



*Mayor and Town Council*  
*Town of Friendsville*  
*Founded 1765*

P.O Box 9,  
Friendsville MD 21531  
Ph: 301-746-5919  
info@friendsville.org  
www.friendsville.org

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**Friendsville Mayor & Town Council Minutes**  
**September 23, 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, & Robert Sines.

**Citizens/Guests:** David Burke - Friendsville Elementary PTO, Sophie Fost – Friendsville Elementary PTO, Heather Roth – Friendsville Elementary Community School Specialist, Terry Spear - Friendsville Volunteer Fire & Rescue Department and Jennifer Uphold – Friendsville Pharmacy.

**Call to Order:** Council President Humberson, convened the general meeting of the Mayor and Town Council on September 23, 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 – September 23, 2024***

**Motion #1:** (Council member MacLane/Council member Artice) Approval to accept the September 23, 2024, agenda with no additions.

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

***Approval of the General Meeting Minutes – September 9, 2024***

**Motion #2:** (Council member MacLane/Council member Kelley) Approval to accept the general meeting minutes for September 9, 2024, with the correction of the date in Motion #1 approval to accept the September 9, 2024, agenda instead of the date August 19, 2024.

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

**To The Floor:**

***Friendsville Elementary School – Heather Roth “Community Schools”***

A community school serves as both a physical location and a network of partnerships between the school and local resources, focusing on academic support and opportunities that enhance student learning, strengthen families, and promote healthier communities. This year, Friendsville has been designated as a community school, joining the five other community schools in Garrett County. This funding will cover the salary of the Community School Specialist and provide a full-time nurse at the school. Any remaining funds can be allocated for wrap-around services.

Ms. Roth, the Community School Specialist, connects resources within the school and across the community. She will conduct a needs assessment to identify both needs and existing strengths. Ms.

Roth asked the Mayor and Town Council to support their “Walking School Bus” initiative to promote healthy habits and community involvement and inclusive. This program will start at Friendsville Community Park and will pick up children and families as they walk to school. The kick-off event is scheduled for October 2, 2024, starting at 7:30 a.m., in conjunction with “Walk Maryland Day,” followed by another on October 9, 2024. The Walking School Bus will continue every Wednesday from the Community Park. Currently Ms. Roth has 23 students, 18 parents signed up for the event. Wanda will contact the Town’s insurance company to confirm whether any additional insurance is needed for this event. Ms. Roth has reached out to Mayor Schlosnagle about the events and safety along the route from the walking bridge to the school. Mayor Schlosnagle assured her that maintenance employees will help manage traffic and set up cones during the events.

**Motion #3:** (Council member MacLane/Council member Artice) Approval to accept & support the Friendsville Elementary Community School Walking Bus at the Friendsville Community Park on October 2, 2024, October 9, 2024, and every Wednesday throughout the 2024-2025 school year.  
6 in favor/0 opposed/0 abstention. Motion carries.

***Friendsville Elementary School PTO – Sophie Fost “Turkey Trot 5K”***

David Burke and Sophie Fost presented information on the upcoming “Turkey Trot,” a 1-mile fun walk and 5K scheduled for November 16, 2024, to benefit the Friendsville Elementary PTO. The event will take place at either Community Park or Kendall Trail, with prizes awarded for individual best dressed, best dressed “Turkey Squad”, and fastest time. After thorough discussion, it was agreed that the Community Park would be the preferred location due to the November timeframe. It was decided that portable toilets will need to be used, as the water will be turned off by that time. Wanda noted that professional timers are typically used, especially if the event aims to attract professional runners. Additionally, she will check if additional insurance is required since it is a school-related event.

**Motion #4:** (Council member MacLane/Council member Artice) Approval to support the Friendsville Elementary School PTO “Turkey Trot” on November 16, 2024, at the Friendsville Community Park.  
6 in favor/0 opposed/0 abstention. Motion carries

**Unfinished Business**

***Town of Friendsville Property (Map: 0300 Grid: 0023 Parcel 0080, 0.35 acres)***

Mayor Schlosnagle provided details about the property using the Garrett County Mapping Dashboard and data from the Maryland Department of Assessment & Taxation. The Mayor and Town Council agreed that Mayor Schlosnagle should investigate the potential value of the property and whether there is a right of way to the property. Terry Spear mentioned that he would email pictures of the current spring/well site on the property to help decide the next steps for ensuring the property’s safety.

***Concession Stand/ADA Restroom – Appliances/Equipment***

On September 11, 2024, Terry Spear shared the equipment specs and prices for the concession stand. At the meeting he shared that the 2 deep fryers specs & pricing were not included in the email, so he gave that information to Wanda at the meeting. The total for the equipment is \$14,687.00. Mayor Schlosnagle shared that Wanda had emailed Tiffany DePaoli DNR on Thursday, September 19, 2024, asking if the remaining grant funds to purchase the equipment and the fire department would cover the difference between the actual cost and the remaining grant funds.

