

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
Monday, May 1, 2023
GoToMeeting**

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

Roll Call

Brandon Paulin, Mayor
Ron Sitoula, Vice Mayor 7:07pm
Cassandra Grumbine, Councilwoman

Attended By

Andrea Brady, Town Clerk
Ginger Foster, Finance Officer

Town Manager Hicks was excused from this evening's meeting.

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 2

Minutes: April 3 Town meeting minutes, April 20 constant yield tax rate hearing and April 20 FY24 budget hearing and April 26 work session minutes. Mayor Paulin made a motion to approve the minutes as presented, Councilwoman Grumbine seconds the motion. The minutes were approved as presented by voice vote: 2-Ayes, 0-Nays.

Reports of Officers, Boards and Committees:

- A. Permits** – The permits report for April was read. (See attached)
- B. Finance Report** – The finance report for April was read. (See attached)
- C. Town Manager's Report** – Town Manager Hicks will provide his report at next month's meeting.
- D. Code Enforcement Report** – The Town issued 54 notices of violation for the month of April, 21 grass and weeds violations, 1 grass and weeds fine, 10 rubbish and garbage violations, 4 rubbish and garbage fines, 2 rubbish and garbage citations, 2 zoning/permit violations, 1 zoning/permit citation, 2 rental license violations, 1 rental license citation, 5 property maintenance violations, 4 property maintenance fines, 1 nuisance/noise citation. The Town completed 23 rental inspections for the month of April and cleared 6 violations.
- E. Planning Commission Report** – The April Planning Commission meeting was canceled.
- F. Bureau of Fire Prevention** – No report.

G. Charles County Recreation – No report.

H. Policing Report – Anyone interested in obtaining information on crime that occurs in our area can go to CityProtect.com. If you see anything suspicious, please call 301-743-2222. If you need contact information for Mr. Gus Proctor, the Community Policing contact, you can find it on the Town’s website.

Briefings: None

Presentations/Recognitions: Town Clerk Brady read a proclamation for Diffuse Intrinsic Pontine Glioma (DIPG Awareness Day). Mayor Paulin spoke about Fin Cusick and his family and what he is going through in his fight with DIPG. The Mayor encouraged residents to look into the upcoming fundraising efforts by searching Fin’s Fierce Fight. Mayor Paulin made a motion to adopt the resolution as presented. Councilwoman Grumbine seconds the motion. The proclamation was approved as presented by voice vote: 2-Ayes, 0-Nays.

Resolutions:

Ordinances: Town Clerk read Ordinance 04-01-23 for adoption. It is an Ordinance adopting the Town financial plan and budget and setting the tax rate, schedule of fees for various permits, the major facilities fees, water, sewer and trash removal and disposal rate for the fiscal year 2024. The tax rates remain the same. There will be minor increases in water, sewer, and trash fees. There will also be increases to building permit fees due to an updated contract with Planckek. Mayor Paulin opened the floor for questions. Seeing none, Mayor Paulin made a motion to adopt Ordinance 04-01-23. Councilwoman Grumbine seconds the motion. The Ordinance was adopted by voice vote: 3-Ayes, 0-Nays.

Mayor Paulin thanked town staff for their work during the budget process and thanked them for being good financial stewards with tax dollars.

Petitions: None

Unfinished Business: None

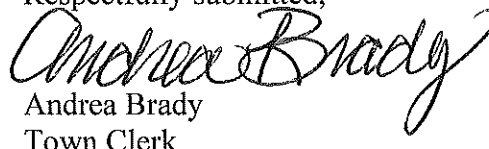
New Business: None

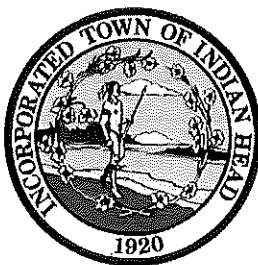
Miscellaneous: Mayor Paulin read the upcoming events and meetings for May.

Citizen’s Comments: None

With no further questions or comments, the meeting adjourned at 7:13pm.

Respectfully submitted,


Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: April 2023

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
April	Fence & Deck Connection 7 decks in Anchor Point Subdivision 28 Caswell Drive 34 Caswell Drive 36 Caswell Drive 38 Caswell Drive 40 Caswell Drive 42 Caswell Drive 160 Seldovia Drive			Decks
4/19/23	CMI Contracting for: RXBSA 4145 Indian Head Hwy			Addition and renovations to existing building for a new grocery store and seven apartments

USE & OCCUPANCY PERMITS;

April	NVR Inc, Ryan Homes	6 new townhome units in Anchor Point Subdivision		
April	NVR Inc, Ryan Homes			6 decks on new townhomes in Anchor Point Subdivision

TEMPORARY USE & OCCUPANCY PERMITS;

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

RIGHT OF WAY PERMITS;

4/6/23	Comcast Cable			ROW work in the area of Sixth Street and Oak Road
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DEMOLITION PERMITS;

No Demolition permits were issued during the month of April.

GRADING PERMITS;

No Grading permits were issued during the month of April.

SIGN PERMITS;

No Sign permits were issued during the month of April.

TEMPORARY SIGN PERMITS;

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

FINANCE REPORT 4/1/23 to 4/30/23

CASH BALANCE APRIL 1, 2023 \$2,408,782.90

REVENUES	
General	18,656.73
Trash	27,026.58
Water & Sewer	39,105.08
Parks/Pavillion	1,400.00
Land	
Prior Year	
SUB-TOTAL	86,188.39

Bond Draw(s)	-
Money Market Interest	<u>2.05</u>
SUB-TOTAL	2.05

TOTAL REVENUES 86,190.44

EXPENDITURES	
General	(87,761.46)
Trash	(4,938.66)
Sewer/Water	(87,437.86)
Parks/Pavillion	<u>(128,783.70)</u>
SUB-TOTAL	(308,921.68)

Old Line & Blue/Paymentus Merchant Fee(s)	(569.20)
LGIP Transfer(s)	
Check Order	
Payroll	(39,694.26)
Wire Trans FICA, W/H Tax, Sales Tax	<u>(19,131.01)</u>
SUB-TOTAL	(59,394.47)

TOTAL EXPENDITURES (368,316.15)

CASH BALANCE AS OF APRIL 30, 2023 \$2,126,657.19

OLD LINE INVESTMENT ACCOUNTS	
PARK FUND	14,692.04
BOARDWALK	26,850.99
SEWER/WATER FUND	44,247.23
REFUSE FUND	113,155.22
HIGHWAY USER	<u>69,245.47</u>
TOTAL OLD LINE INVESTMENT ACCOUNTS	\$ 268,190.95

SEWER BOND (AMERICAN FUNDS)	<u>96,233.47</u>
TOTAL INVESTMENTS	<u>\$ 364,424.42</u>