



Mayor and Town Council
Town of Friendsville
Founded 1765

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Friendsville Mayor & Town Council Minutes
July 15, 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: Lou Ann & Doug Sines, Thomas Vose, Director Ruth Enlow Library, Melissa Custer, Friendsville Library Branch Manager, Kenneth Hinebaugh, Friendsville Veterans Memorial, Jamie Spano, Garrett County Health Department Outreach Worker, Lynn Aycock, Rod Bowser, Jennifer Resh, Dave Kessmann, Jennifer Schroyer, Ellen Jones & CPL Lewis, Garrett County Sherriff's Department.

Call to Order: Council President Humberson, convened the general meeting of the Mayor and Town Council on July 15, 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 – July 15, 2024

Motion #1: (Council member MacLane/Council member Artice) Approval to accept the July 15, 2024, agenda.
6 in favor/0 opposed/0 abstention. Motion carries.

Approval of the General Meeting Minutes – June 17, 2024

Motion #2: (Council member MacLane/Council member Kelley) Approval to accept the general meeting minutes for June 17, 2024, with no corrections or additions.

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

To The Floor:

- Connor Norman, Business Development Specialist – Garrett County Government presented an update on the annual business development impact of Garrett County. He is also the liaison with the municipalities. The Full Impact Report is accessible online at business.garrettcounty.md.gov. Norman informed the group that there are grants available for those who wish to start a business in Garrett County, as well as money available for current established businesses that would like to expand and or improve their business.
- Corporal Lewis, Garrett County Sheriff's Department shared the Town of Friendsville's incident report for the month of June. There was a total of 15 incidents during the month, 5 community patrols, 1 special assignment, 1 mental, 1 temporary protective order, 1 eviction, 1 vandalism and 5 process served.

- Ken Hinebaugh, Veteran’s Memorial representative, provided an update on the progress of the memorial's construction. Currently, collaboration with the contractor is underway to begin building the centerpiece of the memorial. Locally, efforts are focused on laying the concrete slab and installing the thirteen flag poles. Additionally, inquiries were made regarding the plans for additional lighting at the memorial and the type of fencing, if any, that will be placed around the site. Additional volunteers are needed for committee members.

Motion #3: (Council member MacLane/Council member Kelley) Motion was made not to place a fence around the Friendsville Veteran’s Memorial.

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

- Melissa Custer, Friendsville Branch Manager – The Mobile Market, which began in 2023 in Friendsville, has seen consistent growth each month and has become an important community asset. During the construction of the new library, it will need to be relocated from its current site. We are seeking suggestions from the council for a new location starting in September. Additionally, we require the Mayor and Town Council to sign off on the Mobile Market Certificate Agreement.

Motion #4: (Council member MacLane/Council member Hook) Motion was made to use the lower parking lot and the circle drive in the Community Park for the location of the Mobile Market trailer starting in September.

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

- Thomas Vose, the Director of the Ruth Enlow Library, submitted an application to the State for the final portion of funding for FY2026. The environmental assessment has been approved, and the temporary location will be the Senior Center. Efforts are ongoing to finalize the demolition dates for the existing building, with groundbreaking scheduled for October 1st.
- Jamie Spano, a Community Health Outreach Worker at the Garrett County Health Department, distributed "clean air zone" signage. The GCHD has six stanchions available to assist with directing traffic and is willing to give them to the Town. In September, Jamie is coordinating a "Sports Day" to teach pickleball. In October, there will be an educational event featuring a walk in the park. Currently, Jamie is working with the fire department to organize the "Back to School Night." The date for the event is not confirmed.
- Doug & Lou Ann Sines asked the council to reconsider the request that was submitted March 2022. He pointed out that this zoning ordinance is not fair and needs to be changed. Mayor Schlosnagle shared that the Zoning Board is the final decision for any variance. The next step will be changing the Zoning Ordinance.
- Jennifer Schroyer and Ellen Jones would like to be part of the TVR Ordinance Committee. They were directed to talk with Ed Kelley, Chair of the committee. Ed shared with the council that he has received four people interested in being on the committee. They are Nate Sober, Jamie Fike, Lynn Aycock and Dave Kessmann. He shared that one of the things that he was concerned about is that the zoning ordinance says that RD, SR, TR, TC districts will

need to have a special exception to have TVRs in town now. The only ones that don't are GC & EC. One thing that will need to be done is to have the town rezone and rewrite its ordinance, which will take a long time to complete the process. Therefore, the RD, SR, TR, TC must have a special exception to having TVRs.

