

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
MONDAY, MAY 5, 2014
VILLAGE GREEN PAVILION**

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

Roll Call

Dennis J. Scheessele, Mayor
Edward W. Rice, Vice Mayor
Randy L. 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: 12

Minutes: April 7 Town meeting minutes, April 10 budget hearing minutes and April 28 work session minutes. Mayor Scheessele 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 April 2014 was read (attached).
- B. Finance Report** – The finance report for April 2014 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 for the Economic Development Commission, Board of Zoning Appeals, and the Ethics Commission. A portion of the Connector Trail has been paved. Public Works will complete work on the Connector Trail this month. Work on the new website is well underway. Be on the lookout for the new website going live soon. Work on the Trailhead Plaza will begin this week. The Town is looking into 95 gallon toters for recycling, and it will be discussed under new business. The kayak and canoe shop located at the end of Mattingly Avenue is open for the season. SHA has finished their review of the Boardwalk project and has provided the Town with their comments. ARRO Consulting will be addressing the comments. Washington gas is installing a gas line through Town onto the base. There is supposed to be one 8" line for the base, and one 8" line for Town use. Cost for connecting to the line has not been given at this time as there is no proposed date for project completion at this time. Speed humps throughout Town will be painted this week. The Town will be a part of a meeting taking place between the Charles County Economic Development and the Ely Partnership. Eight new homes will be built along Strauss Avenue in the near future.

- D. Code Enforcement Report** – The Town issued 12 notices of violation during the month of April 2014, 3 vehicle violations, 3 grass and weed violations, 5 trash and debris violations, and 1 property maintenance violation. The Town performed 24 rental inspections during the month of April 2014.
- E. Planning Commission Report** – The Planning Commission discussed proposed changes to the Official Table of Use Regulations by Zoning Districts.
- F. Economic Development Commission Report** – No meeting was held in April.
- G. Bureau of Fire Prevention** – Chief Williams was unable to attend because he was teaching a class. No report was given.
- H. Community Affairs** – Karen Williams began by discussing the success of recent events such as the 2nd Annual Taste of Indian Head, the Black Box Theater’s first concert in their series with Sarah Gray, and the Annual Potomac Heights Christian Academy Walkathon. The Community Activities Committee will meet on Tuesday, May 13, at 7pm at the Pavilion. Indian Head Elementary School has a Destination Imagination team going to the global completion and they are raising funds for the trip as well as looking for donations of art supplies to give to children in hospitals. The Flea Market will begin May 10. Bike to Work & Wellness Day will be held on Friday May 16 from 7am to 11am at the Pavilion. The IHVFD Ladies Auxiliary will be holding a quarter auction on May 17 at the fire department. The Community Gospel Extravaganza hosted by NETS will be held on May 18 at the Pavilion from 3pm to 6pm. The Memorial Day Ceremony and Luncheon will be held on Friday May 30 at 11am at the Pavilion. Charles County Crime Solvers 4th Annual Golf Tournament will be held on June 10. Kids End of School Fun Night will be held on June 26, children must be accompanied by an adult. The 4th of July festivities will be held on Friday July 4 the kickoff is at 3:30pm.
- I. Charles County Recreation** – No report.
- J. Policing Report** – Police Week will be held in Washington D.C. from May 6 to May 16. Officer Elliot said it is an impressive event and encouraged everyone to attend. A sheriff’s office advisory meeting will be held on May 21 at the American Legion. Project Graduation starts May 30. School will be letting out soon and there will be more children on the streets. Officer Elliot gave everyone a friendly reminder that there will be increased traffic enforcement due to the larger number of children out.

Briefings: CPL Mark Kaylor 342 gave a briefing on internet safety and hazards of social media.

Presentations/Recognitions: None

Resolutions: None

Ordinances: No. 05-01-14 An ordinance adopting the town financial plan and budget and setting the tax rate, schedule of fees for various permits, the major facilities fees, water, sewer and trash removal and disposal rate for the fiscal year 2015. Town Manager Hicks gave a brief budget summary. All rates and fees are the same; the Town is looking into 95 gallon recycling totes, and a contractor to help with economic development. There is a 1.5% COLA for employees. There was a \$120,000 reduction in property tax revenues for the Town. Mayor Scheessele made a motion to adopt Ordinance No. 05-01-14. Councilman Albright seconds the motion. The motion is carried by roll call vote: Mayor Scheessele - yes, Vice Mayor Rice – yes, Councilman Albright - yes.

Petitions: None

Unfinished Business: None

New Business: Town Manager Hicks spoke with several vendors for a quote for 95 gallon recycling totes. Schaefer Systems Inc. is the same company who provided the Town of La Plata with their totes, and they were the company that provided a quote with the best cost. Schaefer's quote came in at \$48 per 95 gallon cart with wheels, \$5.50 each for RFID assembly and distribution with brochure, \$250 for a new hot stamp plate, and estimated freight of \$2,156. The quote is for 1,000 recycling totes. Total cost around \$61,500. Mayor Scheessele made a motion to award the contract for 1,000 95 gallon recycling totes to Schaefer Systems Inc. Councilman Albright seconds the motion. Motion carried.

Regional Policy Advisors President, Gary Hodge, submitted a quote for a one year contract with the option of a second year to assist the Town with economic development. The cost for one year is \$36,000. The contract would begin July 1, 2014. Mr. Hodge proposed to work with the Town and use his connections and help make targeted proposals to bring economic development to Indian Head. Mayor Scheessele made a motion to award the one year contract for \$36,000 with the option of a second year to Gary Hodge, President of Regional Policy Advisors. Councilman Albright seconds the motion. Motion carried.

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

Citizen's Comments: None

With no further questions or comments, the meeting adjourned at 8:33pm.

Respectfully submitted,

Andrea Brady
Town Clerk