

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
Monday, August 7, 2023
GoToMeeting**

Vice Mayor Sitoula called the meeting to order at 7:02pm.

Roll Call

Ron Sitoula, Vice Mayor
Cassandra Grumbine, Councilwoman

Attended By

Andrea Brady, Town Clerk
Ginger Foster, Finance Officer

Mayor Paulin and Town Manager Hicks were excused from the meeting.

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 2

Minutes: July 5 Town meeting minutes and July 26 work session minutes. Councilwoman Grumbine made a motion to approve the minutes as presented, Vice Mayor Sitoula 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 June and July were read.
- B. Finance Report** – The finance report for July 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 July, 13 grass and weeds violations, 3 grass and weeds fines, 1 grass and weeds citation, 17 rubbish and garbage violations, 10 rubbish and garbage fines, 6 rubbish and garbage citations, 1 property maintenance violation, 2 property maintenance citations and 1 inoperative/untagged vehicle violation. The Town completed 6 rental inspections for the month of July and cleared 30 violations.
- E. Planning Commission Report** – The July 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: None

Resolutions: Resolution 08-01-23 was introduced for adoption. It is a Resolution concerning Home Security Rebate Program for the purpose of establishing a home security rebate program for the Town of Indian Head. The program will provide financial incentive to Town residents to install security cameras in their homes. The financial incentive is a rebate of up to \$75 towards the cost of acquisition and install of a home security camera installed on or after the date of this Resolution. To be eligible for a rebate, a resident must provide such information and documentation as may be prescribed by the Town Manager and must agree to provide the Charles County Sheriff’s Department with access to any images of criminal or other incidents of interest captured. The necessary form will be available on the Town’s website starting tomorrow. Councilwoman Grumbine made a motion to adopt Resolution 08-01-23. Vice Mayor Sitoula seconds the motion. The Resolution was adopted by voice vote: 2-Ayes, 0-Nays.

Ordinances: None

Petitions: None

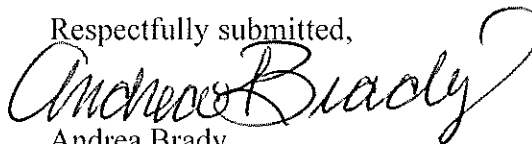
Unfinished Business: None

New Business: None

Miscellaneous: Councilwoman Grumbine read the upcoming events and meetings for August.

Citizen’s Comments: Rick Posey –East Poplar Lane: Mr. Posey asked if anyone has heard about Royal Farms coming to Indian Head. Vice Mayor Sitoula has also heard the rumor, but he has not seen any plans or applications come into the Town. Vice Mayor Sitoula spoke about the Dash In redesign.

With no further questions or comments, the meeting adjourned at 7:14pm.

Respectfully submitted,

Andrea Brady
Town Clerk



Town of Indian Head, Maryland

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

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
June	Fence & Deck Connection 5 decks in Anchor Point Subdivision 280 Dr Andrews Way 284 Dr Andrews Way 286 Dr Andrews Way 288 Dr Andrews Way 290 Dr Andrews Way			Decks
6/22/23	Muscle House & Fitness 4340 Indian Head Highway			Sign
6/29/23	Prince William Home Improvement 27 Lookout Drive			Deck

USE & OCCUPANCY PERMITS;

June	NVR Inc, Ryan Homes	5 new townhome units in Anchor Point Subdivision		
6/22/23	Thomas Simms 4340 Indian Head Highway	T/A: Muscle House & Fitness Gym		
6/26/23	The Bethel Commandment Church of the Living God 19 Mattingly Avenue			Church

RIGHT OF WAY PERMITS;

No Right of Way work permits were issued during the month of June.

DEMOLITION PERMITS;

No Demolition permits were issued during the month of June.

GRADING PERMITS;

6/23/23 CMI Contractors for: RXBSA Properties
4145 Indian Head Highway

SIGN PERMITS;

6/22/23 Thomas Simms
4340 Indian Head Highway

T/A: Muscle House & Fitness

TEMPORARY SIGN PERMITS;

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



Town of Indian Head, Maryland

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

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
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7/19/23	James Thompson, Jr 5 Thompson Lane			Fence
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7/26/23	JES Construction, for: Rebecca Lopez 4465 Strauss Avenue (A request for cancellation of this permit received 8/3/23)			Water management system- sump pumps
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USE & OCCUPANCY PERMITS;

July	NVR Inc, Ryan Homes	8 new townhome units in Anchor Point Subdivision		
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July	Fence & Deck Connection Anchor Point Subdivision			7 Decks
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RIGHT OF WAY PERMITS;

July	Washington Gas Rivers Edge Terrace			Previous permit expired, requested extension. Permit reissued for 2023
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DEMOLITION PERMITS;

No Demolition permits were issued during the month of July.

GRADING PERMITS;

No Grading Permits were issued during the month of July.

SIGN PERMITS;

No Sign permits were issued during the month of July.

TEMPORARY SIGN PERMITS;

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

FINANCE REPORT 7/1/23 to 7/31/23

CASH BALANCE JULY 1, 2023 \$2,202,483.51

REVENUES

General	29,860.46
Trash	39,362.25
Water & Sewer	58,350.69
Parks/Pavillion	78,579.91
Land	
Prior Year	

SUB-TOTAL 206,153.31

Bond Draw(s)	-
Money Market Interest	2.12

SUB-TOTAL 2.12

TOTAL REVENUES 206,155.43

EXPENDITURES

General	(168,089.87)
Trash	(16,751.39)
Sewer/Water	(363,689.37)
Parks/Pavillion	(45,970.66)

SUB-TOTAL (594,501.29)

OldLine & Blue/Paymentus Merchant Fee(s)	(449.10)
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LGIP Transfer(s)

Check Order

Payroll	(46,939.66)
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Wire Trans FICA, W/H Tax, Sales Tax	(28,391.54)
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SUB-TOTAL (75,780.30)

TOTAL EXPENDITURES (670,281.59)

CASH BALANCE AS OF JULY 31, 2023 \$1,738,357.35

OLD LINE INVESTMENT ACCOUNTS

PARK FUND	14,878.43
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BOARDWALK	27,191.65
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SEWER/WATER FUND	44,808.59
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REFUSE FUND	114,590.87
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HIGHWAY USER	70,124.02
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TOTAL OLD LINE INVESTMENT ACCOUNTS \$ 271,593.56

SEWER BOND (AMERICAN FUNDS)	96,233.47
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TOTAL INVESTMENTS \$ 367,827.03