

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
TUESDAY, JULY 6, 2021
GoToMeeting**

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

Roll Call

Brandon Paulin, Mayor
Ron Sitoula, Vice Mayor
Randy Albright, Councilman

Attended By

Ryan Hicks, Town Manager
Andrea Brady, Town Clerk
Ginger Foster, Finance Officer

**NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE VIA GOTOMETTING
SITE: 7**

Minutes: June 7th Town meeting minutes, June 7th constant yield tax rate hearing, June 7th critical area map hearing and June 23rd work session minutes. Vice Mayor Sitoula made a motion to approve the minutes as presented, Councilman Albright 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** – The finance report for June was read. (See attached)
- C. Town Manager's Report** – The Boardwalk project is 72% complete. SE Davis will continue to install stringers followed by the decking crew installing the decking boards in accordance with construction sequence. Currently, SE Davis has 1,100 linear feet of stringers installed. Nature Bridges has continued to deck the nature portion of the walk with approximately 900 linear feet constructed to date and is currently working their way towards the stream crossing. Once the decking is completed, Nature Bridges will install the railing and railing components. Nature Bridges has already completed the final bracing for the constructed piles and decking. Nature Bridges estimates that decking will now be completed by early July. The Town received approval from SHA on the MOT plan for the restrooms on the Village Green project. The next step is to hold a final review meeting. The Town finished the application for renewal of the Sustainable Communities designation which expired in May 2021. There is no update on the renewal at that time, but Town Manager Hicks does not anticipate any issues. The Town is still seeking members for the Environmental Sustainability Committee. The Planning Commission will hold two public hearings on July 21st via GoToMeeting. The first will be for the Comprehensive Plan starting at 5:30pm. The

2nd hearing will be on the revised Zoning Ordinance. The Town Hall is currently open to the public. Masks are required for entry. The Town provided MS4 training to employees, and we are reviewing BMP projects.

- D. Code Enforcement Report** – The Town issued 18 notices of violation for the month of June. 6 grass and weeds violations, 3 grass and weeds fines, 1 zoning/permit violation, 1 zoning/permit fine, 1 rental license fine, 1 property maintenance violation, 2 inoperative/untagged vehicle violations, 2 inoperative/untagged vehicle fines and 1 inoperative/untagged vehicle citation. The Town completed 18 rental inspections and cleared 22 violations for the month of June.
- E. Planning Commission Report** – The June Planning Commission meeting was canceled.
- F. Bureau of Fire Prevention** – No report
- G. Community Affairs** – No report
- H. Charles County Recreation** – No report
- I. Policing Report** – Cpl. Alpert the new Community Policing Officer discussed recent quality of life issues including loitering, alcohol violations, destruction of property. There were arrests made on scene of a recent robbery. There were a couple of incidents involving a particular individual, James Anthony Reef Jr. a homeless man, that was believed to be stealing from the Dollar General. The theft was confirmed via video surveillance. This individual has never been arrested by the Sheriff's department, and they are requesting information on his whereabouts. Ms. Brown & Ms. Nathan, residents of Potomac Mews townhouses spoke about ongoing issues within their neighborhood including, children playing in the streets, trash, and noise issues. Cpl. Alpert discussed their issues/concerns with them and spoke about ways he could work to help those issues be addressed including contacting the patrol supervisor to step up the police presence in the neighborhood. Town Manager Hicks will be speaking with Ms. Brown and Ms. Nathan further on the issues to start the unruly home process through Code Enforcement and he will speak with the HOA. Ms. Brown asked about the HOA's legal authority to address the issues and cite fines. Town Manager Hicks stated that the HOA should be able to enforce all covenants.

Briefings: None

Presentations/Recognitions: None

Resolutions: None

Ordinances: Ordinance 07-01-21 was read for introduction. It is an Ordinance concerning Town holiday – Juneteenth, for the purpose of adding Juneteenth as a paid holiday observed by the Town of Indian Head. The Ordinance will be on the August agenda for adoption.

Petitions: None

Unfinished Business: None

New Business: None

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

The Council has not decided on when to start in person meetings, but they will be discussing this at the next work session.

