

**TOWN OF INDIAN HEAD  
TOWN MEETING MINUTES  
MONDAY, OCTOBER 6, 2014  
VILLAGE GREEN PAVILION**

Mayor Scheessele called the meeting to order at 7:33pm.

**Roll Call**

Dennis J. Scheessele, Mayor  
Edward W. Rice, Vice Mayor

**Attended By**

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

**NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 18**

**Minutes:** September 2 Town meeting minutes, and September 29 work session minutes. Vice Mayor Rice made a motion to approve the minutes as presented; Mayor Scheessele 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 September 2014 was read (attached).
- B. Finance Report** – The finance report for September 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 still needed for the EDC, BZA, and Ethics Commission. Work on the Connector Trail is complete. The only remaining work is signage and crosswalks. The Trailhead Plaza on the Village Green will be completed this month. The contractors are waiting on some additional items to be delivered. Please contact the town hall if you would like a new 95 gallon toter for recycling to be delivered to your home or place of business. Washington Gas is installing a gas line through town onto the base. Please stop by the town hall to pick up a request for service application. All SHA comments on the Boardwalk project have been addressed by ARRO Consulting. Work will begin on the Black Box renovation project very soon. Public Works is working to fix a drainage problem on the Village Green. The work will be completed this month.
- D. Code Enforcement Report** – The Town issued 15 notices of violation during the month of September 2014, 3 grass and weed violations, 5 trash and debris violations, 3 rental license violations, 1 vehicle violation, 1 un-permitted work violation, 1 property maintenance violation, and 1 miscellaneous violation for noise. The Town performed 4 rental inspections during the month of September 2014.

- E. Planning Commission Report** – The Planning Commission discussed proposed changes to the Zoning Districts Table.
- F. Economic Development Commission Report** – The September meeting was canceled.
- G. Bureau of Fire Prevention** – Chief Williams reported that during the month of August there were 17 fire responses, 5 in Town, 12 mutual aid. 30 medical responses, and 175 hours of training. During the month of September there were 13 fire responses, 4 in Town, and 9 mutual aid. 26 medical responses, and 150 hours of training. The IHVFD attended the Charles County Fair, and held their annual open house on Sunday October 5. This week the kindergarteners and PreK students have started to come to the fire house to learn about fire safety. The annual school program will be held on Wednesday October 8, and Chief Williams is working to schedule the annual evacuation drill. This week is Fire Prevention Week and the big drive is smoke alarms. If you are in need of a smoke alarm contact the IHVFD. Chief Williams encouraged residents to come by the fire house on Thursday nights to see the facility and speak with the firefighters and EMS.
- H. Community Affairs** – Karen Williams reported that the Community Activities Committee held their first meeting since summer breaks on Thursday September 25. Karen and Officer Elliot represented the Town at the annual Perry Station Community Social and the IHVFD Open House on over the weekend. The Base's gas line project is still underway and the Town is doing everything they can to prevent any extreme disruptions to residents and residents are encouraged to call or email with any problems or concerns. There are three flea markets left this season. October 11, 18, and 25. There are two hazardous waste collections left this year on November 1, and December 6. The 9<sup>th</sup> Annual Breast Cancer Awareness Fitness Walk will be held on Saturday October 11 from 8:30am to 1pm. Registration will begin at 8:30 on the day of the event or you can preregister online or at the Senior Center. There will be a DJ, a warm up, vendors, door prizes, and raffles. Lunch will be served at noon. Registration is \$25 per person. Up the Creek Rentals is sponsoring an event on October 18 called Jammin at the Creek to benefit the Shop with a Cop program. Halloween on the Indian Head Village Green Trunk to Trunk Trick or Treating will be held on Friday October 31 from 6pm to 8pm. The Annual Halloween Party will not be held this year. The Veterans Day Ceremony will be held on November 11. The Indian Head Business Association will be holding their annual Up on the Hill event on November 18 from 11am to 6pm. The Annual Tree Lighting will be held on December 2. Gingerbread Classes will be held on December 5 and December 7, \$13 for a single and \$15 for a pair, pre-registration and payment are required. The Holiday Festival will be held on December 9.
- I. Charles County Recreation** – No report.
- J. Policing Report** – Officer Elliot explained that every October the State changes some laws. The charge for marijuana possession has changed and he plans to give a more detailed law implementation update at the November meeting once he has more

information. The man who robbed the PNC Bank has been caught and charged. A resident in attendance expressed concerns about a neighbors large dogs that are often loose and bark at all hours. The resident requested more information on what would be within her rights to do in order to protect herself and her dogs. Officer Elliot suggested speaking with the neighbor about her concerns, and Town Manager Hicks said the Town's Code Enforcement Officer will send out a letter for the two violations.

