

**TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
Monday, October 6, 2025
Village Green Pavilion**

Mayor Paulin called the meeting to order at 7:00pm.

Roll Call

Brandon Paulin, Mayor
Ron Sitoula, Vice Mayor

Attended By

Ryan Hicks, Town Manager
Andrea Brady, Town Clerk
Ginger Foster, Finance Officer

Councilwoman Stillwell was excused from this evening's meeting due to a medical emergency.

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 5

Minutes: September 2nd Town meeting minutes and September 17th work session minutes. Vice Mayor Sitoula 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 September permits report was read. (see attached)
- B. Finance Report** – The finance report for September was read. (see attached)
- C. Town Manager's Report** – Riverwatch Drive parking update; bids were received, we are working on a potential to rebid with an adjusted scope. The project will add an additional 24 spaces to the Boardwalk parking area and will be placed back out for bids with the revised scope. Construction on the East Poplar stormwater design is ongoing. The wastewater permit was received. The Town is still investigating sources of I&I and addressing additional requirements of the permit. Water allocation permit update: the Town is awaiting a confirmed schedule from Schultes as it relates to drilling the new well, and we are looking to develop an unaccounted-for water loss program. The Town has applied for earmarks to help with the cost of the new well and booster station. The Town will not have further information on this until the federal government approves a budget. The Town began developing MS4 educational materials. That work is ongoing, and we are reinspecting basins in need of maintenance. Splash Pad update; the Town received three pages of questions from Raindeck, and we are addressing those questions so the project can move forward. Jenkins Drive storm drain repair took place last month, and paving repairs are scheduled to take place this month. New pumps were installed at the lift stations along Dogwood and Mattawoman Woods. The Town is working with ChargePoint to repair

the charging station at the Town Hall, and we have received a quote to replace the outdated station. Paving repairs will take place around Town this month. The Town is playing for a grant with DNR to make repairs to the dock and the bathroom facilities at Mattingly Park. The leaf vacuum will begin on November 5th, weather permitting.

D. Code Enforcement Report – The Town issued 43 notices of violation during the month of September 2025. 21 grass and weeds violations, 5 rubbish and garbage violations, 3 zoning/permit violations, 1 rental license violation, 7 property maintenance violations, 2 nuisance/noise violations and 4 inoperative/untagged vehicle violations. The Town completed 14 rental inspections for the month of September and cleared 26 violations.

E. Planning Commission Report – The September Planning Commission meeting was canceled.

F. Bureau of Fire Prevention – No report.

G. Charles County Recreation – No report.

Briefings: None

Presentations/Recognitions: None

Resolutions: Resolution 10-01-25 was read for adoption. It is a Resolution reappointing Anthony McFarland and Brian Israel to the Indian Head Planning Commission for five-year terms. Vice Mayor Sitoula made a motion to adopt Resolution 10-01-25. Mayor Paulin seconds the motion. The Resolution was adopted by voice vote: 2 – Ayes, 0 – Nays.

Ordinances: Ordinance 08-01-25 was read for reintroduction during the September Town meeting due to amendments, it was previously introduced at the August 4th town meeting. It is an Ordinance concerning refuse and recycling receptacles for the purpose of regulating the placement of refuse and recycling receptacles; providing enforcement and penalties for violations; and generally relating to the placement of refuse and recycling containers in the Town of Indian Head. The revised draft Ordinance has been available on the Town's website for review. Vice Mayor Sitoula made a motion to adopt Ordinance 08-01-25. Mayor Paulin seconds the motion. The Ordinance was adopted by voice vote: 2 – Ayes, 0 – Nays.

Petitions: None

Unfinished Business: None

New Business: None

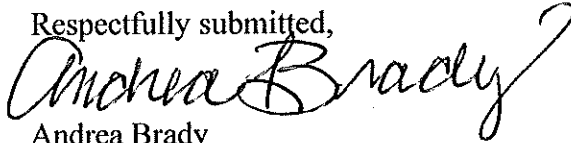
Miscellaneous: Mayor Paulin read the upcoming events and meetings for October. (All event information is available on the Town's website)

Citizen's Comments: Donna Price – Ms. Price asked about sidewalks through the Town, and suggested anchored benches be installed at some of the VanGo locations in Town. Mayor Paulin spoke about the Town working with Maryland State Highway/Maryland Department of Transportation to get sidewalks installed in the future. It has been a long and belabored process that included a feasibility study. They are using funds 79 and 88 The County added the Town to their transportation priority letter to assist with the push for more walkability. The Council will continue to work on this and when they do eventually begin construction it will 100% be paid for by the State. Town Manager Hicks will make the request to VanGo, they have installed them in Town before.

