

Friendsville Town Council Minutes
July 17, 2023

Attendance:

Mayor Spencer Schlosnagle, and Wanda Guard, Administrative Assistant/Clerk/Treasurer. Council members: Pamela Humberson, Michael Artice, Edward Kelley, Sheryl MacLane, and Zachary Trautwein. Public: Carolyn McGehee and Claire Sullivan, the reporter from The Republican newspaper.

Call to Order: Council President Humberson called July 17, 2023, the general meeting of the Mayor and Town Council to order at 6:03 p.m.

Invocation/Pledge of Allegiance: All attending the meeting recited the Lord's Prayer and the Pledge of Allegiance.

Motion #1: (Councilman Artice/Councilman Trautwein): Accepted the July 17, 2023, agenda. 5 in favor/0 opposed/0 abstention. Motion carries.

Motion #2: (Councilwoman MacLane/Councilman Artice): Approval of June 14, 2023, FY24 budget hearing meeting minutes. 5 in favor/0 opposed/1 abstention. Motion carries.

Motion #3: (Councilwoman MacLane/Councilman Kelly): Approval of June 19, 2023, general meeting minutes. 5 in favor/0 opposed/0 abstention. Motion carries.

Motion #4: (Councilwoman MacLane/Councilman Kelly): Approval of June 29, 2023, closed session meeting minutes. 5 in favor/0 opposed/0 abstention. Motion carries.

To The Floor:

Carolyn McGehee, a new resident of Friendsville, shared with the Town Council Members her concerns and issues that she is having with Garrett Transit Transportation, the WIC program, and finding a job in the area since she has limited resources. Mayor Schlosnagle shared that he will share her story with Community Action, and Councilwoman Humberson suggested that she reach out to Carrie Wampler and/or Stephanie Mayle with the Judy Center.

Unfinished Business:

Wanda shared that as of 06/30/2023, the A/R accounts that were reviewed on June 29, 2023, have been processed, a statement was mailed, or a journal entry was applied to the account.

Program Open Space (Recreational Park Pavilion) - Rob Finn with American Landscape Structures called on July 11, 2023, to verify if we were still interested in purchasing the 12x20 pavilion. Wanda spoke with Siera Wigfield with Program Open Space regarding the status of the grant. The commissioners approved the request. The award letter and application should be sent out this month. After receiving the application, DNR will take 6 weeks to process. The grant is a 10/90 grant, the Town of Friendsville will be responsible for the 10%. The council decided to wait until we receive the confirmation letter before moving forward with purchasing the pavilion. Wanda will notify Rob Finn.

Program Open Space, Community Parks & Playground (Restroom & Electric Room) – This grant will need to be submitted on August 23, 2023. A detailed proposal would need to be submitted. The grant award will be announced in May 2024. Bids will need to go out. The funds will be for FY2025. The grant is to be for a project with a 20-year lifespan.

New Business:

Claire will advertise the Comprehensive Plan Public meeting on Thursday, September 21, 2023, at FVFRD 6:00 p.m. – 7:30 p.m. Wanda will continue to share on Facebook and in the newsletter. Wanda shared that the event was created on the town website as an event.

Mayor Schlosnagle announced that the next meeting of the Allegany and Garrett County Chapter of the Maryland Municipal League is scheduled for Wednesday, August 23, 2023 and is being hosted by the Town of Grantsville at Penn Alps, 125 Casselman Road, Grantsville, MD 21536. 5:30 pm – Meet & Greet, 6 pm – Dinner, 6:45 – Business Meeting. The menu consists of: Roast Beef, Mashed Potatoes, Green Beans, Full Soup & Salad Bar, Dessert Bar, Homemade Rolls, Ice Cream & Drink. RSVP no later than August 16, 2023.

Mayor Schlosnagle received two proposals for the electrical work on Pavilion #2 in the Community Park. 1. Doug Ringer (\$447.05) 2. Kody Suter (\$1,048.85)

Motion #5: (Councilman Kelly/Councilman Trautwein): Approval to accept the proposal from Doug Ringer (\$447.05) for the electrical work on Pavilion #2 in the Community Park.

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

Mayor Schlosnagle recommended that the four grills in the Community Park be replaced since they are in bad condition. He shared pictures of the old grills with the council. Wanda researched online and found that 4 pedestal grills 3/16" Thick 15" x 20" with 2/3/8" pedestal & adjustable grate standard inground mount can be purchased from Summit Supply Corp of Colo. for \$1815.54.

Motion #6: (Councilman Trautwein/Councilwoman Humberson): Approval to purchase the four grills from Summit Supply Corp of Colorado for \$1815.54.

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

A quote from Ryan Evans with CHIPS Network for the following:

- 1 ThinkPad 14 \$889.99
- 1 ThinkPad Docking Station \$199.99
- 1 Wireless Keyboard & Mouse \$39.99

Wanda explained to the Council Members that the current system will be moved to Mayor Schlosnagle's office, and she will use the new system in the front office and be able to take minutes and access QuickBooks & documents during the council meetings. This will allow Mayor Schlosnagle to have a system to access as needed. Wanda will donate a monitor to the town to use with the new system.

