



*Mayor and Town Council
Town of Friendsville
Founded 1765*

P.O Box 9,
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Friendsville Mayor & Town Council Minutes
November 4, 2024

Attendance:

Spencer R. Schlosnagle, Mayor

Council President: Pamela Humberson

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

Citizens/Guests: Jennifer Uphold, Friendsville Pharmacy, Jamie Spano, Garrett County Health Department Outreach Worker, Lynn Aycock, Melissa Custer, Friendsville Library, Kim Alexander & Claire Sullivan, The Republican Newspaper.

Call to Order: Council President Humberson, convened the general meeting of the Mayor and Town Council on November 4, 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 – November 4, 2024

Addition to the agenda under new business: Block alley by concrete barrier.

Motion #1: (Council member MacLane/Council member Artice) Approval to accept the November 4, 2024, agenda with the addition.

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

Approval of the General Meeting Minutes – October 7, 2024

Motion #2: (Council member Kelley/Council member MacLane) Approval to accept the general meeting minutes for October 7, 2024, with no corrections.

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

To The Floor:

James Hyde, Maryland Mesonet – Weather Station (via telephone conference call)

The Maryland Mesonet's mission is to design, build, and operate a network of high-quality, closely spaced, rapid-sampling weather monitoring and data collection systems across the state to advance emergency preparedness, the accuracy of regional weather forecasts, and expedite disaster assessment and recovery.

Each mesonet site will measure air temperature, atmospheric pressure, relative humidity, wind speed and direction, solar radiation, rainfall, snow depth, and soil moisture and temperature at five depths, most at 1-minute intervals. The measurements are sent to data servers at the University of Maryland using cellular transmission. The automatic quality-controlled observations are transmitted in near real-

time to the National Weather Service and simultaneously available to emergency management personnel and Maryland citizens from the Mesonet [website](#).

Mesonet data will advance community risk assessment and emergency preparedness for impending extreme weather, improve regional weather forecasts by providing more accurate initial states for prediction models, and expedite post-event analysis for disaster declaration and recovery.

There will be three sites in Garrett County.

1. Friendsville
2. Bittinger (4-H Camp)
3. Oakland

Questions from the Council members to James Hyde:

1. Council member MacLane inquired about the vandalism liability clause in the agreement, specifically clarifying that the Town of Friendsville will not be held responsible for any vandalism that may occur.
2. A question was raised regarding the lighting for the double-wide 8-foot gate and the fencing surrounding the other three sides of the property.
3. It was asked whether the station could be relocated in the future if necessary.
4. The Council confirmed with James Hyde that there would be no costs incurred by the Town of Friendsville.
5. Council member Kelley inquired about the inspection process.
6. James Hyde shared that the weather station data could be integrated into the Town's website for public access.
7. Council members asked about the size of the station, which is 33 feet by 33 feet.
8. It was confirmed that groundskeeping responsibilities could remain the same, with maintenance limited to the inside area of the station.
9. A lock may be added to the gate, with the final decision to be made by the Mayor and Town Council.
10. The projected start date for the project is sometime between November and December.
11. James Hyde will remain the primary contact for any questions or concerns related to the project.
12. Mr. Hyde shared that there will be potential educational opportunities for local schools and the surrounding community related to the weather station.

Garrett County Let's Drive – Kim Alexander

Kim Alexander shared information about the **Garrett County Let's Drive** scholarship program, which is designed to help local students enroll in Driver's Education courses and obtain their driver's licenses. The program is a collaborative effort with **Community Action** and aims to provide financial assistance to students in need. Kim explained that the initiative will be supported by donations from local non-profit organizations, including potential contributions from the Town, to help cover the costs associated with the program and ensure that students have access to the necessary resources for driver's education.

Motion #3: (Council member Sines/Council member Kelley) Approval for a **bronze sponsorship** in the amount of **\$1,050** from the accommodation tax line, which will fund the opportunity for **three local students** to participate in a Driver's Education program and obtain their driver's licenses.
6 in favor/0 opposed/0 abstention. Motion carries

Greater Friendsville Business Association Winter Market – Jennifer Uphold

- **Light up the Town** will be held on Sunday November 17th at 2:00 p.m. The [Greater Friendsville Business Association](#) is looking for donations of fresh pine garlands or donations to help cover the costs to decorate the bridge on Maple Street for the holidays!
- **Winter Market** will be held on Friday, December 13th from 4:00 p.m. – 8:00 p.m. along the streets of vendors. Advertisement flyers & vendor registrations form are available.

