

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, APRIL 6, 2015
VILLAGE GREEN PAVILION**

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

Roll Call

Dennis J. Scheessele, Mayor
Edward Rice, Vice Mayor
Randy Albright, Councilman

Attended By

Ryan L. Hicks, Town Manager
Andrea Brady, Town Clerk
Ginger Foster, Finance Director
Karen Williams, Community Activities Director

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 36

Minutes: March 2 Town meeting minutes, and March 23 work session minutes. Councilman Albright made a motion to approve the minutes as presented; Vice Mayor Rice 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 March 2015 was read (attached). Four other candidate sign permits were applied for and are awaiting approval.
- B. Finance Report** – The finance report for March 2015 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 still needed for the BZA, Planning Commission and Ethics Commission. Work on the Connector Trail is almost complete. All that remains is the signage and crosswalks. The Connector Trail is open for use. Please contact the Town Hall if you would like a new 95 gallon toter for recycling delivered to your home or place of business. The brick paver repair from the gas line installation has been completed. Road repairs will hopefully begin this month. There is a pre-bid meeting for the Boardwalk project on May 6th at 10am at the Town Hall and bids will be due on May 28th. The Town is looking into online bill payment options. The FY16 budget public hearing will be held on Thursday April 9th at 7pm at the Village Green Pavilion. Renovations at the Black Box are well underway. Public Works has repaired a waterline along Mattingly Avenue. Newsletters are going digital. Residents will be able to access the newsletter on the Town's website or be added to an email list. If you do not have internet access you will be able to call the Town Hall to request a paper copy and one will be mailed to you. The Town had a court order to remove the home at 100 Bertha Circle. The home was demolished last month.

- D. Code Enforcement Report** – The Town issued 10 notices of violation during the month of March 2015, 1 trash and debris violations, 8 rental license violations, and 1 vehicle violation. The Town performed 2 rental inspections during the month of March 2015.
- E. Planning Commission Report** – The Planning commission reviewed TCMX requirements in the Zoning Ordinance.
- F. Bureau of Fire Prevention** – Chief Williams was unable to attend but asked Karen Williams to remind everyone to change their smoke and carbon monoxide detector batteries. Sunday April 12 at 11 am there will be countywide recruitment. Drive thru chicken dinners have resumed, the next one will be on May 4th. The ladies auxiliary will be holding a quarter auction on May 22nd.
- G. Community Affairs** – The annual spring party was a success with almost 600 people in attendance. The next Community Activities Committee meeting will be on Tuesday April 14 at 7pm. The County will be doing tree trimming along the Rail Trail from 225 to Arthur Ross Place from April 7 to April 9 from 7am to 5pm. The trail will remain open with temporary closures possible. The Lumber River Quartet will be at the Church of the Nazarene on April 12. The United Methodist Church is holding their annual fundraiser dinner on April 16. The Moose Lodge on Town Street will be holding a blood drive on April 23. The Town's Volunteer Appreciation Dinner will be held on April 23 at 7pm, invitations will be mailed out soon. The Moose Lodge will be holding a paintball turkey shoot for ages 9 and up on April 18 at 1pm. Taste of Indian Head will be held on May 2, and the I.H.B.A. will be launching Miss Indian Head and Little Miss Indian Head inside the Pavilion at this event. Election day is May 5 at the Pavilion from 8am to 8pm. The deadline for written request for absentee ballots by registered voters is April 28, and absentee ballots must be received by May 5 before the close of the polls at 8pm. The swearing inn ceremony will be held on May 12. Bike to Work and Wellness day will be held on May 15, and the Memorial Day Ceremony will be held on May 29. The Town's flea market will start on May 9.
- H. Charles County Recreation** – None
- I. Policing Report** – Officer Elliot reported that District III will be holding an open house on April 11 from 10am to 2pm and it is an excellent time to come out and see what the Sheriff's department does. The Town has recently had an increase in daytime burglaries in the area. The suspects are going in through the backdoor of the house. Officer Elliot encouraged those residents who are around in the daytime to be observant. The Sheriff's Department will be working on assignments to catch those responsible for these burglaries but they will need the community's help. Remember to report any suspicious activity.

Briefings: None

Presentations/Recognitions: Mayor Scheessele introduces the 2015 Candidates for the Town's Election. The candidates are Brandon Paulin, Edward Rice, Dennis Scheessele, Ron Sitoula, and Curtis Smith.