Motion #7: (Councilman Artice/Councilman Kelly): Approval to purchase the electronic equipment from CHIPS Network totaling \$1,129.97.

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

Mayor's Report:

- Ron & Linda Nair volunteers with The Friend Family Association of America scraped, sanded, and painted the railing in front of the building. We appreciated what they did with the railing. They asked permission to scrape and paint the windows, Mayor Schlosnagle explained to them that the Town is hoping to receive a grant to do the work

- on the windows, so he recommended that they not do anything at this time.
- Councilwoman Humberson & Mayor Schlosnagle will be meeting with Carol.
- Program Opens Space grant was submitted on ~~06/31/2023~~ 05/31/2023. *(S2)*
- Community Legacy grant was submitted on 06/15/2023.
- Newsletter – July's was sent out on 7/12/2023; it is available by email, website, & Facebook. We have 31 subscribed to the newsletter. Analytics – 50 views of the newsletter. Mayor Schlosnagle asked the council to share that the Town of Friendsville is doing a monthly newsletter.
- On 7/2/2023, the Town of Friendsville received a thank you/appreciation email from an EV charging station user.
- Friendsville Days – Wanda shared that she created a line item in QuickBooks to track the discounts that are given throughout the year for events. Wanda recommended that the Town Council give them a discount for the use of the park for the two days which would be \$1,000.00 since it is a community event and ask the Friendsville Day committee to recognize the Town of Friendsville as a gold sponsor.

Motion #8: (Councilman Trautwein/Councilwoman MacLane): Approval to discount the Friendsville Day Committee \$1,000.00 on their invoice and ask them to recognize the Town of Friendsville as a gold sponsor. 5 in favor/0 opposed/0 abstention. Motion carries.

- Mayor Schlosnagle shared that Andrew Fike is the interim President of the Chamber of Commerce and they published Garrett County & Deep Creek Lake magazine which highlighted the Town of Friendsville several times in the magazine.
- Town of Friendsville was recognized as a 2023 Banner City at the summer MML Conference.
- Councilman Artice, Councilwoman MacLane, and Mayor Schlosnagle attended several meetings and classes throughout the day at the Summer MML Conference.
- Maryland Tourism Coalition membership fee is \$250.00 based on calendar year. Mayor suggested that we should wait to join the membership until January since it is based on the calendar year.
- Mayor Schlosnagle spoke to a couple of vendors at the MML conference regarding resurfacing the tennis court and painting the courts for tennis and pickleball. The council discussed the options to resurface the courts.
- Thomas Vose confirmed that they received the green light to move forward with the new library.

Clerk's Report, Payables, & Receivables

The council members reviewed June's clerk's summary and QuickBooks expense, income & salary reports.

Motion #9: (Councilwoman MacLane/Councilman Artice): Approval to process a refund to park rental fees if we receive a notice of cancellation in advance of the event. 5 in favor/0 opposed/0 abstention. Motion carries.

Motion #10: (Councilwoman MacLane/Councilman Trautwein): Approval to accept the clerk's report, payables, receivables & salaries for the month of June. 5 in favor/0 opposed/0 abstention. Motion carries.

Committees Reports:

- Buildings: Nothing

- Safety: Nothing
- Streets & Sidewalks: State Highway Administration is sandblasting rust off and painting the 68 bridge which is above First Avenue.
- Community Park: Council reviewed the solar lighting that Councilman Trautwein suggested for the park, and he felt that they were the best. There are 4 packs of lights and will mount any type of poles for \$378.00 - 20,000 lumens per light which will be attached to existing poles. Remote to turn on and off. Coverage 1,380 square feet. Councilman Trautwein pointed out that an additional bracket may need to be made to mount them to our poles. The lights are waterproof.

Motion #11: (Councilman Artice/Councilwoman MacLane): Approval to purchase 4 solar lights for the Community Park for \$378.00. **5** in favor/0 opposed/0 abstention. Motion carries.

- Trees & Shrubs: Councilwoman Humberson reported that the power company is trimming trees along the power lines, and they have not cleaned up the debris at some of the residents. Councilman Kelley will talk with them regarding the cleanup of the debris.
- Economic Development: Nothing

Concerns of Council Members: Councilwoman MacLane shared with the council an incident that she witnessed with a young child in the community.

Mayor Schlosnagle shared that we will be sharing the Yough River Local Advisory Board emails from John Bambacus with the council members to keep them up to date on the details.

Deputy Dudok contacted Billie & Alan Johnson (Kamp Farm) regarding the cattle/bull that has been getting out and coming into the Community Park, school, and on other residents' property. The Town Hall has received several phone calls from residents in the past months that there are cattle in the park. Wanda spoke with Mr. & Mrs. Johnson regarding possible resources & education with NRCS, UMD Extension, and & FSA and gave them the agencies' contact information.

Next Meeting: The next town council meeting will be on August 7, 2023, starting at 6:00 p.m.

Adjournment: The meeting was adjourned at 8:25 p.m.

Respectfully Submitted,

Wanda M. Guard

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Approved:

Samuel R. Schlosnagle, Mayor
8/7/2023