Motion #4: (Council President Humberson/Council member Kelley) Approval for the Town of Friendsville to pay for the fresh pine garland for the Greater Friendsville Business Association.
6 in favor/0 opposed/0 abstention. Motion carries

Community Park Shade Cloths – Lynn Aycok

Lynn inquired about purchasing shade cloths and noted that Wayfair offers competitive prices. Mayor Schlosnagle explained that funding for the shade cloths would likely require applying for a ****Community Parks Grant****. Lynn asked about the next steps for moving forward with the purchase of the shade cloths. Mayor Schlosnagle indicated that the application for the grant could be considered in the future, though the exact timeline for submission was uncertain.

Garrett County Health Department, Community Health Outreach Worker – Jamie Spano

Jamie Spano began by expressing her gratitude to Mayor Schlosnagle for acknowledging her work and to Wanda for referring her to Lydia Yoder at AHEC West. Jamie shared that she recently participated in a Focus Group at the Root Café, which focused on conducting a needs assessment for the local community. During the discussion, she was able to address a variety of concerns commonly encountered in the area, including transportation, medical and dental care, food insecurity, childcare, employment, and housing, among other significant issues. Jamie also highlighted her efforts to connect the Focus Group team with her colleagues at the Health Department and noted that she had arranged a follow-up meeting with Heather Ross to further explore potential solutions and support for the community. On a side note, thanks to that meeting, she is now partnered with Heather to work with the school to provide Health Education Resources to the staff and students. Being that they've transitioned to a community school, the programs have changed a bit & we both believe we're going to be able to network much more effectively. She is REALLY excited for that opportunity!

Friendsville Library – Melissa Custer

In the past few weeks, there have been many changes with the transition from the old library to the Friendsville Senior Center. The library is now up and running at the Senior Center, providing services to the community. School programs will continue to be held at the school, while other community programs will take place at the Senior Center. Operating hours remain the same. The old library is now closed to the public. Updates on the move and other library-related news are being posted regularly on the website and Facebook pages. The start date for construction of the new library has not yet been determined.

Unfinished Business

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

Mayor Schlosnagle shared the email response from Mike Llewellyn to Wanda, dated 10/16/2024 **(Appendix A)**.

Resolution #2024-04

During the meeting, Mayor Schlosnagle read Resolution #2024-04 aloud. **(Appendix B)**

Motion #5: (Council member MacLane/Council member Artice) Approval to adopt **Resolution #2024-04** (A resolution of Friendsville Town Council adopting the Garrett County Multi-jurisdictional hazard mitigation plan, updated 2024).

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

Concession Stand/ADA Restroom – Update

Mayor Schlosnagle reported that on September 25th, Wanda emailed Terry Spear with Friendsville Volunteer Fire & Rescue Department that she received clarification from Tiffany DePaoli, DNR regarding the equipment payment process for the remaining grant funding in order to purchase the refrigerator and freezer. They need to bill the Town of Friendsville instead of to the Friendsville VFRD, in order to use the remaining grant funding. The grant funding cannot pay the FVFRD directly. Terry responded on September 25th, “Thanks, I will initiate the purchase and get the discount pricing for bulk order and let you know delivery timing.” As of tonight's meeting, no additional information has been received. Mayor Schlosnagle asked Council Member Kelley to follow up on the matter.

PACE – Funders Meeting Wednesday, January 15, 2025

Mayor Schlosnagle shared that Mountain Maryland PACE 2025 will take place on Thursday, January 16, 2025, and Friday, January 17, 2025, at the Westin Annapolis Hotel in Annapolis, MD. Mayor Schlosnagle suggested that the following could be addressed for 2025 for the Town of Friendsville at the funders meeting on Wednesday, January 15, 2025:

1. Funding for a new truck
2. Sidewalk improvements
3. Drainage mitigation

New Business

Weather Station – James Hyde, Maryland Mesonet

Motion #6: (Council member MacLane/Council member Artice) Approval to move forward with the License Agreement for a Mesonet Station between the University of Maryland, College Park, an instrumentality of the State of Maryland and the Town of Friendsville for a weather station at the recreational parking area.

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

AL/GAR MML Dinner Meeting – November 13, 2024

Six will be attending the dinner meeting on November 13th.

