



*Mayor and Town Council  
Town of Friendsville  
Founded 1765*

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**Friendsville Mayor & Town Council Minutes**  
**November 18, 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:** Deputy Andrew Kyle, Karen Meyers, Devin Barroga, Jo Sheffield, Jamie Spano, Sydney Thomas, Lynn Aycock, Stormi Martin, Marlin Reese, Mary Martin, Claire Sullivan, The Republican Newspaper, Eza Duncan Haeli Gustafson & Jennifer Uphold.

**Call to Order:** Council President Humberson, convened the general meeting of the Mayor and Town Council on November 18, 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 18, 2024***

**Motion #1:** (Council member MacLane/Council member Kelley) Approval to accept the November 18, 2024, agenda with no additions.

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

***Approval of the General Meeting Minutes – November 4, 2024***

**Motion #2:** (Council member MacLane/Council member Kelley) Approval to accept the general meeting minutes for November 4, 2024, with no corrections.

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

**To The Floor:**

***Deputy Andrew Kyle***

Deputy Kyle of the Garrett County Sheriff's Department shared the Town of Friendsville's incident report for October. During the month, there were a total of nine occurrences, including six community patrols, one animal complaint, one process served, and one sex offense currently under investigation. It was noted that during the monthly mobile market event, an off-leash dog caused issues for participants. The Deputy advised that such concerns should be reported by calling **301-334-1911**. It was also brought to his attention that youth are entering the "Old Mill" building which is boarded up and a private building. Mayor Schlosnagle emphasized the importance of continued patrols at the Community Park. Additionally, Jennifer Uphold announced that the Greater Friendsville Business Association (GFBA) will host a "Winter Market" on the streets of Friendsville event on December 13th from 4:00 PM to 8:00 PM, and she requested additional law enforcement presence for the event.

***Karen Meyers, Deep Creek Lake Centennial Celebration***

Karen Meyers provided an update on the DCL100 Committee, which is dedicated to celebrating 100 years of Deep Creek Lake (1925–2025) and working to preserve its heritage for future generations. For more information and to join their mailing list, visit <https://dcl100.com/about/>. She outlined the monthly events planned for 2025 to commemorate this milestone. Karen also noted that a parade float was created for the celebration and made its debut at the 2024 Autumn Glory Festival. The float will be available for use in community parades throughout 2025. Additionally, it was agreed that the town would obtain 15 flags, each measuring 30" x 60", to promote the celebration. Karen concluded her presentation by reminding Mayor Schlosnagle & the council members of their earlier commitment to participate in the boat challenge. She confirmed she would provide the pontoon boat for the boat parade.

***Devin Barroga, The Pride Festival***

Devin Barroga, chairperson of Garrett County Pride (GCP), provided an update on the organization and its plans for the 2025 festival. GCP is a nonprofit organization that successfully hosted its first festival in June 2024 at Mt. Lake Park, drawing approximately 400 participants. Devin explained the decision to move the 2025 festival to Friendsville Community Park, citing the park's ability to boost the local economy, provide a welcoming and functional space, foster community collaboration, and offer convenient facilities. Several GCP board members attended the meeting in support of the proposal.

The 2025 festival is planned for June 14, 2025, with tentative timing adjustments from last year's schedule of 12:00 PM to 4:00 PM for the main event and a private after-party. There will be no entry fee for the event, and local food vendors will be supported. It was noted that the entire park would be needed for the event. More information of the group can be found at their website located at <https://garrettcountypride.org/>

Wanda shared that additional liability insurance will be required, and she can provide information on how to obtain it. Mayor Schlosnagle reminded the group of the town's 10:00 PM noise ordinance and emphasized the need to work with Debbie Owston, GC L to obtain a permit if alcohol will be served. The permit fee is \$35.00.

Mayor Schlosnagle shared that they will need to work with the town's maintenance employees, Dred Lowdermilk & Clint Suter regarding setting up the event.

Devin shared the GCP mission & purpose statements:

"The mission of the organization is to promote love, acceptance, equity, and diversity of the LGBTQIA+ community by educating the community, honoring LGBTQIA+ heritage, advocating for LGBTQIA+ culture, and celebrating our diverse society in Garrett County and Western Maryland. Garrett County Pride strives to create safe spaces, provide education, and end discrimination against LGBTQIA+ individuals while lifting the voices of the community. GCP envisions a world where lesbian, gay, bisexual, transgender, and queer people (as well as those who use different language to describe identity) are ensured equity and embraced as full members of society at home, at work, and throughout the community of Garrett County and Western Maryland."