Motion #5: (Council member Kelley/Council member Hook) Motion made for the zoning ordinance and the zoning districts of Friendsville be reviewed and changed by the public so we don't have to asked for special exception for TVRs to be in Friendsville.

4 in favor/0 opposed/2 abstention. Motion carries.

Unfinished Business

Concession Stand & ADA Restroom

Mayor Schlosnagle shared that Chris Williams will start laying blocks next Monday, July 22, 2024. Cornerstone Construction LLC will be coming down on Monday, July 22nd or Tuesday, July 23rd to start digging the lines for the sewer & electricity, using a mini excavating unit to dig the lines. Jon Hinebaugh has ordered the windows & hood for the building.

Motion #6: (Council member MacLane/Council member Hook) Motion was made for Cornerstone Construction LLC to continue working on the building but wait to dig the lines through the Community Park until after Friendsville Days. 6 in favor/0 opposed/0 abstention. Motion carries.

Friendsville Elementary School CPP Grant

Mayor Schlosnagle shared that he received clarification from Siera Wigfield that the Town of Friendsville applied for the grant since the Board of Education cannot apply and the Garrett County Board of Education will be responsible for payment of the invoices not the Town of Friendsville.

Comprehensive Plan

A public hearing is scheduled for July 23, 2024, to be held at the Friendsville Fire Hall starting at 6:00 p.m. for adoption of the comprehensive plan. A copy of the final comprehensive plan is on the town's website and in July's newsletter. A draft of the resolution was distributed to the council members and will be posted in the community for the public to review at Friendsville Library, USPS, and in the Friendsville Pharmacy.

Traffic Advisory Committee

Mayor Schlosnagle submitted a letter to Paul Harvey. After reviewing the letter with the group, he asked one of the council members to attend the meeting on Wednesday, July 17th at 11:00 a.m. since he is not available to attend. Council member MacLane and Council member Kelley volunteered to attend the meeting.

Central Garrett Baseball League – Locks/Keys

Council member Kelley shared that Craig Umbel stated that Central Garrett Baseball League will be able to donate \$250.00 towards the purchase of locks. Council member Kelley emailed Craig and requested a meeting to let him know which locks need to be changed.

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

Mayor Schlosnagle has given his approval to move forward with the construction and begin accepting proposals and quotes for the project. The grant was approved.

Motion #7: (Council member Humberson/Council member Kelley) Motion was made to move forward with the Community Legacy project award of \$25,000 for the Friends Family Museum to obtain sealed quotes with the stipulation that we have the Garrett County money before we start the project. 6 in favor/0 opposed/0 abstention. Motion carries

Community Parks & Playgrounds – Community Park Restroom/Electrical Room Renovations

Received notification that the Board of Public Works (BPW) approved the grant for \$241,604.00 for the Town of Friendsville. This project will have to be something that we address in the Spring, 2025.

Earlier Motion was Reiterated from May 20th Minutes

Council member MacLane reminded the council that on May 20, 2024, a motion was made already regarding the zoning and TVRs. She read the following motion from the approved May 20th minutes:

“**Motion #5:** (Council member Kelley/Council President Humberson) Approval to change the zoning ordinance and in the meantime to set up a committee of volunteers who are in favor and opposed to having a TVR ordinance to explore, survey the community and present recommendations to the council. 4 in favor/2 opposed/0 abstention. Motion carries.”

Friendsville Mural

Mayor Schlosnagle shared that the Heritage Area Grant (50/50) is available for the mural; application opens August 1st and closes August 31st. The award announcement will be on September 9th. The grant match can be a monetary match or in-kind match. Another grant will be offered on the first of the year. The council consensus was to wait until Spring. Council members confirmed with Mayor Schlosnagle that accommodation tax money could be used for the mural.

Damage Tree Removal – Skyline Excavating & Tree Service LLC

The tree has been removed. Mayor Schlosnagle contacted Kelley of Clean Earth Environmental Solutions but did not receive a response. Consequently, Mayor Schlosnagle reached out to the town’s attorney, Mike Llewelyn, to proceed with efforts to recover the removal cost and funding for a new tree.

