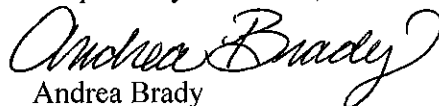
Unfinished Business: None

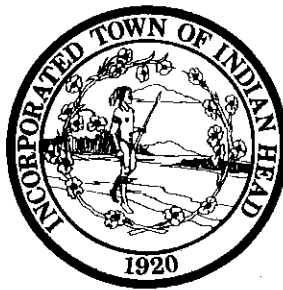
New Business: None

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

Citizen's Comments: Councilman Smith thanked all of the presenters and he encouraged residents to come to the upcoming FY18 budget hearing on April 13th. Councilman Smith will have dates for the information meeting on the MD Solar Coop put on the Town's website and his technology tip for the month was to make sure your online passwords are strong. There is a free program available called keepass to store passwords.

With no further questions or comments, the meeting adjourned at 8:55pm.

Respectfully submitted,

Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: March 2017

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
3/7/17	Betty Beavers 14 First Street			Fence
3/17/17	Washington Boyz Construction for: Stanford Clark 300 Indian Head Avenue			Deck & Ramp
3/20/17	Potomac Animal Wellness Services 4618 Indian Head Highway			Freestanding Sign
3/21/17	Solar City Corp for: David Padilla 11 Leslie Drive			Solar Panels
3/21/17	Solar City Corp for: Travis Benson 200 Susan Drive			Solar Panels

USE & OCCUPANCY PERMIT;

3/17/17	James & Barbara Wheeler 14 Pine Street			Shed/Studio
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TEMPORARY USE & OCCUPANCY PERMIT;

3/17/17	Mid Atlantic IRA – Thomas Savoy	SFD		
	29 Sixth Street			

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;

3/20/17	Potomac Animal Wellness Services 4618 Indian Head Highway			Freestanding Sign
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TEMPORARY SIGN PERMITS;

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

FINANCE REPORT 3/1/17 to 3/31/17

CASH BALANCE MARCH 1, 2017 \$757,288.10

REVENUES		
General	25,077.54	
Trash	8,850.47	
Water & Sewer	18,322.28	
Parks/Pavillion	3,623.50	
Land	-	
SUB-TOTAL	<u> </u>	55,873.79
LGIP Transfer(s)	-	
Money Market Interest	-	

TOTAL REVENUES - 55,873.79

EXPENDITURES		
General	(70,920.03)	
Trash	(14,649.38)	
Sewer/Water	(53,249.40)	
Parks/Pavillion	<u>(9,311.47)</u>	
SUB-TOTAL		(148,130.28)

PNC & Blue Merchant Fee(s)	(48.62)	
Credit Card Machine	-	
LGIP Transfer(s)		
Check Order	-	
Payroll	(46,405.63)	
Wire Trans FICA, W/H Tax, Sales Tax	<u>(20,198.86)</u>	
SUB-TOTAL		(66,653.11)

TOTAL EXPENDITURES (214,783.39)

CASH BALANCE AS OF MARCH 31, 2017 \$598,378.50

LGIP ACCOUNTS		
HIGHWAY FUND		3.78
PARK FUND		201,731.07
BOARDWALK		525,860.54
SEWER FUND		27,865.01
WATER FUND		43,259.89
REFUSE FUND		<u>120,439.09</u>
TOTAL LGIP ACCOUNTS		\$ 919,159.38
SEWER BOND (AMERICAN FUNDS)		105,742.47
PNC/OLDLINE		<u>2,426.04</u>
TOTAL INVESTMENTS		<u> </u> \$ 1,027,327.89