1. Pam Humberson
2. Randy Humberson

3. Sheryl MacLane
4. Michael Artice
5. Spencer Schlosnagle
6. Ed Kelley

Request Payment for Approval for Accrued Annual Leave

Motion #7: (Council member MacLane/Council member Artice) Motion to approve Clint Suter's request to carry over 16 hours of accrued time from 2024 to 2025 and to be compensated for 40 hours, and to approve Dred Lowdermilk's request to carry over 40 hours of accrued time from 2024 to 2025. 6 in favor/0 opposed/0 abstention. Motion carries

Katherine Phillips, DNR – Sugar Maple Tree on Chestnut Street

Mayor Schlosnagle shared that Katherine Phillips recommended that the tree should be removed and replaced.

Blocked Alley by Concrete Barrier

Mayor Schlosnagle shared emails received from a concerned citizen regarding the barrier.

Mayor's Report:

- Garrett Equipment Rental the cost was \$510 instead of \$550 for the installation of the emergency lighting system on the Ford F150 truck.
- Council member MacLane and Mayor Schlosnagle will be attending the fall MML Conference in Cambridge, MD. Council member Artice is unable to attend, unfortunately we were not able to find anyone else to go. The hotel reservation was cancelled, and no refund was issued for the conference reservation made for Council Member Artice.
- Mayor Schlosnagle shared that the fence has been repaired for the trail.
- Mike Llewellyn recommended there is no need to change the deed for the water and wastewater deed property.
- 10/21 & 10/22/2024 Day Trip – Secretary of DHCD, Jake Day toured Garrett County and Mayor Schlosnagle traveled with the group around the county.
- On 10/15/2024, vandalism occurred in the men's restroom at the community park, where the partition was kicked out. A quote for repairs was obtained from Cornerstone Construction. Officer Barnes investigated the incident, and the responsible juvenile was charged.
- Mike Llewellyn is working with Rita Watson to open the estate of the Paugh property.
- 11/11/2024 Veterans Day Breakfast at Friendsville Elementary School.
- 11/10/2024 Old Fashion Hymn Sing – Support the Veterans Memorial
- Christmas Judges will be needed for the event.
- Greater Friendsville Business Association has available rack cards.
- Autumn Glory – assisted in the parade with young people carrying the signs for the winners in the parades.

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 October.

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 November 18, 2024.

Adjournment:

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

The meeting was adjourned at 8:15 p.m.

Respectfully Submitted,

Wanda M. Guard

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Approved :

Edward Schlanack
Mayor

11/18/2024

Appendix A

From: [Mike Llewellyn](#)
To: [Town of Friendsville](#)
Cc: [Spencer R. Schlosnagle](#)
Subject: RE: Request for Guidance on Sale of Real Property
Date: Monday, October 14, 2024 2:55:02 PM
Attachments: [image001.png](#)
[Resolution - Declaration of Surplus Property.docx](#)

Wanda,

Answers to your questions in red below.

1. The necessary steps I must take to advertise the sale properly.

The sale of real estate by a municipality is governed by Section 5-204 of the local government article.

First, the Town Council has to “determine that the property is no longer needed for public use.” Some towns pass a resolution that states that the property is no longer needed for a public purpose. At the very least, the minutes should reflect that the Council made this determination (i.e., “Councilperson X made a motion to declare the property surplus and not having any further public use and to advertise the property for sale via a public bid process.”) A sample resolution I have used for the Town of Westernport is attached. It also has some language you can use for the advertisement.

Second, you can bid this however you normally bid out a project. At the very least, advertise in the Republican newspaper. Section 5-204 requires 20 day’s public notice for any sale of the property. So make sure that your bid language places the opening of bids at least that far out. I always advise giving a little extra time (i.e., 30 days from the date of the first publication in the paper). Feel free to get the word out in other ways. The newspaper is just a safe way to ensure a record of compliance with Section 5-204.

2. Any legal considerations or implications associated with the stipulation that the town can reject offers.

Just put this in the public notice and it will be fine. “The Town reserves the right to reject all bids.”

3. Recommended timelines for the advertisement and sale process.

See above. You cannot sell it for at least 20 days after the first notice hits the newspaper.

I hope this helps!

Michael A. Llewellyn, Esq.
21 Prospect Square
Cumberland, Maryland 21502
301-777-1515 (Main)
301-777-0532 (Fax)
mllewellyn@gmpglaw.com



From: Town of Friendsville <info@friendsville.org>
Sent: Monday, October 14, 2024 10:25 AM
To: Mike Llewellyn <mllewellyn@gmpglaw.com>
Cc: Spencer R. Schlosnagle <srschlosnagle@gmail.com>
Subject: Request for Guidance on Sale of Real Property

Dear Mr. Llewellyn,

I hope this message finds you well. I am reaching out for your guidance regarding the sale of real property as discussed in the recent Mayor & Town Council meeting on October 7, 2024.