The Parkins Family was not present to accept their seal. Mayor and Council will either re-invite the family to attend at a later date or will take the seal to their place of business.

Resolutions: Resolution 04-01-15 a resolution appointing Anita Sampson of 108 Woodland Road a member and establishing her term of office to the Indian Head Planning Commission for a five year term. Mayor Scheessele made a motion to adopt Resolution 04-01-15. Councilman Albright seconds the motion. The motion carried by roll vote, Councilman Albright: yes, Vice Mayor Rice: yes, Mayor Scheessele: yes. Mayor Scheessele asked that Town Clerk Brady send Ms. Sampson a copy of the resolution.

Ordinances: None

Petitions: None

Unfinished Business: None

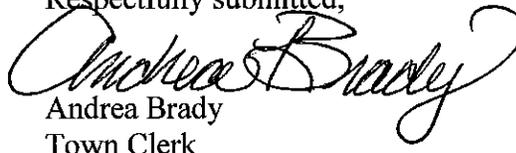
New Business: Town Manager Hicks gave a synopsis on the proposal received by Denison Landscaping. The Town solicited 3 bids, Grass Masters is no longer in business and Denison Landscaping was the only company to submit a proposal. Town Manager Hicks gave an overview of services that will be provided by Denison as part of the contract. The cost of services will be \$1068 a week, which is \$4,275 a month, and \$29,925 per year. Mayor Scheessele made a motion to award the Town's law maintenance contract to Denison Landscaping in the amount of \$29,925. Vice Mayor Rice seconds the motion. The motion carried by roll vote. Councilman Albright: yes, Vice Mayor Rice: yes, Mayor Scheessele, yes. The contract runs from April 1st to October 31st.

Miscellaneous: Mayor Scheessele read the upcoming April events and meetings.

Citizen's Comments: Councilman Albright asked if residents are able to have people vote for them in proxy. Mayor Scheessele explained that residents are required to either come to the polls or fill out their own absentee ballots, but someone else is able to drop off the absentee ballot for them if they are unable to do so themselves.

With no further questions or comments, the meeting adjourned at 8:09pm.

Respectfully submitted,



Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: March 2015

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
3/2//15	Vivint Solar, Inc. for: John & Deborah McCambridge 5 Davis Drive			Solar panels
3/18/15	Nikkia Newman 10 Park Square Court			Fence

USE & OCCUPANCY PERMIT;

No U & O Permits were issued during the month of March.

TEMPORARY USE & OCCUPANCY PERMIT;

No Temporary U & O Permits were issued during the month of March.

DEMOLITION PERMITS;

No Demolition permits were issued during the month of March.

GRADING PERMITS;

No Grading permits were issued during the month of March.

SIGN PERMITS;

No Sign Permits were issued during the month of March.

TEMPORARY SIGN PERMITS;

Candidate Campaign signs:

Kiran "Ron" Sitoula

FINANCE REPORT 3/1/15 to 3/31/15

CASH BALANCE MARCH 1, 2015 \$602,542.50

REVENUES	
General	40,432.66
Trash	13,515.66
Water & Sewer	34,052.18
Parks/Pavillion	2,400.00
Land	
SUB-TOTAL	90,400.50

LGIP Transfer(s)	-	
Money Market Interest	-	
Highway User Funds		
TOTAL REVENUES	-	90,400.50

EXPENDITURES	
General	(100,336.94)
Trash	(17,021.37)
Sewer/Water	(68,002.56)
Parks/Pavillion	(15,422.18)
SUB-TOTAL	(200,783.05)

PNC & Amer Exp Merchant Fee(s)	(334.04)	
Credit Card Machine	(72.55)	
LGIP Transfer(s)		
Check Order		
Payroll	(32,038.33)	
Wire Trans FICA, W/H Tax, Sales Tax	(22,969.71)	
SUB-TOTAL	(55,414.63)	

TOTAL EXPENDITURES (256,197.68)

CASH BALANCE AS OF MARCH 31, 2015 \$436,745.32

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	235,944.83
BOARDWALK	552,751.85
SEWER FUND	20,175.18
WATER FUND	40,916.63
REFUSE FUND	2.01
TOTAL LGIP ACCOUNTS	\$ 849,794.28
SEWER BOND (AMERICAN FUNDS)	143,671.33
PNC	8,649.57
TOTAL INVESTMENTS	\$ 1,002,115.18