Purpose Statement:

"By organizing events (including Garrett County Pride Festival), providing education, and creating safe places in our community, Garrett County Pride (GCP) strives to end discrimination against LGBTQIA+

people, work towards a world of acceptance & equity for all, and lift the diverse voices of the community. GCP envisions a world where lesbian, gay, bisexual, transgender, and queer people (as well as community members who use different language to describe identity) are ensured equity and embraced as full members of society at home, at work, and throughout the community of Garrett County and Western Maryland.”

**Motion #3:** (Council member MacLane/Council member Kelley) Approval for Garrett County Pride, Inc. (GCP) to use the entire Community Park on June 14, 2025, with the park rental fee waived but alcohol permit and fee will be required.

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

***Jo Sheffield, CPA – FY2024 (2023-2024) Financial Audit***

Jo Sheffield, CPA attended the meeting to go over her annual audit and financial statement for FY2024. Mrs. Sheffield has issued a clean opinion in her report. There were no concerns from council members.

***Jamie Spano, GCHD Community Health Outreach Worker***

This past Saturday, November 16th, I hosted a table along with Wanda & Council member MacLane at the FES “Turkey Trot,” where we shared information about hydration, the importance of drinking water, and tips for staying healthy. The next Community Watch meeting is scheduled for December 21, 2024. Currently, I am collaborating with the Judy Center at Friendsville Elementary School to organize Christmas activities for December.

***Jennifer Uphold, Greater Friendsville Business Association***

Jennifer reminded the group of the upcoming activities, including the Winter Market on December 13th, and encouraged everyone to continue lighting up the town for the holidays. The next meeting is scheduled for Thursday, December 21st, at the Root Café. The Mayor and Town Council also expressed their appreciation for the garland on the bridge, noting how beautiful it looks.

**Unfinished Business**

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

Mayor Schlosnagle stated that there are no updates at this time.

***Concession Stand/ADA Restroom – Update***

Council member Kelley shared a picture of the appliances that were received and placed in the building; he will check with Terry regarding the status of the refrigerator and freezer invoice for Wanda. Mayor Schlosnagle reminded the group that the lights need to be turned off and doors need to be locked.

***AL/GAR MML Dinner Meeting – November 13, 2024***

Mayor Schlosnagle, Council members MacLane, Humberson, Artice & Kelley attended the meeting. The legislative representatives were not able to attend due to family matters.

***Holiday Gathering RSVP – November 25, 2024***

Gentle reminder that Wanda will need to know who will be attending by Monday, November 25<sup>th</sup>.

***PACE – Funders Meeting Wednesday, January 15, 2025***

Mayor Schlosnagle will present the following to funders at the meeting:

- Enhancing sidewalks and addressing drainage
- 1-Ton Maintenance Vehicle

Mayor Schlosnagle shared that Tiffany R. DePaoli, Administrator III, Land Acquisition and Planning Maryland Department of Natural Resources will be attending the funders meeting to speak to the group regarding handling the funding process. Town of Friendsville is interested in knowing how the grant for the Friendsville Community Park Restroom Renovation CPP#7719-11-314 MD20240516-0356 (\$241,604) project payment process will be handled next year.

If you have anything else to add to the list, Mayor Schlosnagle will need it by December 2, 2024, to submit to Robin Bernard.

**New Business**

***Jess Whittemore***

Jess was unable to attend the meeting in person due to a family matter. However, he requested that the Mayor and Town Council consider sending a letter to Senator McKay and Delegate Hinebaugh to arrange a meeting shortly after the Thanksgiving holiday to discuss the significance of the Youghiogheny River to Friendsville.

**Motion #4:** (Council member MacLane/Council member Sines) Approval to send letters to Senator McKay and Delegate Hinebaugh to arrange a meeting to discuss the significance of the Youghiogheny River to Friendsville. 6 in favor/0 opposed/0 abstention. Motion carries.

***Maryland CDBG Program | FHEO Forms – Robin Bernard, Circuit Rider***

Mayor reviewed the Maryland CDBG Program | FHEO Forms for Robin Bernard, Circuit Rider and explained that these forms are necessary when applying for grant funding.