On September 23, 2024, Tiffany DePaoli, DNR stated we can utilize the LPPI grant funds on the appliances and recommends purchasing the freezer & refrigerator since together they will use the entire remaining balance on the LPPI award and leave no reverted funds.

**Motion #5:** (Council member MacLane/Council member Kelley) Approval was granted to use the remaining LPPI grant funds of \$4,920.10 & to cover the difference in the cost with accommodation funds between the actual price and the LPPI grant funds for purchasing the refrigerator and freezer for the concession stand. 6 in favor/0 opposed/0 abstention. Motion carries

## **New Business**

### ***Town of Oakland Letter of Support***

Mayor Schlosnagle announced that Cindy Coddington, Town of Oakland clerk sent a request for a letter of support to send to Governor Wes Moore, advocating for funding in his upcoming budget for the expansion of the Oakland Community Center. He then read the draft letter to the council members.

**Motion #6:** (Council member Sines/Council member Kelley) Approval to send a letter of support for the Town of Oakland to Governor Wes Moore. 6 in favor/0 opposed/0 abstention. Motion carries

### ***FY24 Audit – Fraud Questionnaire***

Wanda distributed the FY24 audit fraud questionnaire for Jo Sheffield to the Mayor and Town Council members for their completion.

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

- The Garrett County Roads Department provided an 8-foot cement barrier, which will be installed at the top of alley #7 next to the Friendsville Pharmacy. Dred and Clint have prepared the barrier for the application of reflective tape.
- Mayor Schlosnagle arranged for Nathaniel Watkins to meet with the mayors last Wednesday, September 18, 2024, to discuss support from the County's IT department on cybersecurity for the municipalities. David Kordyban visited each town to evaluate their needs. The IT department can assist with internet networks, computers, cameras, and phones, but does not provide support for websites. They suggested that we switch to md.gov.
- Jamie Stemple's last day of employment was August 28, 2024.
- Mayor Schlosnagle attended the rededication of the Bethel Center, Mt. Lake Park, MD today at 1:30 p.m. in Oakland, MD. He shared the highlights of the event.
- Reminder: Variance ordinance public hearing will be on October 1, 2024, starting at 6:00 p.m. would like for council members to attend.
- The Garrett County School Foundation meeting was today, where 10 mini grants will be available. Applications will open on October 1, 2024, and the deadline for submissions is November 15, 2024.
- 2024 Fall Conference: Council member MacLane and Artice along with Mayor Schlosnagle will be attending and they will be staying at the Hotel on the property.

- 2025 Fall conference planning committee meeting on September 10, 2024, regarding speakers for the event. Any topics suggested please feel free to share. Mayor Schlosnagle recommended going back to using the card instead of the app.
- The Heritage Board will be meeting on Friday, September 27, 2024, at the Friend Family Museum; the council is welcome to attend.
- The Phi Delta Kappa organization donated the book "5 Minute Nature Stories" in memory of Jane Fox to the Friendsville Elementary School library.
- Mayor Schlosnagle discussed the potential for increased voting in the 21531 area. He reached out to Michael Llewelyn for further clarification.
- Michael Llewelyn is working with Rita Watson regarding the "Paugh" property ownership & payment for judicial probate.

**Committees Reports:**

- **Buildings:** Nothing
- **Safety:** Nothing
- **Streets & Sidewalks:** Council Members Sines, Kelley, and Hook looked at the sidewalk along Morris Avenue and there are some areas that need to be grinded off. There are concerns regarding the sidewalk in front of the brick house on First Avenue.
- **Community Park:** Nothing; pickle ball courts are being used. Town hall has received reports that children are playing inside the new concession stand. They are pushing in the plywood and entering the building.
- **Trees & Shrub:** Halian will be here on Thursday to plant the tree on Maple Street.
- **Economic Development:** Nothing

**Concerns of Council Members:**

The fence at the Kendal Trail; one of the wooden split rails is broken and sticking up.

The next Mayor & Town Council meeting will be on October 7, 2024.

**Adjournment:**

**Motion #7** (Council member Hook/Council member Sines): Approval to adjourn the meeting.  
6 in favor/0 opposed/0 abstention. Motion carries.

The meeting was adjourned at 7:46 p.m.

Respectfully Submitted,

*Wanda M. Guard*

Wanda M. Guard,  
Administrative Assistant, Clerk-Treasurer

Approved:  
*Jane R. Schlosnagle*  
Mayor  
10/7/2024