

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
TUESDAY, SEPTEMBER 6, 2016
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
Andrea Brady, Town Clerk
Ginger Foster, Finance Director

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 26

Minutes: August 1st Town meeting minutes and August 24th work session minutes. Vice Mayor Sitoula made a motion to approve the minutes as presented; Councilman Smith 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 August 2016 was read (attached).
- B. **Finance Report** – The finance report for August 2016 was read (attached).
- C. **Town Manager's Report** – Please have your trash curbside by 7:30am on the day of your scheduled pick up. New members are needed to for the Board of Zoning Appeals, Planning Commission, Ethics Commission, Parks & Recreation Commission and the Environmental Sustainability Committee. Please contact the Town Hall if you would like a new 95 gallon toter for recycling delivered to your home or place of business. Broadband construction to begin in two weeks. TAP Grant, Village Green restrooms construction to begin at the end of this month. The Town has received its designation at a Sustainable Community and has begun applying for grants. The Urban Land Institute study will take place on September 20th and 21st. Work began last month to remove the construction debris from the demolition site near the Base gates. The company who handled demolition has applied for a grant to assist with removal of the debris and with lot repair. Crosswalk repairs along 210 are complete. The Town hopes to have online bill pay up and running by the next billing cycle. Town Street will become Moose Lodge Way this month. Washington Gas will be holding a meeting at the Village Green Pavilion on October 1st from 10am to 2pm to discuss converting to natural gas in your home or business. Upcoming Public Works projects include repairs to the lift station on Dogwood, well work at well 4, repairs to the pier at Mattingly Park and installation of the water and sewer line for the restrooms on the Village Green.

- D. Code Enforcement Report** – The Town issued 90 violations during the month of August 2016. There were 2 property maintenance violations, 16 trash and debris violations, 4 vehicle violations, 2 swimming pool/swimming pool enclosure violations, 56 grass & weeds violations, 3 rental violations, 4 premises identification violations, 2 infestation violations, and 1 sidewalks and driveways violation. There were 10 rental inspections performed during the month of August 2016.
- E. Planning Commission Report** – The Planning Commission approved the concept plan for parcel 609 (CIRI Property) and they discussed the annual report, comprehensive plan and subdivision regulations.
- F. Parks and Recreation Report** – Councilman Smith reported that the Big Day of Play was a fun time and thanked everyone who was involved and everyone who attended. The P&R Commission is tentatively planning a 5k on October 29th but the event will depend on how many people register.
- G. Environmental Sustainability Report** – Councilman Smith reported that the ESC planted plants/vegetation at Slavins Dock and they are working with Public Works on the Senior Center planting boxes. Vice Mayor Sitoula mentioned the need for Councilman Smith to contact a representative at MML about ESC meeting requirements.
- F. Bureau of Fire Prevention** – Deputy Chief Wayne Higdon reported that the IHVFD responded to 22 fire responses, 7 first due, 15 mutual aid, 40 emergency medical responses and completed 150 hours of training for the month of August. Fire Prevention Week is coming up and the IHVFD will be holding their Open House on October 15th and everyone is encouraged to attend. Smoke alarms will be available at the Open House. The new smoke alarms are good for 10 years but it is still recommended that you test them. Vice Mayor Sitoula mentioned a resident interested in receiving a smoke alarm, but he did not have any contact information for the resident. Deputy Chief Higdon said if Vice Mayor Sitoula can give him the address for the resident he will look into it and since the IHVFD is strictly volunteer there isn't always someone there to answer calls but residents can contact Karen Williams if they are interested in receiving a smoke alarm.
- G. Community Affairs** – No report.
- H. Charles County Recreation** – No report.
- I. Policing Report** – Officer Elliot reported that August was a busy month for the Sheriff's Department. Residents are continuing to not lock their car doors and the vehicles are being entered and valuables are being taken. Officer Elliot reminded everyone to lock their doors and if they see something say something. If a resident sees someone around their neighbor's home that is not their neighbor they should always report it so the Sheriff's Department has the opportunity to look into the situation. With school starting again a lot of idle hands are now busy. The Charles County Fair will be held later this month, and Officer Elliot encouraged everyone to attend. Following Officer Elliot's report the Council presented him with Gurkha knife

from Nepal in appreciation of his service to the Town. Vice Mayor Sitoula gave a brief history on the knife. A resident requested further information on the rash of people breaking into cars, if there had been any arrests or if there were any specific people residents should lookout for. Officer Elliot said the Sheriff's Department has some suspects, good leads and they have made some positive contacts. The investigation is ongoing therefore Officer Elliot was unable to release too many details.