MML Conference & Banner City USA

Town of Friendsville received Banner City USA for 2023 at the MML Conference.

Mayor Schlosnagle attended the ethic class stating that he has samples of ordinances for Town of Friendsville regarding receiving gifts or winnings while representing the municipalities. Council member Kelley did obtain information regarding lighting for the park.

New Business

Western MD Christian Center Use & Occupancy Permit

Mayor Schlosnagle shared the document from Bruce Metz, Garrett County Government Planning & Permit Department with the group, stating it needs review and approval. Since he has never dealt with such a document before, he felt uncomfortable signing it. The permit in question dates back to 2021. The council agreed that the Mayor and Wanda should contact Bruce Metz for additional information before proceeding with the signature.

Friendsville Library Parking

Council President Humberson read the following emails:

From: Matt Brewer <mbrewer@bhasurvey.com>
Sent: Tuesday, June 4, 2024 8:52 AM
To: Chad Fike <cfike@garrettcountrymd.gov>
Cc: Scott Minnick <scott@bhasurvey.com>
Subject: Friendsville Library Replacement

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Chad,






Good morning. As discussed, please find attached the Friendsville Library civil package for review and comment. The building package will come separately as soon as it is ready.

Please call with any questions or if you need anything from me.

Thanks.


RE: Friendsville Library Replacement Concept Plan

 Chad Fike <cfike@garrettcountrymd.gov>
To: Matt Brewer
Cc: Town of Friendsville

 Reply  Reply All  Forward  


Tue 6/25/2024 10:39 AM

 You forwarded this message on 7/13/2024 10:02 PM.

 Friendsville Library Concept Plan Comments.pdf
245 KB

Matt- The Concept Plan comments are attached. I am copying the Town so they are aware of my comments regarding parking: *Library parking is not specified in the Friendsville Zoning Ordinance. "Institutional, Recreation and Educational, other than uses listed separately..." is the most similar category and requires 1 space/5 seats, or if fixed seats are not provided, 1 space/evary 80 sq. ft of floor area intended to be used by patrons, + 1 space/2 employees". More details would be needed to determine the required number of spaces, but no off-street parking spaces are proposed. The Town will need to determine if a variance is being granted or if on-street parking is permitted.*

Let me know if you have any questions-Chad


Chad E. Fike
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Planning & Land Management and Permits & Inspections Divisions
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o 301-334-1922
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Additional information will need to be obtained from Thomas Vose before proceeding with a response to Chad Fike.

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

The meeting/dinner will be hosted by the Town of Oakland at Broadford Park. RSVP to Wanda no later than August 5, 2024.

Mayor's Report:

- On July 2, 2024, received notification from the Garrett County Commissioner's that we will receive \$4,000 for the Community Park recreation projects. There was no increase for FY2025.
- Mayor Schlosnagle will be reaching out to Todd Diehl, A1 Asphalt to start the resurfacing of the courts immediately.
- Commissioner Edwards shared that the FY25 Tax Differential money was sent out to the municipalities.
- Phil Smith & Mayor Schlosnagle attended the Western Maryland Regional Roundtable with Maryland Department of Planning Secretary Flora at the Canal Place in Cumberland on June 18th.
- Grand Fondo was held on June 22, 2024. I volunteered at the event, and it went well.
- Attended the Business After Hours at the First United Bank & Trust on July 10th. Next month will be at Sunrise Sanitation in Oakland. Town of Friendsville will be hosting Business After Hours in September at the Community Park.
- Attended the Heritage Board meeting this morning. Shared the magazine that they published highlighting the municipalities.

Clerk's Report

Motion #8: (Council member MacLane/Council member Artice) Approval to accept the clerk's report, payables, receivables, and salary summary for the month of June.
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: Nothing

The next Mayor & Town Council meeting will be on August 5, 2024, at 6:00 p.m.

Adjournment:

Motion #9 (Council member MacLane/Council member Artice): Approval to adjourn the meeting.
6 in favor/0 opposed/0 abstention. Motion carries.

The meeting was adjourned at 9:30 p.m.

Respectfully Submitted,

Wanda M. Guard

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Approved :

James R. Schlosneger
Mayor

8/5/2024