**Motion #5:** (Council member MacLane/Council member Kelley) Approval to adopt the Fair Housing and Equal Opportunity Plan, Minority Business Plan, Residential Anti-Displacement and Relocation Assistance Plan, and Section 3 of the MD CDBG Program | FHEO Forms effective for a 3-year period until November 18, 2027. 6 in favor/0 opposed/0 abstention. Motion carries.

**Motion #6:** (Council member MacLane/Council member Artice) Approval to adopt the Citizen Participation Plan of the MD CDBG Program | FHEO Forms effective for a 5-year period until November 18, 2029. 6 in favor/0 opposed/0 abstention. Motion carries.

**Committees Reports:**

- ***Buildings:*** Nothing
- ***Safety:*** “Old Mill” and youth entering the building; Mayor Schlosnagle will reach out to the owners.
- ***Streets & Sidewalks:*** Parking has been occurring on Alley #7 since it has been closed. Rescue Squad driver reported that had to back up to get out of the Alley since they were not aware of the closure. Highway User Funds are received for this alley and all the roads within the town limits.

**Motion #7:** (Council member Kelley/NO SECOND) Approval to send a letter that parking is not allowed in the Alley #7 and that they park in the parking lot behind the building.

Since the motion was not seconded the motion was not considered.

**Motion #8:** (Council member MacLane/Council member Hook) Approval to take down the barrier on Alley #7 and put up the one-way sign. 4 in favor/2 opposed/0 abstention. Motion carries.

- **Community Park:** All nets on the courts are down; Council MacLane asked about the signs on the fence door of the courts. It was determined that signs should be put up again. Wanda shared that in the past, the practice has been not to notify individuals or groups about events scheduled to take place at the community park, and she believes this is a precedent we should continue. The park is a public space, and it is the responsibility of attendees to stay informed about activities happening there. Introducing notifications would create challenges in maintaining fairness, as we cannot selectively decide who to notify without risking bias or inconsistency. Furthermore, the public nature of the park means that events are open and accessible to all, reinforcing the idea that personal awareness is key for those utilizing the space.
- **Trees & Shrub:** Nothing
- **Economic Development:** Nothing

#### Mayor's Report:

- Bobby Witt will be leaving the County position with Water and Wasterwater.
- An acknowledgment letter was received from GC CAC for the Let's Drive donation.
- No additional information has been received regarding the hearing and/or punishment/restitution for the Community Park men's bathroom case.
- Mayor Schlosnagle shared clarification of the annual leave policy from the policy manual.
- Mayor Schlosnagle arrange a meeting with Potomac Edison Power MD to discuss LED lighting for the Community Center section of the building. Elaine Hinebaugh will also be attending the meeting.
- Efforts are ongoing to arrange the removal of the tree from the Youghiogheny River under the bridge. Coordination with the Army Corps of Engineers will be necessary, as Garrett County, the Maryland State Highway Administration, and the Maryland Department of Natural Resources are unable to assist with the removal.
- The City of Cumberland will be coming on Tuesday, November 19<sup>th</sup> to clean out the storm drains in town.
- Garrett County Government Public Utilities is aware of the broken fire hydrant, and they have painted a white line around it. Mayor Schlosnagle will have the maintenance place a flag at the site.
- Weather Station is on hold. Received notification today from Bruce Metz that a special exception will be needed to approve the permit request. Notified James Hyde who is working with us to obtain the necessary information for Bruce. Mayor Schlosnagle will need to schedule a meeting with the Planning Commission members who then will present their findings to the Zoning Board of Appeal Members. A public hearing will need to be scheduled and advertised.

- The Town of Friendsville Zoning Ordinance needs to be updated. Mayor Schlosnagle is collaborating with Cindy Stone to secure funding to move forward with the process of rewriting it.
- Mike Llewelyn is still working on the Paugh Property, no additional updates currently.
- The properties located at 253 & 254 Maple Street have been sold.

The next Mayor & Town Council meeting will be on December 2, 2024, starting at 6:00 p.m.

#### Upcoming Important Dates

- Notice of Voter Registration – Tuesday, December 10, 2024, 6:00 p.m. – 8:00 p.m.
- Petition of Office – Due no later than 12:00 noon on Monday, January 13, 2024
- 2025 Election – February 11, 2025

#### Adjournment:

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

The meeting was adjourned at 8:20 p.m.

Respectfully Submitted,

*Wanda M. Guard*

Wanda M. Guard,  
Administrative Assistant, Clerk-Treasurer

*Approved:*

*Spencer R. Schlosnagle*  
Mayor

*12/02/2024*