Briefings: Birgit Locklear, Clinical Supervisor at the Charles County Health Department Division of Behavioral Health and Mental Health Services gave an overview on the services offered by the Behavioral Health Division of the Healthy Department and spoke about the need to combat the stigma associated with mental health services and the importance of staying healthy and managing stress. The Behavioral/Mental Health Services Division is open Monday through Friday 8am to 8pm and on the weekends until 5pm. They offer individual, group and family therapy, anger management, mental health first aid courses, medication management services, counseling services and psychiatric evaluations. Ms. Locklear said they are always looking for interns as well as doctors. They strictly practice evidence based practice methods and they are strictly fee for service. Upcoming events include the Out of the Darkness Walk on September 10th at the Village Green Pavilion and the Recovery Walk on September 24th at the Health Department.

Presentations/Recognitions: None

Resolutions: None

Ordinances: None

Petitions: None

Unfinished Business: None

New Business: None

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

Citizen's Comments: Barry Picket offered ideas for a grocery store, bank, and restaurants he would like to see in Town. Mr. Picket suggested a Harris Teeter for a grocery store and stated that his father spoke with a manager who said they were open for expansion. Mayor Paulin requested contact information for the manager Mr. Picket's father spoke with. Mr. Picket also suggested that Silver Diner and Boston Market are open for expansion and would be good to have in Town. Mr. Picket suggested that the Industrial Bank of Washington would be ideal for the PNC building or Navy Federal Credit Union. Town Manager Hicks stated that the Town has spoken with NFCU in the past when Bank of America was closing and recently spoke with them again when they received the news about PNC. Mayor Paulin also listed several banks he has spoken with and that he has also been in discussions with PNC to try to convince them not to close. Mr. Picket also requested to have a Red Box in Town. Mayor Paulin plans to speak with local businesses to find out the requirements to have one.

Kritika Oli, member of the Mayor's Youth Advisory Team started by thanking the MYAT for helping younger citizens express how they feel and how they can further help improve the Town. During the last MYAT meeting they discussed the lack of water fountains near the fields and the lack of sanitizers in the portable bathrooms. Miss Oli stated that she feels these are reasonable requests that can quickly be implemented so that their sports activities in Charlie Wright Park functions more smoothly. Miss Oli asked to have a copy of her memo entered for the record (see attached) and gave her request to Town Manager Hicks.

Jim Hudnall from the Oxon Hill Bicycle Club thanked the Town for the use of their facility and use of the Green for their picnic for the Annual Century Bicycle Ride that was held on September 5th. The event had almost 1,000 cyclists. Mr. Hudnall also thanked Councilman Smith for his assistance with parking and he presented Mayor Paulin and Councilman Smith with t-shirts. Mr. Hudnall also presented the Council with a monetary donation for the Town.

A resident stated that she sees a lot of vacant buildings in the area and was wondering if they become successful businesses if the Town can get services like food banks and other valuable resources for citizens. Mayor Paulin stated that growth will help get things like that to happen. Expanding the tax base helps the Town provide more services. Mayor Paulin encouraged the resident to come to the next Mayor's Youth Advisory Team meeting to discuss her thoughts and ideas.

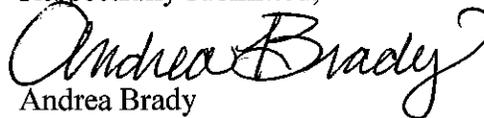
Councilman Smith took a moment to clarify that the Town does not own the empty buildings in Town. The Council is working with the private owners as did the previous Council in hopes of getting businesses into the vacant properties and he thanked the resident for her enthusiasm.