During the meeting, a motion was made to approve the advertisement for the sale of property account #02018519, Map 300, Parcel 080, with the stipulation that the Town of Friendsville retains the right to reject any offers. I want to ensure that we proceed in compliance with all legal requirements and best practices.

Could you please provide advice on the following:

1. The necessary steps I must take to advertise the sale properly.
2. Any legal considerations or implications associated with the stipulation that the town can reject offers.
3. Recommended timelines for the advertisement and sale process.

Thank you for your assistance with this matter. I look forward to your expert guidance.

Best regards, Wanda

Wanda M. Guard

Administrative Assistant, Clerk-Treasurer
Town of Friendsville
P. O. Box 9
945 Community Drive
Friendsville, MD 21531

Town Hall Hours: Monday – Thursday 9:00 a.m. – 3:00 p.m.
Town Hall Phone Number: 301.746.5919
Email: info@friendsville.org



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Resolution #2024-04

TOWN OF FRIENDSVILLE

A RESOLUTION OF FRIENDSVILLE TOWN COUNCIL ADOPTING THE GARRETT COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN, UPDATED 2024.

WHEREAS the Council recognizes the threat that natural hazards pose to people and property within the Town of Friendsville; and

WHEREAS the town has prepared a multi-hazard mitigation plan, hereby known as the Garrett County Multi-Jurisdictional Hazard Mitigation Plan, updated 2024, in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS the mitigation plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the town from the impacts of future hazards and disasters; and

WHEREAS adoption by the Town Council demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Garrett County Multi-Jurisdictional Hazard Mitigation Plan, updated 2024.

NOW, THEREFORE. BE IT RESOLVED THAT:

The Town of Friendsville, Friendsville, MD formally adopts the Garrett County Multi-Jurisdictional Hazard Mitigation Plan, updated 2024. While the content related to the town may require revisions to meet the plan approval requirements, changes occurring after adoption will not require the Council to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

DULY ADOPTED BY A MAJORITY VOTE OF THE MAYOR AND TOWN COUNCIL OF FRIENDSVILLE, MARYLAND, THIS 4TH DAY OF NOVEMBER 2024.

Town of Friendsville
Resolution #2024-04
Adoption of the Garrett County Multi-jurisdiction Hazard Mitigation Plan, Updated 2024.

ATTEST/WITNESS:

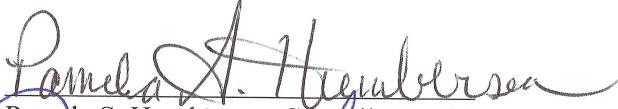
APPROVED:



Wanda M. Guard,
Administration Assistant, Clerk-Treasurer



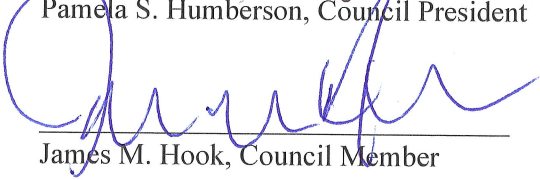
Spencer R. Schlosnagle
Mayor



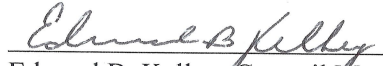
Pamela S. Humberson, Council President



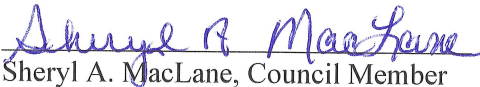
Michael E. Artice, Council Member



James M. Hook, Council Member



Edward B. Kelley, Council Member



Sheryl A. MacLane, Council Member



Robert H. Sines, Council Member

I certify the foregoing resolution was duly passed and adopted by the Mayor and Town Council at a regular meeting held this 4th day of November, 2024; I further certify this reproduction is an accurate facsimile of the said resolution; and I further certify I am the Clerk of the said Mayor and Town Council charged with the responsibility of keeping and recording all minutes, records and acts of the Mayor and Town Council; and I further certify Spencer R. Schlosnagle, Pamela S. Humberson, Michael E. Artice, James M. Hook, Edward Kelley, Sheryl A MacLane and Robert H. Sines to be the appropriate officials to sign the said resolution.



Wanda Guard
Administrative Assistant, Clerk-Treasurer