

**TOWN OF INDIAN HEAD  
TOWN MEETING MINUTES  
Monday, August 3, 2026  
GoToMeeting**

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

**Roll Call**

Ron Sitoula, Vice Mayor  
Cassandra Stillwell, Councilwoman

**Attended By**

Ryan Hicks, Town Manager  
Andrea Brady, Town Clerk

Mayor Paulin was excused due to travel.

**NUMBER OF CITIZENS AND GUESTS IN ATTENDANCE: 3**

**Minutes:** July 6<sup>th</sup> Town meeting minutes and July 22<sup>nd</sup> work session minutes. Councilwoman Stillwell made a motion to approve the minutes as presented Vice Mayor Sitoula 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 July permits report was read. (see attached)
- B. **Finance Report** – Absent. Finance Officer Foster will provide the July, August, and September report at next month's meeting.
- C. **Town Manager's Report** – Riverwatch Drive parking project will add an additional 24 spaces to the Boardwalk parking area. We received one bid and we are waiting for another from a local contractor. East Poplar stormwater design, construction resumed last week. Wastewater permit application permit received. The Town is investigating sources of I&I and addressing requirements of the permit. Water allocation permit, Schultes is in Town and drilling of the new well is underway. Testing the new well is also underway. MS4 inspections, the Town began developing MS4 educational materials. That information has been added to the website. We are reinspecting basins in need of maintenance and awaiting word from MDE as it relates to the Town's 2025 Annual Report. Splash pad, finalizing bid specs and advertising the project this month. Once we have the electrical specs, we will forward those to the splash pad manufacturer. New EV station installed and operational at Town Hall. Mattingly Park, the Town's request for fiscal year 2027 Waterway Improvement Funds of \$320,000 was approved by the Maryland General Assembly. The monies will be used for Slavin's dock boating facility improvements and we are currently developing an RFP. The Town has also applied for and will be receiving Earmarks for the repair of several lift stations and the development of a well house and booster station. Meetings are ongoing with the EPA and construction will begin soon. Paving repairs to take place over the next few months. Court date is set for August 5<sup>th</sup> as it relates to the properties outside of the base gate, 4035 and 4045 Indian Head Highway.

**D. Code Enforcement Report** – The Town issued 109 notices of violation during the month of July 2026. 47 grass violations, 16 rubbish and garbage violations, 3 rental license violations, 23 property maintenance violations, 1 nuisance/noise violation and 19 inoperative/untagged vehicle violations. The Town completed 27 rental inspections for the month of July and cleared 25 violations.

**E. Planning Commission Report** –The Planning Commission approved a sign application for 4336 Indian Head Highway, Michelle's Cakes and reviewed a development plan for 4445 Indian Head Highway, the Velocity Center and reviewed a multifamily concept plan for Dogwood Street.

**Briefings:** None

**Presentations/Recognitions:** None

**Resolutions:** Resolution 08-01-26 was introduced for adoption. It is a Resolution reappointing Thomas Blake, Joanne Broussard, and Michael Pellegrino to the Board of Zoning Appeals for 3-year terms. Vice Mayor Sitoula made a motion to adopt Resolution 08-01-26. Councilwoman Stillwell seconds the motion. The Resolution was adopted by voice vote, 2 – Ayes, 0 – Nays.

**Ordinances:** None

**Petitions:** None

**Unfinished Business:** None

**New Business:** None

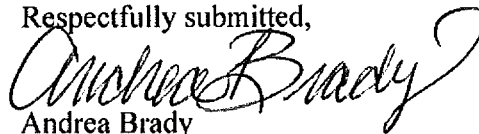
**Miscellaneous:** Town Clerk Brady read the upcoming events and meetings for August. (All event information is available on the Town's website)

Vice Mayor expressed thanks to the Town Staff, County Staff and everyone involved in the FOX 5 Zip Trip and spoke about the wonderful event.

**Citizen's Comments:** None

With no further questions or comments, Vice Mayor Sitoula adjourned the meeting at 7:11 pm.

Respectfully submitted,

  
Andrea Brady  
Town Clerk



## Town of Indian Head, Maryland

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

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

| <b><i>DATE</i></b> | <b><i>NAME</i></b>                                                      | <b><i>RESIDENTIAL</i></b> | <b><i>COMMERCIAL</i></b> | <b><i>OTHER</i></b>       |
|--------------------|-------------------------------------------------------------------------|---------------------------|--------------------------|---------------------------|
| 7/6/26             | RXBSA Properties, LLC<br>4336 Indian Head Highway                       |                           |                          | Sign – Michelle's Cakes   |
| 7/15/26            | Terrence Jones<br>132 River Watch Drive                                 |                           |                          | Replace existing deck     |
| 7/20/26            | RXBSA Properties – Oasis Fresh Foods Market<br>4145 Indian Head Highway |                           |                          | Roof mounted Solar Panels |
| 7/23/26            | Theron & Teresa Posey<br>24 East Poplar Lane                            |                           |                          | Roof mounted Solar Panels |
| 7/23/26            | Long Fence for: Charles Lateulere<br>89 Mattingly Avenue                |                           |                          | Fence                     |

#### ***TEMPORARY USE & OCCUPANCY PERMITS;***

|        |                                   |                                           |
|--------|-----------------------------------|-------------------------------------------|
| 7/1/26 | CMH Homes, Inc.<br>9 Sixth Street | SFD – Replaced existing Manufactured home |
|--------|-----------------------------------|-------------------------------------------|

#### ***USE & OCCUPANCY PERMITS;***

|         |                                                            |                                           |
|---------|------------------------------------------------------------|-------------------------------------------|
| 7/8/26  | Energetics Technology Center<br>4225 B Indian Head Highway | Office Space                              |
| 7/15/26 | Edward Rice<br>403 Indian Head Avenue                      | Roof mounted Solar Panels                 |
| 7/1/26  | CMH Homes, Inc.<br>9 Sixth Street                          | SFD – Replaced existing Manufactured home |

#### ***RIGHT OF WAY PERMITS;***

|         |                                                                 |                            |
|---------|-----------------------------------------------------------------|----------------------------|
| 7/30/26 | Southern Maryland Electric Coop.<br>Mattawoman Wood Subdivision | Phase 1 – Mattawoman Woods |
| 7/31/26 | Southern Maryland Electric Coop.<br>Mattawoman Wood Subdivision | Phase 2 – Mattawoman Woods |

***DEMOLITION PERMITS;***

No Demolition Permits were issued during the month of July.

***GRADING PERMITS;***

No Grading Permits were issued during the month of July.

***SIGN PERMITS;***

7/6/26 RXBSA Properties, LLC  
4336 Indian Head Highway

Sign – Michelle's Cakes

***TEMPORARY SIGN PERMITS;***

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