



*Mayor and Town Council  
Town of Friendsville  
Founded 1765*

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**Friendsville Mayor & Town Council Minutes**  
**August 5, 2024**

**Attendance:**

Spencer R. Schlosnagle, Mayor

Wanda Guard, Administrative Assistant, Clerk-Treasurer

Council President: Pamela Humberson

Council Members: Michael Artice, James Hook, Edward Kelley, Sheryl MacLane, and Robert Sines.

**Citizens/Guests:** Lynn Aycok, Jennifer Resh, Melissa Custer, Friendsville Library Branch Manager, Jamie Spano, Garrett County Health Department Outreach Worker, Jennifer Uphold, Friendsville Pharmacy.

**Call to Order:** Council President Humberson, convened the general meeting of the Mayor and Town Council on August 5, 2024, at 6:00 p.m.

**Opening Ceremonies:** All attending the meeting recited the Lord's Prayer and the Pledge of Allegiance to the Flag of the United States of America.

***Approval of the Agenda – August 5, 2024***

**Motion #1:** (Council member MacLane/Council member Artice) Approval to accept the August 5, 2024, agenda. 6 in favor/0 opposed/0 abstention. Motion carries.

***Approval of the General Meeting Minutes – July 15, 2024***

**Motion #2:** (Council member Sines/Council member Kelley) Approval to accept the general meeting minutes for July 15, 2024, with no corrections or additions. 6 in favor/0 opposed/0 abstention. Motion carries.

**Motion #3:** (Council member Artice/Council member MacLane) Approval to accept the public hearing comprehensive plan minutes for July 23, 2024, with no corrections or additions. 6 in favor/0 opposed/0 abstention. Motion carries.

**Motion #4:** (Council member Kelley/Council member Sines) Approval to accept the comprehensive plan resolution adoption meeting minutes for July 23, 2024, with no corrections or additions. 6 in favor/0 opposed/0 abstention. Motion carries.

**To The Floor:**

No business from the floor was addressed except for a resident's concern about a loud noise across the river and a motorcycle speeding up and down the road last Saturday evening. The mayor will reach out to local law enforcement and request additional patrols in the area.

## **Unfinished Business**

### ***Concession Stand & ADA Restroom***

Mayor Schlosnagle reported that Cornerstone Construction LLC is progressing with their building project. They have completed the block walls and poured the interior slab. This week, they are focusing on installing the grease trap, rafters, and roofing. The building and its surrounding landscaping will be presentable in time for the Friendsville Days event next week.

### ***Business After Hours Event Committee Meeting Update***

The committee convened on July 22, 2022. The food and drink vendors for the event have been confirmed, including Wild Ember Bread, Herbal Earth Apothecary & Gardens, Bar-B-Q Beast, Friendsville Public House, Friendsville Fire Department Special Event Group, Friendsville Discount Liquors, Good to Go, and Dollar General. Mayor Schlosnagle will serve as the MC, with Mike Robinson from the Greater Friendsville Business Association as a speaker. Attendees are encouraged to bring business cards for door prize drawings and to share information at the networking table. This event provides an opportunity to engage with the community, explore potential business opportunities, and enjoy an evening of networking, hors d'oeuvres, and refreshments from local businesses, all part of the "Taste of Friendsville." The Garrett County Chamber of Commerce will manage registration.

### ***Traffic Advisory Committee***

Council member MacLane represented the Town of Friendsville at the Traffic Advisory Committee (TAC) meeting on Wednesday, July 17th, at 11:00 a.m. Due to the absence of the traffic staff, the meeting chair provided Council member MacLane with a copy of an email from Paul Nicol to Paul Harvey and Todd DeWitt for reference. Mayor Schlosnagle reviewed the responses highlighted in red in the 7/17/2024 email (Addendum A) with the group. The next TAC meeting is scheduled for August 21, 2024, and it was suggested that Mayor Schlosnagle plan to attend.

### ***Community Legacy Grant – Friend Family Museum/Library Exterior Improvements.***

Mayor Schlosnagle is currently gathering proposals for the project. He has reached out to the following contractors and will have their proposals ready for the August 19th meeting:

1. Rounds Home Improvement, LLC – Adam Rounds
2. Harner Construction
3. BILT Construction, LLC
4. Cornerstone Construction, LLC – Mark & Jon Hinebaugh

### ***Basketball/Tennis/Pickleball Courts – A1 Asphalt***

The courts are currently being resurfaced, and the pickleball poles have been installed. They will be ready in time for Friendsville Days.

### ***ESIS (Ace American Insurance Company) Lisa Lewis – Maple Street tree damaged claim***

On July 31, 2024, our office was contacted by Lisa Lewis, the insurance adjuster from ESIS regarding the tree damage claim by Clean Earth Environmental Solutions. In response, Wanda emailed Lisa Lewis a package of relevant documents. This package included an invoice from Skyline Excavating & Tree Service LLC, a cancelled check, and a proposal from Halian Landscapes for the replacement of the damaged red maple tree. Lisa questioned the grinding of

the stump as a duplicate charge, Wanda explained to Lisa that it was necessary and was not a duplicate charge. Presently we are waiting for a response from Lisa Lewis.