Sharon Young – Ms. Young asked what activities take place at the Boys and Girls Club. Mayor Paulin explained it is primarily an after-school program at this time. They have a STEM room and a multipurpose recreation room, as well as a small computer lab. Kids can receive tutoring or help with their schoolwork or play some games. They hope to increase staff and expand their programs. There are over 60 kids signed up at the club and the program is currently geared towards 12 years old and younger, but they do hope to expand to include other ages. Mayor Paulin also shared that the juvenile crime rates have gone down since the Boys and Girls Club located in Town.

Ivan Young – Mr. Young asked what is planned for the property next to the Dollar General. Mayor Paulin shared that the property was bought by Energetic Technology Center. They occupy space in the Velocity Center, and they are looking to grow. Mayor Paulin also discussed the investment the base has received for the next several years in infrastructure and manufacturing capability. He spoke about the potential growth for jobs due to the increase in both construction and manufacturing with a high average income which will help boost the local economy.

With no further questions or comments, Mayor Paulin adjourned the meeting at 7:26pm

Respectfully submitted,

Andrea Brady
Town Clerk



Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: September 2025

BUILDING PERMITS;

<i>DATE</i>	<i>NAME</i>	<i>RESIDENTIAL</i>	<i>COMMERCIAL</i>	<i>OTHER</i>
9/15/25	Kathleen Tan & Mitchie Lomanang 4840 Strauss Avenue		T/A: Blended Bakery	Change of Occupant
9/4/25	Roebbelen Contracting, Inc. 4310 Indian Head Hwy			52" X 142" Sign on front of the building on Indian Head Hwy
9/2/25	Jeffrey & Jenniger Gomez 10 First Street			Fence
9/24/25	Anthony Smith 605 Indian Head Avenue			Deck
9/25/25	Prince William Home Improvements for: Tawana Lane 106 River Watch Drive			Deck

TEMPORARY USE & OCCUPANCY PERMITS;

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

USE & OCCUPANCY PERMITS;

9/22/25	Ramesh Bhai Patel 4539 Indian Head Highway	Car Wash T/A: Clean Puppy Car Wash	Change of Property Ownership
9/22/25	Ramesh Bhai Patel 4541 Indian Head Highway	Liquor Store T/A: Mutt's Liquors	Change of Property Ownership
9/24/25	Ramesh Bhai Patel 4545 Indian Head Highway	Restaurant T/A: Goodies Café	Change of Property Ownership

RIGHT OF WAY PERMITS;

No Right of Way 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;

9/4/25 Roebbelen Contracting, Inc.
4310 Indian Head Hwy

52" X 142" Sign on front of
the building on Indian Head Hwy

TEMPORARY SIGN PERMITS;

No Temporary Sign Permits were issued during the month of September.

FINANCE REPORT 9/1/25 to 9/30/25

CASH BALANCE SEPTEMBER 1, 2025

\$246,666.24

REVENUES

General	127,707.15
Trash	15,662.27
Water & Sewer	27,155.76
Parks/Pavillion	1,550.00
Prior Year/Period	-

SUB-TOTAL 172,075.18

Grant(s)

Investment Funds

Money Market Interest	6.93
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SUB-TOTAL 6.93

TOTAL REVENUES

172,082.11

EXPENDITURES

General	(115,656.33)
Trash	(1,181.40)
Sewer/Water	(88,567.47)
Parks/Pavillion	(28,964.02)

SUB-TOTAL (234,369.22)

Old Line & Blue/Payments Merchant Fee(s)	(1,278.97)
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Bond Pymts	-
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Investment Funds	-
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Payroll	(52,918.37)
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Wire Trans FICA, W/H Tax, Sales Tax, PCOR	(30,180.26)
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SUB-TOTAL (84,377.60)

TOTAL EXPENDITURES

(318,746.82)

CASH BALANCE AS OF SEPTEMBER 30, 2025

\$100,001.53

OLD LINE INVESTMENT ACCOUNTS

PARK FUND	16,564.58
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BOARDWALK	35,985.57
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SEWER/WATER FUND	49,887.45
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REFUSE FUND	111,579.19
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HIGHWAY USER	955,014.12
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TOTAL OLD LINE INVESTMENT ACCOUNTS \$ 1,169,030.91

SEWER BOND (AMERICAN FUNDS)

108,321.07

TOTAL INVESTMENTS

\$ 1,277,351.98