

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
Monday, July 1, 2024
GoToMeeting**

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

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 2

Minutes: June 3 Town meeting minutes, June 3 Constant Yield Tax Rate hearing minutes, and June 27 work session minutes. Vice Mayor Sitoula made a motion to approve the minutes as presented, Mayor Paulin 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 June was read. (See attached)
- B. Finance Report** – No report. Two reports will be read at the August meeting.
- C. Town Manager's Report** – Boardwalk parking update; a professional services agreement has been signed with ARRO for engineering services as it relates to the development of 24 additional parking spaces in Riverwatch. USACOE (United States Army Corps of Engineers) wetlands reporting due in July per the permit requirements. East Poplar Stormwater update: per the engineer we should wait to start in the summer, so we have drier weather. All materials have been delivered and public works is ready to go. The Town plans to start work this month. Wastewater permit application update; conducted a virtual site meeting with MDE (Maryland Department of the Environment). A draft permit will be issued. Coordinated sampling for dissolved organic carbon, temperature, and PH. Continued dialogue with MDE regarding sludge hauling permit. Still need to coordinate sampling and investigate sources of I & I (Inflow & Infiltration). The Town developed an I&I inspection RFP for televising and/or smoke testing. Water allocation permit update: the Town is waiting for AC Schultes to install the new well. The Town is applying for additional Boardwalk funding as it relates to the Henderson property. The Old PNC Bank is the future home of the Boys and Girls Club, nothing new to report at this time. The Town has developed an RFP for repairs to the Mattawoman Dock and will bid the project.

MS4 inspections update; the Town performed outfall inspections last month. Letters were sent to property owners, and we are in the process of addressing questions from violators. Paving repairs took place last month on various streets within Town. Additional striping to take place this month.

D. Code Enforcement Report – The Town issued 40 notices of violation for the month of June 2024. 18 grass and weeds violations, 4 rubbish and garbage violations, 2 zoning/permit violations, 1 rental license violation, 4 property maintenance violations, 4 nuisance/noise violations, and 7 inoperative/untagged vehicle violations. The Town completed 14 rental inspections for the month of June and cleared 15 violations.

E. Planning Commission Report – The Planning Commission approved the proposed additional at the Moose Lodge and reviewed a proposed color change for Eazy Nails. Town Manager Hicks stated that we are working with the property owner to address the half-painted building.

F. Bureau of Fire Prevention – No report.

G. Charles County Recreation – No report.

Briefings: None

Presentations/Recognitions: None

Resolutions: None

Ordinances: Ordinance 07-01-24 was introduced. It is an Ordinance concerning waiver of commercial building permit fees. The Ordinance will be on the August 5th Town meeting agenda for adoption. The draft Ordinance is available on the Town's website for anyone who would like to review it, it is the same ordinance that was adopted in the past when the incentive was originally started.

Petitions: None

Unfinished Business: None

New Business: None

Miscellaneous: Mayor Paulin read the upcoming events and meetings for July. The Department of Public Works is replacing the 2nd HVAC unit at the Potomac branch library. The installation requires the library to be closed to the public July 15-20. If anyone in the community has any questions, please feel free to contact me, 301-375-7375 ext. 316 or via email dwalker@ccplonline.org.

Mayor Paulin encouraged everyone to come out on the 4th of July for the annual celebration. The event will start with the patriotic kick-off at 3:30pm and Captain Duba from the base will be

joining us for the opening of the event. Mayor Paulin gave kudos to staff and the work they have put into the event.

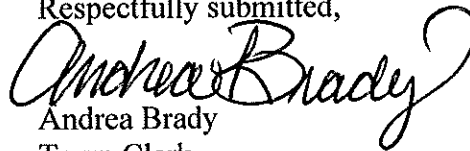
Mayor Paulin also shared that Council approved a change to the Camera Rebate Program, to remove the previous date requirement as long as applicants meet all other requirements. Mayor Paulin thanked Mrs. Posey for her suggestion to make the change.

Citizen's Comments: Rene Posey, East Poplar Lane – Asked for information on when Oasis will open. Mayor Paulin the target is to open in mid-September. He recently took a tour of the facility and he said it looks awesome and he spoke about the mural that was painted on the fence.

Heather Eanes, Raymond Avenue – Inquired about summer activities for children, and suggested the Town do movie nights again or consider concert nights similar to La Plata.

With no further questions or comments, Mayor Paulin adjourned the meeting at 7:17pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrea Brady". The signature is written in black ink and is positioned to the right of the typed name.

Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: June 2024

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
06/28/24	McGee Fence for: 7 Meadowside Court			Fence

USE & OCCUPANCY PERMITS;

6/17/24	Courtney May 50 Caswell Drive			Deck
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TEMPORARY USE & OCCUPANCY PERMITS;

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

RIGHT OF WAY PERMITS;

6/21/24 Comcast Cable for work in the area of Davis Subdivision

DEMOLITION PERMITS;

No Demolition permits were issued during the month of June.

GRADING PERMITS;

No Grading Permits were issued during the month of June.

SIGN PERMITS;

No Sign permits were issued during the month of June.

TEMPORARY SIGN PERMITS;

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