#### ***Western MD Christian Center Use & Occupancy Permit***

Mayor Schlosnagle shared that the document from Bruce Metz of the Garrett County Government Planning & Permit Department which was shared with the group at the last council meeting he requested that it needed review and approval has been signed and emailed back to Bruce. Upon further investigation, it was determined that this step was necessary to close the file.

#### ***Friendsville Library Parking***

Mayor Schlosnagle has informed us that, following further investigation and additional details from Thomas Vose, Director of the Ruth Enlow Library, regarding the Friendsville library parking issue, we will need to ask Thomas to submit a variance request to the Town of Friendsville. The Planning Commission and Zoning Board members will then review this request.

**Motion #5:** (Council member MacLane/Council member Artice) Approval to request Thomas Vose, Ruth Enlow Library Director to submit a variance from the Town of Friendsville regarding the parking at the Friendsville Library. 6 in favor/0 opposed/0 abstention. Motion carries.

#### ***AL/GAR MML Chapter Meeting/Dinner – August 14, 2024***

The Town of Oakland at Broadford Park will host the meeting/dinner. RSVP to Wanda no later than August 5, 2024. Michael Artice, Sheryl MacLane, Pam Humberson, Randy Humberson, Edward Kelley, Kim Thomas & Spencer Schlosnagle are planning to attend the event.

#### **New Business**

#### ***R. Joanne Sheffield, Audit Scope & Objectives Contract***

**Motion #6:** (Council member MacLane/Council member Sines) Approval to accept the audit scope and objectives contract from R. Joanne Sheffield, CPA for the years ended June 30, 2024, 2025 and 2026. 6 in favor/0 opposed/0 abstention. Motion carries.

#### ***Community Development Block Grant Letter***

Council President Humberson read the letter dated July 16, 2024, from Maryland Department of Housing Community Development notifying the Town of Friendsville that the application submitted by the Town to assist Garrett County Community Action Committee, Inc. with the acquisition of housing was not among those selected for funding.

#### **Mayor's Report:**

- The Comprehensive Plan is completed, and we have copies of the final plan. A copy of the final plan will be available at the Friendsville library and Friendsville Town Hall.
- Mayor Schlosnagle is working with Cynthia Stone regarding updating the Town of Friendsville Zoning Ordinance. The next step will be to meet with the Zoning Board and Planning Commission members.
- The Tri-State Truck Show will be held at the community park on Saturday, August 31<sup>st</sup>. The proceeds will be donated to Hospice and Cindy's Fund organizations.

- Rodney Friend, Garrett County Roads Department, has been doing additional mowing for the Town of Friendsville.
- Potomac Edison will evaluate the need for possible additional lightening at the Veteran's Memorial.
- Kim Friend, Snowy Creek 4-H Club leader shared that their club will be holding a September 11<sup>th</sup> program at the Veteran's Memorial.
- Mayor Schlosnagle will be attending the Tri County Council for Western Maryland and the Garrett County Municipalities, Inc. meetings on August 7, 2024. Invitation was extended to the clerks to attend the "Meet & Greet" of the GC Municipalities, Inc. meeting.
- Mayor Schlosnagle was appointed to the MML conference planning committee.
- Tentative plan for the Christmas/Holiday gathering will be Monday, December 16, 2024. Ed will check with the Fire Department to see if it is available and if they would be available to cater the meal.

### Clerk's Report

**Motion #7:** (Council member MacLane/Council member Hook) Approval to accept the clerk's report, payables, receivables, and salary summary for the month of July.

6 in favor/0 opposed/0 abstention. Motion carries

### Committees Reports:

- **Buildings:** Nothing
- **Safety:** Nothing
- **Streets & Sidewalks:** Nothing
- **Community Park:** Nothing
- **Trees & Shrub:** Nothing
- **Economic Development:** Nothing

**Concerns of Council Members:** Mayor Schlosnagle reminded the council members that the Friendsville Days opening ceremony is on Saturday, August 17, 2024, at 1:00 p.m. at the stage area and he would like them to attend if they are available; council members MacLane, Artice, Kelley & Humberson are planning on attending.

The next Mayor & Town Council meeting will be on August 19, 2024, at 6:00 p.m.

### Adjournment:

**Motion #8** (Council member Hook/Council member MacLane): Approval to adjourn the meeting.

6 in favor/0 opposed/0 abstention. Motion carries.

The meeting was adjourned at 7:30 p.m.

Respectfully Submitted,

*Wanda M. Guard*

Wanda M. Guard,  
Administrative Assistant, Clerk-Treasurer

Approved:

*James L. Schlosnagle, Mayor*

8/19/2024