

**TOWN OF INDIAN HEAD  
TOWN MEETING MINUTES  
MONDAY, June 6, 2022  
Village Green Pavilion**

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

**Roll Call**

Brandon Paulin, Mayor  
Cassandra Grumbine, Councilwoman

**Attended By**

Andrea Brady, Town Clerk  
Ginger Foster, Finance Officer

Vice Mayor Sitoula and Town Manager Hicks were excused.

**NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 0**

**Minutes:** May 2<sup>nd</sup> Town meeting minutes and May 25<sup>th</sup> 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 May was read. (See attached)

**B. Finance Report** – The finance report for May was read. (See attached)

**C. Town Manager's Report** – Indian Head's Stormwater Permit:

The EPA's National Pollutant Discharge Elimination System (NPDES) general permit covers small municipal separate storm sewer systems (MS4s) in certain portions of the State of Maryland. The Town of Indian Head is categorized as an MS4 designated by the Maryland Department of the Environment (MDE) under the Clean Water Act (CWA) and associated regulations. MS4 owners and operators covered under this general permit must manage, implement, and enforce management programs for controlling all stormwater discharges. The Town must effectively prohibit pollutants in stormwater discharges or other unauthorized discharges into the MS4 as necessary to comply with Maryland's receiving water quality standards.

**Public Education and Involvement:**

The Town has posted a number of resources on the Town's stormwater page including educational materials, local events, an interactive survey, and other information related to the Town's stormwater permit. The Town also provides printed copies of these resources through the Town office. If you require special accommodations to access these materials, please call the Town office at 301-743-5511.

The website includes stormwater information and events established through Charles County and other regional cooperatives. On June 9 the Chesapeake Bay Trust is holding webinar related to grant opportunities for stormwater related projects. These projects include rain gardens, tree plantings, reforestation, trash cleanups, and other best management practices related to stormwater. On July 30<sup>th</sup> the County will be holding a virtual rain barrel workshop for County residents.

The County partners with the Alice Ferguson Foundation to conduct cleanups throughout the region. Please visit the Potomac Watershed Cleanup website at [potomaccleanup.org](http://potomaccleanup.org) for more information on volunteering or becoming a site leader. A link to register for these events can be found on the Town's stormwater webpage.

#### Illicit Discharge Reporting and Pollution Prevention

Federal regulations define an illicit discharge as "...any discharge to an MS4 that is not composed entirely of stormwater." This can include household cleaners, lawn products, trash, and organic debris. The Town has illicit discharge reporting information on the Town's Stormwater (MS4) page. If you witness an illicit discharge into the Town's stormwater system, please call The Town's phone number 301-743-5511.

#### 2020-2021 Annual Report and Comments

The Town submitted its annual stormwater report for the 2020-2021 reporting cycle in September 2021 via electronic submission to MDE. MDE has reviewed the report and determined that the report demonstrates compliance for the 2020-2021 reporting cycle. All questions and comments from the public regarding the annual stormwater report should be communicated to the Town Office (301-743-5511). The report is available for review through the Town office.

**D. Code Enforcement Report** – The Town issued 64 notices of violation for the month of May, 37 grass and weeds violations, 12 grass and weeds fines, 3 grass and weeds citations, 4 rubbish and garbage violations, 3 rental license violations, 3 property maintenance violations, 2 inoperative/untagged vehicle violations. The Town completed 17 rental inspections and cleared 32 violations for the month of May.

**E. Planning Commission Report** – The May Planning Commission meeting was canceled.

**F. Bureau of Fire Prevention** – No report

**G. Charles County Recreation** – No report

**H. Policing Report** – The June Community Dispatch Newsletter can be found on the Town's website. Anyone interested in obtaining information on crime that occurs in our area can go to [CityProtect.com](http://CityProtect.com)

**Briefings:** None

**Presentations/Recognitions:** None

**Resolutions:** Ordinance 06-01-22 was introduced for adoption. It is a Resolution appointing Pennie Drinkard as the non-resident representative of the business community on the Environment Sustainability Committee for a three-year term. Mayor Paulin made a motion to adopt Resolution 06-01-22. Councilwoman Grumbine seconds the motion. The Resolution is adopted by voice vote: 2-Ayes, 0-Nays.

