

**TOWN OF INDIAN HEAD  
TOWN MEETING MINUTES  
MONDAY, DECEMBER 2, 2019  
VILLAGE GREEN PAVILION**

Mayor Paulin called the meeting to order at 7:30pm.

**Roll Call**

Brandon Paulin, Mayor  
Curtis Smith, Councilman

**Attended By**

Ryan Hicks, Town Manager  
Ginger Foster, Finance Officer  
Karen Williams, Community Affairs

Vice Mayor Sitoula was excused from the meeting due to travel.

**NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 22**

**Minutes:** November 4<sup>th</sup> Town meeting minutes and November 20<sup>th</sup> work session minutes  
Councilman Smith made a motion to approve the minutes as presented; Mayor Paulin 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 November was read. (See attached)
- B. Finance Report** – The finance report for November was read. (See attached)
- C. Town Manager's Report** –No report.
- D. Code Enforcement Report** – The Town issued 28 violations, 11 fines and cleared 4 violations for the month of November. The Town also completed 10 rental inspections for the month of November.
- E. Planning Commission Report** – The November Planning Commission meeting was canceled.
- F. Parks and Recreation Report & Environmental Sustainability Report** – Councilman Smith spoke about free online courses offered through Google's Digital Garage and spoke about delivery best practices during this time of year to avoid porch pirates. Councilman Smith stated that the ESC 2020 schedule of events will be out in January.
- G. Bureau of Fire Prevention** – Assistant Chief Higdon reported that for the month of November the IHVFD had 33 fire responses and 30 emergency medical calls.

Assistant Chief Higdon also spoke about tree safety tips and chimney safety tips and carbon monoxide detectors.

**H. Community Affairs** – Karen Williams gave information on the upcoming December events, including, the Annual Tree Lighting, the Holiday Festival, the Memorial Ribbon Ceremony and Community Dinner and the Santa Run Through Town. Ms. Williams also reminded everyone to save the date for the Taste of Indian Head in May 2020.

**I. Charles County Recreation** – No report.

**J. Policing Report** – Corporal Curtis gave some holiday safety tips including waiting to put out your boxes until the day of trash pickup so you aren't advertising what new items are in the home, when you are out shopping hide valuables and packages in the car, be aware of your surroundings, try to always be in a lit area and make sure you always have your phone. Corporal Curtis answered resident questions in reference to recent events and parking issues.

**Briefings:** None

**Presentations/Recognitions:** None

**Resolutions:** None

**Ordinances:** None

**Petitions:** None

**Unfinished Business:** The Council discussed their proposed 2020 Town meeting time change and asked for resident input. Residents, Dennis Scheessele spoke against the proposed change. Mr. Scheessele suggested 7pm being the only option other than leaving the meeting time at the current 7:30pm. Mr. Bowie suggested the Council add more subject matter to draw citizens and guests to the meeting. Councilman Smith spoke about taking staff into consideration with the proposed change, as well as the importance of change to help promote better results, such as a higher turnout for attendance at the meetings. The Council also fielded questions on the monthly work session. The Council explained that the Council does have transparency through all meetings being open, the agenda being posted in advance, and the minutes being made available to the public. The Council will discuss the proposed change further at the December 18<sup>th</sup> work session.

**New Business:** Mayor Paulin gave an overview of the Council's proposed purchase of the Henderson property. Town Manager Hicks also explained that the goal is for the Town to have control over what goes on this property with water accessibility being key. Residents asked questions in reference to what partners are being sought in developing the property, where the access road for the property would be and the asking price for the purchase. The Town is looking into both private and non-profit partners, the access road would be the extension of Dogwood Street and the asking price is \$500,000.

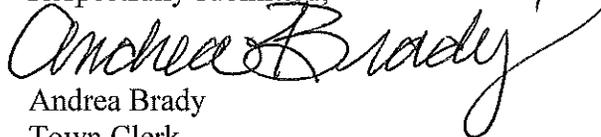
**Miscellaneous:** Mayor Paulin read the upcoming events and meetings for December.

**Citizen's Comments:** Barrett Travis – 68 Mattingly Avenue: Mr. Travis asked questions in reference to the proposed strip club at the old Mama Stella's location in Bryans Road, and what the Town Council is doing to spark economic development on the Western side and what they are doing to promote businesses to come to the Town. The Council explained that the type of business that was proposed for the old Mama Stella's location is prohibited in Town. The Council also spoke about the ULI Study that outlines potential directions the Town can take starting with the Velocity Center. The Council also spoke about previous discussions with the Charles County Economic Development Department as well as the County Commissioners, and the Council's existing partnerships with the proposed food co-op as well as the Charles County Community Development group.