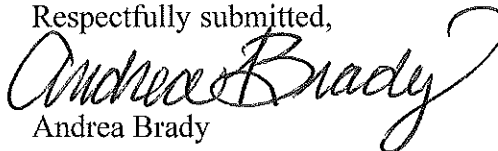
Mayor Paulin and Town Manager Hicks gave an update on the Family Enrichment Center project. The Bond Bill paperwork for the Family Enrichment Center was completed today, the building will have to be made larger to house the Family Enrichment Center. The Town received \$200,000 from the State through the Bond Bill process to help move forward on the Center. Hopefully, this will also help address issues with the youth in local neighborhoods by providing them with programs to take part in.

Citizen's Comments: Pennie Drinkard – Ms. Drinkard came to Town for the 4th of July celebration, and it was spectacular. Ms. Drinkard let everyone know that AVSI has teamed with the MAC and the Town of Indian Head, and they are sponsoring their 4th annual crab feast fundraiser for Alzheimer's. They are donating the proceeds to the Senior Center and the Crescent Ridge Adult Day Center. The event will be held August 14th between 1pm and 5pm. It is all you can eat and drink. Tickets are being sold at 4165 Indian Head Highway, next-door to the nail salon. You can also sponsor a local marine. Ms. Drinkard looks forward to seeing everyone on August 14th at the Pavilion. Mayor Paulin encouraged everyone to attend and to sponsor a marine if they can.

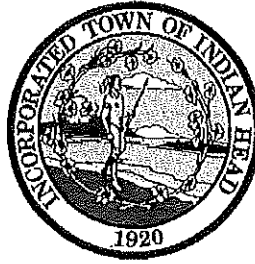
With no further questions or comments, the meeting adjourned at 7:45pm.

Mayor Paulin made a motion to move into closed session per §3-305(b)(1). Vice Mayor Sitoula seconds the motion. Motion carried. The Council moved into closed session at 7:46pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: June 2021

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
06/01/21	Kiran Sitoula 8 River Watch Lane			Finish Basement
6/03/21	NVR Inc, Ryan Homes Seldovia Drive	19 new townhome units in Anchor Point Subdivision		
06/23/21	Sunrun Solar, for: Calvin Ruffin 12 Beth Court			Solar Panels
6/25/21	Turnout Holdings 408 Bland Drive			Renovations to existing SFD

USE & OCCUPANCY PERMITS;

6/15/21	NVR Inc, Ryan Homes Seldovia Drive	5 new townhome units in Anchor Point Subdivision		
6/15/21	Energetics Technology Center 4455 Indian Head Highway		Office Space	
6/28/21	NVR Inc, Ryan Homes Seldovia Drive			Decks for 10 new Townhomes in Anchor Point

TEMPORARY USE & OCCUPANCY PERMITS;

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

DEMOLITION PERMITS;

No Demolition permits were issued during the month of June.

GRADING PERMITS;

6/15/21	JJB DC, Inc for: Comcast Jennifer Drive			Underground construction 200' in the area of 112 Jennifer
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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 6/1/21 to 6/30/21

CASH BALANCE JUNE 1, 2021 \$292,739.57

REVENUES

General	176,651.60	
Trash	4,042.12	
Water & Sewer	206,013.14	
Parks/Pavillion	792,968.52	
Land		
Prior Year		
SUB-TOTAL		1,179,675.38

LGIP Transfer(s)	-	
Bond Draw(s)	-	
Money Market Interest	2.05	
SUB-TOTAL		2.05

TOTAL REVENUES 1,179,677.43

EXPENDITURES

General	(86,103.41)	
Trash	(45,804.90)	
Sewer/Water	(96,750.40)	
Parks/Pavillion	(906,735.87)	
SUB-TOTAL		(1,135,394.58)

OldLine & Blue/Paymentus Merchant Fee(s)	(1,701.07)	
LGIP Transfer(s)		
Check Order		
Payroll	(42,178.18)	
Wire Trans FICA, W/H Tax, Sales Tax	(21,535.35)	
SUB-TOTAL		(65,414.60)

TOTAL EXPENDITURES (1,200,809.18)

CASH BALANCE AS OF JUNE 30, 2021 \$271,607.82

OLD LINE INVESTMENT ACCOUNTS

PARK FUND	14,266.87
BOARDWALK	26,073.77
SEWER/WATER FUND	42,966.65
REFUSE FUND	127,147.24
HIGHWAY USER	67,240.79
100 YEAR CELEBRATION	27,897.78
TOTAL OLD LINE INVESTMENT ACCOUNTS	<u>\$ 305,593.10</u>

SEWER BOND (AMERICAN FUNDS)	100,000.00
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TOTAL INVESTMENTS \$ 405,593.10