**Ordinances:** None

**Petitions:** None

**Unfinished Business:** None

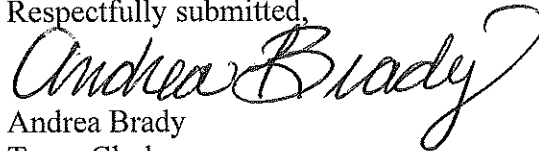
**New Business:** None

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

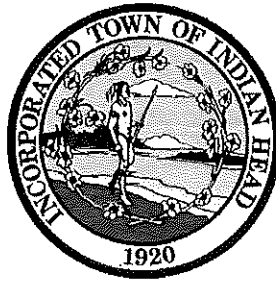
**Citizen's Comments:** None

With no further questions or comments, the meeting adjourned at 7:11pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Andrea Brady". The signature is written in a cursive, flowing style.

Andrea Brady  
Town Clerk



## Town of Indian Head, Maryland

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

***BUILDING PERMITS;***

<b><i>DATE</i></b>	<b><i>NAME</i></b>	<b><i>RESIDENTIAL</i></b>	<b><i>COMMERCIAL</i></b>	<b><i>OTHER</i></b>
May 22	NVR Inc, Ryan Homes 67-79 Caswell Drive	7 new townhome units in Anchor Point Subdivision		
May 22	NVR Inc, Ryan Homes 80-92 Caswell Drive	7 new townhome units in Anchor Point Subdivision		
May 22	Fence & Deck Connection Anchor Point Subdivision			16 Decks for new TH's in Anchor Point Sub.
4/18/22	Milagro Canales for: Jerry Jewell 54 Mattingly Avenue			Revision to RAL permit

***USE & OCCUPANCY PERMITS;***

May 22	NVR Inc, Ryan Homes Seldovia Drive	7 new townhome units in Anchor Point Subdivision		
May 22	NVR Inc. Ryan Homes Seldovia Drive			Decks for 4 new townhomes in Anchor Point Subdivision
4/28/22	Paul Tyson (issued 4/28/22- omitted from April report) 4695 Strauss Avenue			Shed
5/4/22	Brian Dotson 1011 Kenneth Court	SFD (reconstructed after fire)		

***RIGHT OF WAY PERMITS;***

May 22	Verizon Fios			21 permits for work to to be done in various ROW's throughout the Town
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***TEMPORARY USE & OCCUPANCY PERMITS;***

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

***DEMOLITION PERMITS;***

No Demolition permits were issued during the month of May.

***GRADING PERMITS;***

No Grading permits were issued during the month of May.

***SIGN PERMITS;***

No Sign permits were issued during the month of May.

***TEMPORARY SIGN PERMITS;***

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

FINANCE REPORT 5/1/22 to 5/31/22

CASH BALANCE MAY 1, 2022 \$547,543.76

REVENUES

General	167,227.78
Trash	93,131.09
Water & Sewer	313,443.49
Parks/Pavillion	26,150.00
Land	
Prior Year	

SUB-TOTAL 599,952.36

Bond Draw(s)	-
Money Market Interest	<u>46.86</u>

SUB-TOTAL 46.86

TOTAL REVENUES

599,999.22

EXPENDITURES

General	(95,733.03)
Trash	(32,937.54)
Sewer/Water	(85,683.57)
Parks/Pavillion	<u>(231,828.50)</u>

SUB-TOTAL (446,182.64)

OldLine & Blue/Paymentus Merchant Fee(s)	(146.95)
LGIP Transfer(s)	
Check Order	
Payroll	(38,936.42)
Wire Trans FICA, W/H Tax, Sales Tax	<u>(23,404.02)</u>

SUB-TOTAL (62,487.39)

TOTAL EXPENDITURES

(508,670.03)

CASH BALANCE AS OF MAY 31, 2022

\$638,872.95

OLD LINE INVESTMENT ACCOUNTS

PARK FUND	14,281.90
BOARDWALK	26,101.32
SEWER/WATER FUND	43,011.86
REFUSE FUND	109,995.60
HIGHWAY USER	<u>67,311.98</u>

TOTAL OLD LINE INVESTMENT ACCOUNTS \$ 260,702.66

SEWER BOND (AMERICAN FUNDS)	<u>101,696.73</u>
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TOTAL INVESTMENTS \$ 362,399.39