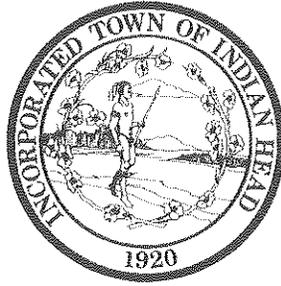
Warren Bowie – 9 Maple Street: Mr. Bowie spoke about a letter he wrote to Commissioner President Ruben Collins about the County turning over Charlie Wright Park to the Town. The Council explained that they are currently looking into maintenance costs and potential uses for the property would be a dog park or a skate park.

With no further questions or comments, the meeting adjourned at 8:42pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Andrea Brady". The signature is written in a cursive, flowing style with a large, sweeping flourish at the end.

Andrea Brady  
Town Clerk



*Town of Indian Head, Maryland*

BUILDING / USE & OCCUPANCY / SIGN PERMITS  
ISSUED DURING THE MONTH OF: November 2019

***BUILDING PERMITS;***

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
11/4/19	Restore-MD LLC 10 Helen Court			Re-construction of MFD (Duplex) after fire
11/4/19	CMI Contractors for 4445 I H Highway, LLC 4445 Indian Head Highway			Tenant Fit-out for College of Southern Maryland
11/13/19	Vivint Solar for: Phil & Brandy Thompson 10 Beth Court			Roof Mounted Solar Panels
11/13/19	Vivint Solar for: Byron & Jessica Davis 6 Beth Court			Roof Mounted Solar Panels
11/20/19	Rainbow Construction 5 Stuart Place	SFD		
11/26/19	Vivint Solar for: James Briscoe 103 Thompson Lane			Roof Mounted Solar Panels

***USE & OCCUPANCY PERMITS;***

11/1/19	Helen Boone 36 Mattingly Avenue			Powder Room
11/6/19	Kathryn Prather 82 Mattingly Avenue			Deck
11/14/19	4445 Indian Head Highway, LLC 4445 Indian Head Highway			Building Shell Only
11/20/19	Lashawndy Cobey 5 Pine Street			Deck

***TEMPORARY USE & OCCUPANCY PERMITS;***

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

***DEMOLITION PERMITS;***

No Demolition permits issued during the month of November.

***GRADING PERMITS;***

No Grading permits issued during the month of November.

***SIGN PERMITS;***

No Sign permits were issued during the month of November.

***TEMPORARY SIGN PERMITS;***

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

FINANCE REPORT 11/1/19 to 11/30/19

CASH BALANCE NOVEMBER 1, 2019 \$710,940.52

REVENUES

General	152,233.10
Trash	92,973.06
Water & Sewer	184,301.44
Perks/Pavillion	1,500.01
Land	

SUB-TOTAL 431,007.61

LGIP Transfer(s)

Grant(s)	
Money Market Interest	9.33

SUB-TOTAL 9.33

TOTAL REVENUES 431,016.94

EXPENDITURES

General	(396,203.14)
Trash	(16,545.81)
Sewer/Water	(56,954.54)
Perks/Pavillion	(10,567.92)

SUB-TOTAL (480,271.41)

OldLine & Blue/Payments Merchant Fee(s) -

LGIP Transfer(s)

Check Order	
Payroll	(52,768.25)

Wire Trans FICA, W/H Tax, Sales Tax	(24,368.90)
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SUB-TOTAL (77,137.15)

TOTAL EXPENDITURES (557,408.56)

CASH BALANCE AS OF NOVEMBER 30, 2019 \$584,548.90

OLD LINE INVESTMENT ACCOUNTS

PARK FUND	110,343.31
BOARDWALK	348,557.94
SEWER/WATER FUND	43,453.73
REFUSE FUND	126,046.25
HIGHWAY USER	10,327.24
100 YEAR CELEBRATION	27,656.35

TOTAL OLD LINE INVESTMENT ACCOUNTS \$ 666,384.82

SEWER BOND (AMERICAN FUNDS)	119,898.83
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TOTAL INVESTMENTS \$ 786,283.65