**Briefings:** None

**Presentations/Recognitions:** None

**Resolutions:** No. 10-03-14 A resolution appointing a member and establishing his respective term of office to the Indian Head Planning Commission for a two year term. Appointing Emery Nauden as Base Representative Appointee, term expiration October 2016. Vice Mayor Rice made a motion to adopt Resolution 10-03-14. Mayor Scheessele seconds the motion. The motion is carried by voice vote: 2-Ayes, 0-Nays.

No. 10-04-14 A resolution appointing a member to the Economic Development Commission for the Town of Indian Head. Appointing Emery Nauden as Base Representative Appointee, term expiration October 6, 2016. Mayor Scheessele made a motion to adopt Resolution 10-04-14. Vice Mayor Rice seconds the motion. The motion is carried by voice vote: 2-Ayes, 0-Nays. Following the approval of the Resolutions, Emery Nauden introduced himself and shared his background.

**Ordinances:** None

**Petitions:** None

**Unfinished Business:** None

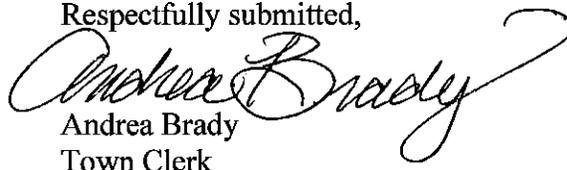
**New Business:** None

**Miscellaneous:** Mayor Scheessele read the upcoming October events and meetings.

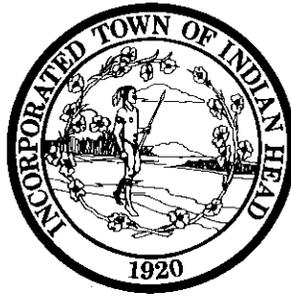
**Citizen's Comments:** None

With no further questions or comments, the meeting adjourned at 8:17pm.

Respectfully submitted,



Andrea Brady  
Town Clerk



## *Town of Indian Head, Maryland*

BUILDING / USE & OCCUPANCY / SIGN PERMITS  
ISSUED DURING THE MONTH OF: September 2014

### ***BUILDING PERMITS;***

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
9/3/14	Solar City Corporation for: Charles Gloden 15 First Street			Solar Panels
9/5/14	Sylvia Willis 13 Sandra Court			Fence
9/12/14	Leta K Holland 811 Indian Head Avenue			Fence
9/15/14	Solar City Corporation for: Lindsey Shelton 37 Raymond Avenue			Solar Panels
9/15/14	KP Contracting LLC for: Alan Gantt 27 Sixth Street			Deck & Balcony
9/22/14	AMT Homes 124 Woodland Drive			Interior renovations
<b><i>USE &amp; OCCUPANCY PERMIT;</i></b>				
9/4/14	Carmen Abell 109 Jenkins Drive			Additional living space
9/5/14	Joel Bullen 4665 Strauss Avenue			Solar Panels

### ***TEMPORARY USE & OCCUPANCY PERMIT;***

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

### ***DEMOLITION PERMITS;***

No Demolition permits were issued during the month of September.

***GRADING PERMITS;***

No Grading permits were issued during the month of September.

***SIGN PERMITS;***

No Sign permits were issued during the month of September.

***TEMPORARY SIGN PERMITS;***

Oxon Hill Bicycle & Trail Club

Thomas R. Simpson, Jr. – Candidate signs

FINANCE REPORT 9/1/14 to 9/30/14

CASH BALANCE SEPTEMBER 1, 2014 \$141,737.85

REVENUES	
General	62,725.67
Trash	6,150.91
Water & Sewer	19,111.95
Parks/Pavillion	1,650.00
Land	
SUB-TOTAL	89,638.53

LGIP Transfer(s)	225,275.15
Money Market Interest	11.66
Highway User Funds	-

TOTAL REVENUES 314,925.34

EXPENDITURES	
General	(63,488.46)
Trash	(16,058.62)
Sewer/Water	(53,390.31)
Parks/Pavillion	(130,511.63)
SUB-TOTAL	(263,449.02)

PNC & Amer Exp Merchant Fee(s)	(1,632.05)
Credit Card Machine	(42.35)
LGIP Transfer(s)	
Check Order	
Payroll	(32,904.57)
Wire Trans FICA, W/H Tax, Sales Tax	(22,235.63)
SUB-TOTAL	(56,814.60)

TOTAL EXPENDITURES (320,263.62)

CASH BALANCE AS OF SEPTEMBER 30, 2014 \$136,399.57

LGIP ACCOUNTS	
HIGHWAY FUND	3.78
PARK FUND	235,896.33
BOARDWALK	552,638.25
SEWER FUND	202,799.46
WATER FUND	40,908.23
REFUSE FUND	42,638.15
TOTAL LGIP ACCOUNTS	\$ 1,074,884.20

SEWER BOND (AMERICAN FUNDS)	139,895.83
PNC	14,909.53
TOTAL INVESTMENTS	\$ 1,229,689.56