TOWN OF INDIAN HEAD
TOWN MEETING MINUTES
Monday, February 2, 2026
GoToMeeting

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

Roll Call
Brandon Paulin, Mayor
Ron Sitoula, Vice Mayor
Cassandra Stillwell, Councilwoman

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

NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 5

Minutes: January 5th Town meeting minutes and January 28th 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 January permits report was read. (see attached)

B. **Finance Report** – The finance report for January was read. (see attached)

C. **Town Manager's Report** – The Riverwatch Drive parking project will add an additional 24 spaces to the boardwalk parking area. The project will be placed back out for bids, and the original builder of the boardwalk plans to provide a price. Construction will resume on the East Poplar stormwater design project in the spring. We need Verizon to relocate several poles. The wastewater permit was received, and the Town is investigating sources of I&I and addressing other requirements of the permit. As it relates to the water allocation permit, we are awaiting a confirmed schedule from AC Schultes to drill the new well. We are also looking to develop an unaccounted-for water loss program, and we applied for an Earmark to help with the cost of the new well. We found out last week that the Town will be receiving a little over one million dollars from fiscal year 2026 congressionally directed spending to help with the project. We have begun developing the Town's MS4 educational materials, and that work is ongoing. We are also reinspecting the basins in need of maintenance, and we are awaiting word from MDE as it relates to the Town's 2025 annual report. The contracted work for the splash pad is out to bed. We have received three pages of questions from Raindeck which were addressed and the work is ongoing. The Mattingly Park restrooms are closed for the season. We are working with ChargePoint to repair the charging station at the Town Hall, and we have received a quote to replace the outdated station. We are applying for a grant with DNR to make repairs to the dock at Mattingly Park. Award letters go out Summer 2026, and we are developing an RFP to bid the project. The leaf vacuum is over for the season. The Town also applied for and will be receiving an Earmark for $800,000 towards the repairs of two lift stations on Dogwood Street and in the Mattawoman Woods community.

D. **Code Enforcement Report** – The Town issued 22 notices of violation during the month of January 2026. 2 rubbish and garbage violations, 1 rental license violation, 4 property maintenance violations, 3 nuisance/noise violations, and 12 inoperative/untagged vehicle violations. The Town completed 5 rental inspections for the month of January and cleared 15 violations.

E. **Planning Commission Report** – The Planning Commission approve the USBTA signs for 4450 Indian Head Highway.

Briefings: None

Presentations/Recognitions: None

Resolutions: None

Ordinances: None

Petitions: None

Unfinished Business: None

New Business: None

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

Citizen's Comments: Alex Goumilevski – Mr. Goumilevski spoke about preliminary plans to build townhomes near the Blair Road (Charles Landing) apartments. While he understands apartments may be preferred by the Town Council, townhomes are more financially feasible for him as the developer. Mayor Paulin spoke about the public hearing where the residents spoke out against having more townhomes. Mayor Paulin explained that this project would not come before the Council, it would go before the Planning Commission for their review and approval. He suggested it be informally proposed to the Commission to get their opinion on the project. Town Manager Hicks suggested the first step would be to have the preliminary project reviewed by the Zoning Administrator. The Zoning Administrator will be able to tell you what is permissible in accordance with the Town Code and provide further guidance.

Victor Foulk with Voice of Indian Head shared in the chat that Town Clerk Brady is highlighted in the latest "Profiles in Service" and it is now published. Mr. Foulk and Mayor Paulin spoke about the First Annual Community Champion of the Year Award. Mayor Paulin, Mr. Foulk, and a representative from the Base are the judges, and the prize will be a donation to a charity of their choice.

With no further questions or comments, Mayor Paulin adjourned the meeting at 7:17pm.

Respectfully submitted,

Andrea Brady

Andrea Brady
Town Clerk

Town of Indian Head, Maryland

BUILDING / USE & OCCUPANCY / SIGN PERMITS
ISSUED DURING THE MONTH OF: January 2026

BUILDING PERMITS;

DATE	*NAME*	*RESIDENTIAL*	*COMMERCIAL*	*OTHER*
1/12/26	NV Waterproofing, LLC for: Brian Stefaniak 410 Bland Drive			Interior waterproofing system
1/16/26	Clayton Homes for: David W. Proctor 9 Sixth Street			Replace existing 23'X 51' manufactured house with new 26'X68' manufactured house
1/16/26	SDR New Homes 10 East Poplar Lane	Single Family Dwelling		

TEMPORARY USE & OCCUPANCY PERMITS;
No Temporary U & O Permits were issued during the month of January.

USE & OCCUPANCY PERMITS;
No U & O Permits were issued during the month of January.

RIGHT OF WAY PERMITS;
No Right of Way Permits were issued during the month of January.

DEMOLITION PERMITS;
No Demolition Permits were issued during the month of January.

GRADING PERMITS;

1/16/26 Clayton Homes for: David W. Proctor
9 Sixth Street

1/16/26 SDR New Homes
10 East Poplar Lane

SIGN PERMITS;
No Sign Permits were issued during the month of January.

TEMPORARY SIGN PERMITS;
No Temporary Sign Permits were issued during the month of January.

FINANCE REPORT 1/1/26 to 1/31/26

CASH BALANCE JANUARY 1, 2026			$523,644.42
REVENUES			
General	585,701.94		
Trash	32,461.52		
Water & Sewer	55,368.97		
Parks/Pavillion	1,600.00		
Prior Year/Period	-		
SUB-TOTAL		675,132.43	
Grant(s)	-		
Investment Funds	-		
Money Market Interest	8.49		
SUB-TOTAL		8.49	
TOTAL REVENUES			675,140.92
EXPENDITURES			
General	(99,231.00)		
Trash	(104,462.92)		
Sewer/Water	(108,209.15)		
Parks/Pavillion	(7,273.79)		
SUB-TOTAL		(319,176.86)	
Bank & Merchant Fee(s)	(612.85)		
Bond Pymts	-		
Investment Funds	-		
Payroll	(64,077.50)		
Wire Trans FICA, W/H Tax, Sales Tax, PCOR	(24,401.63)		
SUB-TOTAL		(89,091.98)	
TOTAL EXPENDITURES			(408,268.84)
CASH BALANCE AS OF JANUARY 31, 2026			$790,516.50

OLD LINE INVESTMENT ACCOUNTS	
PARK FUND	16,786.73
BOARDWALK	36,468.25
SEWER/WATER FUND	51.84
REFUSE FUND	113,075.99
HIGHWAY USER	866,588.52
TOTAL OLD LINE INVESTMENT ACCOUNTS	$ 1,032,971.33
SEWER BOND (AMERICAN FUNDS)	0.00
TOTAL INVESTMENTS	$ 1,032,971.33