

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, JULY 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
Ginger Foster, Finance Director
Karen Williams, Community Affairs

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 15

Minutes: June 5th Town meeting minutes, June 15th public hearing minutes, June 21st special meeting minutes and June 21st 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 June 2017 was read (attached).
- B. **Finance Report** – The finance report for June 2017 was read (attached).
- C. **Town Manager's Report** – Town Manager Hicks gave an update on the Boardwalk project. There is no change in status at this point. The letter for the change in funding is still being reviewed by senior management at SHA. Once a final decision is made, SHA will contact the Town. The Town will be taking over the DHCD grant as it relates to the properties outside of the base gate. There is a meeting scheduled for this week in regards to online bill pay. The Town hopes to have online bill pay up and running this month. Paving repairs and striping took place over Town last month.
- D. **Code Enforcement Report** – The Town issued 50 notices of violation during the month of June 2017. 9 property maintenance violations, 1 premises identification violation, 9 vehicle violations, 4 rubbish & garbage violations, 2 rental license violations and 25 grass and weed violations. The Town performed 12 rental inspections for the month of June 2017.
- E. **Planning Commission Report** – The Planning Commission discussed the introduction of the Comprehensive Plan.
- F. **Parks and Recreation Report** – No report.
- G. **Environmental Sustainability Report** – No report.

F. Bureau of Fire Prevention – No report.

G. Community Affairs – Karen Williams reported that the Town held Astronomy Night on Saturday July 1st. It was a great opportunity to gaze at the universe. The next Astronomy Night will be held on Saturday, September 9th. This is a free community event and fun for all ages. The Annual July 4th Celebration will be held tomorrow with the kickoff at 3:30pm.

H. Charles County Recreation – No report.

I. Policing Report – Officer Elliot reported that residents are still not locking their car doors, so vehicles are still being entered and valuables are being stolen. Officer Elliot asked everyone to lock their doors and remove their valuables from their cars. Officer Elliot encouraged everyone to get to the Village Green early for the July 4th celebration. The fireworks are the best in the County. There will be an increase in traffic and parking will be difficult. Officer Elliot reminded everyone to stay hydrated in the heat.

Briefings: None

Presentations/Recognitions: None

Resolutions: None

Ordinances: Ordinance 06-01-17, an Ordinance concerning Environmentally Sustainable Procurement for the purpose of providing for consideration of matters of environmental sustainability in certain procurements for the Town of Indian Head; and matters generally related to an environmental sustainability procurement policy for the Town of Indian Head. The Ordinance was presented at the June 5th Town meeting. Councilman Smith made a motion to adopt Ordinance 06-01-17. Vice Mayor Sitoula seconds the motion. The ordinance was adopted by voice vote: 3-Ayes, 0-Nays and will become effective on July 24, 2017.

Petitions: None

Unfinished Business: None

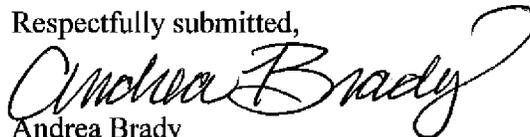
New Business: None

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

Citizen's Comments: None

With no further questions or comments, the meeting adjourned at 7:44 pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

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

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
6/01/17	O'Hennon Builders for: Charles McCracken 4660 Strauss Avenue			Fence
6/14/17	Christopher Houchin 20 Mattawoman Court			Interior - Preliminary inspection only
6/19/17	Alicia Brooks 2 Dove Tree Court			Fence
6/26/17	Lindsay & Tacfarinas Aouine 2 Maple Street			Fence

USE & OCCUPANCY PERMIT;

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

TEMPORARY USE & OCCUPANCY PERMIT;

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

DEMOLITION PERMITS;

No Demolition permits were issued during the month of June.

GRADING PERMITS;

6/15/17	Susan A Wathen 6 Ridge Drive			Repave existing Driveway
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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.

FINANCE REPORT 6/1/17 to 6/30/17

CASH BALANCE JUNE 1, 2017		\$525,389.83
REVENUES		
General	194,703.05	
Trash	10,244.85	
Water & Sewer	18,189.88	
Parks/Pavillion	4,254.00	
Land	-	
SUB-TOTAL		227,391.78
LGIP Transfer(s)		
Money Market Interest	25.22	
TOTAL REVENUES		25.22 <u>227,417.00</u>
EXPENDITURES		
General	(128,397.10)	
Trash	(24,096.92)	
Sewer/Water	(76,951.38)	
Parks/Pavillion	(29,295.50)	
SUB-TOTAL		(258,740.90)
PNC, OldLine & Blue Merchant Fee(s)	(1,452.44)	
Credit Card Machine	-	
LGIP Transfer(s)		
Check Order	-	
Payroll	(47,630.55)	
Wire Trans FICA, W/H Tax, Sales Tax	(20,850.52)	
SUB-TOTAL		(69,933.51)
TOTAL EXPENDITURES		<u>(328,674.41)</u>
CASH BALANCE AS OF JUNE 30, 2017		<u>\$424,132.42</u>

OLD LINE INVESTMENT ACCOUNTS	
PARK FUND	202,192.64
BOARDWALK	527,063.75
SEWER/WATER FUND	71,287.60
REFUSE FUND	120,714.66
TOTAL OLD LINE INVESTMENT ACCOUNTS	\$ 921,258.65
SEWER BOND (AMERICAN FUNDS)	107,072.17
TOTAL INVESTMENTS	<u>\$ 1,028,330.82</u>