Timothy Harris, local Boy Scout troop member said they are in the process of trying to start a Cub Scouts program started and they will need adult participation to do so. He asked that anyone interested speak with him for more details.

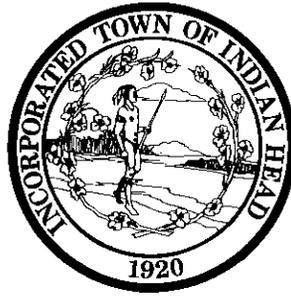
Dominique Daws lives near Grinder's Seafood and has been having issues with the level of noise coming from the rental properties behind the business. She has spoken with police and property owners but the noise still continues to be an issue. Town Manager Hicks asked that she speak with Officer Elliot following the conclusion of the meeting.

With no further questions or comments, the meeting adjourned at 8:21pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: August 2016

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
8/3/16	Solar City for: Kiani Eglad 13 Sixth Street			Solar Panels
8/4/16	JES Construction for: Kevin Warring 824 Indian Head Avenue			Encapsulate Crawl Space
8/17/16	Charles Landing Apartments 206 Blair Road			Replace two Patio Decks (Balconies)

USE & OCCUPANCY PERMIT;

8/12/16	William & Stephanie Blaney 21 Woodland Drive			Above ground pool
8/12/16	Annibal Rodriguez 37 Poplar Lane			Solar Panels
8/12/16	Solar Gaines for: Randy & Cynthia Albright 5 River Watch Lane			Solar Panels

TEMPORARY USE & OCCUPANCY PERMIT;

No Temporary U & O Certificates were issued during the month of August.

DEMOLITION PERMITS;

No Demolition permits were issued during the month of August.

GRADING PERMITS;

No Grading permits were issued during the month of August.

SIGN PERMITS;

No Sign permits were issued during the month of August.

TEMPORARY SIGN PERMITS;

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

FINANCE REPORT 8/1/16 to 8/31/16

CASH BALANCE AUGUST 1, 2016 \$247,426.69

REVENUES	
General	117,173.65
Trash	98,055.82
Water & Sewer	215,926.50
Parks/Pavillion	1,275.00
Land	-
SUB-TOTAL	432,430.97
LGIP Transfer(s)	-
Money Market Interest	24.98

TOTAL REVENUES 24.98 432,455.95

EXPENDITURES	
General	(60,921.76)
Trash	(18,614.67)
Sewer/Water	(84,513.05)
Parks/Pavillion	(9,397.54)
SUB-TOTAL	(173,447.02)

PNC & Amer Exp Merchant Fee(s)	(531.41)
Credit Card Machine	(42.35)
LGIP Transfer(s)	-
Check Order	-
Payroll	(39,404.74)
Wire Trans FICA, W/H Tax, Sales Tax	(25,508.18)
SUB-TOTAL	(65,486.68)

TOTAL EXPENDITURES (238,933.70)

CASH BALANCE AS OF AUGUST 31, 2016 \$440,948.94

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	201,223.13
BOARDWALK	524,536.47
SEWER FUND	27,794.85
WATER FUND	43,150.96
REFUSE FUND	120,135.83
TOTAL LGIP ACCOUNTS	\$ 916,845.02
SEWER BOND (AMERICAN FUNDS)	109,860.59
PNC	10,193.58
TOTAL INVESTMENTS	\$ 1,036,899.19

Date: September 6, 2016

From: Kritika Oli

A member of the Mayor's Youth Advisory Team

8 Riverwatch Ln, Indian Head, MD 20640

Honorable Mayor and Members of the Council,

I would like to thank you for starting the Mayor's Youth Advisory Team. I feel that the Mayor's Youth Advisory Team really helps the younger citizens of Indian Head express how we feel and how we can further help improve Indian head. MYAT teaches leadership skills as well as how to help our town. During our last meeting, we talked about how we don't really have water fountains near our fields or sanitizers in the portable bathrooms. I know that these changes don't happen overnight but I believe they are very reasonable requests that can be quickly implemented so that our sports activities in the Charlie Wright Park functions more smoothly. I would like to have a copy of this memo entered for the record and would like to hand this request to our town manager Mr. Ryan Hicks.

Sincerely,

Kritika Oli

Kritika Oli