



*Mayor and Town Council
Town of Friendsville
Founded 1765*

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

Friendsville Mayor & Town Council Minutes
May 5, 2025

Attendance:

Spencer R. Schlosnagle, Mayor

Wanda Guard, Administrative Assistant, Clerk-Treasurer

Council Members: Michael Artice, Pam Humberson, Edward Kelley & Robert Sines

Citizens/Guests: Vicki Bowser, Lynn Aycok, Ami Jaramillo, Terry Spear, & Jennifer Uphold.

Call to Order: Pamela Humberson, Council President, convened the general meeting of the Mayor and Town Council on May 5, 2025, at 7:00 p.m.

Openings: 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 – April 21, 2025

Motion #1: (Council member Artice/Council member Kelley) Motion to approve the May 5, 2025, agenda with the correction that the date for street sweeping be changed from May 7 to May 6.
4 in favor/0 opposed/0 abstention. Motion carries.

Friendsville Community Park Restroom/Electrical/Storage Facility Bid Packet Opening

The pre-Bid meeting was held on April 21, 2025, at which time bid packets were distributed to the interested parties with the essential project information. The Notice of Bidders was advertised in The Republican issues April 10 and April 17, 2025. The Town of Friendsville received one bid packet from Beitzel Corporation. The packet was opened & reviewed by the Mayor & Town Council members. Motion was tabled to later to allow members to review the packet.

Approval of the General Meeting Minutes – April 21, 2025

Motion #2: (Council member Artice/Council member Sines) Approval of accepting the general meeting minutes for April 21, 2025, with no corrections.
4 in favor/0 opposed/0 abstention. Motion carries.

Approval of the Special Meeting Minutes – April 24, 2025

Motion #3: (Council member Bob/Council member Artice) Approval of accepting the special meeting minutes for April 24, 2025, with no corrections.
4 in favor/0 opposed/0 abstention. Motion carries.

To The Floor

Vicki Bowser

A concerned citizen would like to bring to the attention of the Mayor and Town Council an ongoing issue at the Community Park, where young youth have been repeatedly intimidating and harassing other children while they are trying to play. She, along with other members of the community, has already reported the matter to the apartment building management as well as the local police. While the Mayor and Council understand and share her concern for the safety and well-being of the children, they have advised that this matter falls under the authority of the police and encourage her and others to continue working with law enforcement to ensure it is properly addressed.

Terry Spear, Friendsville Volunteer Fire & Rescue Department

Terry shared that all items in the building have been insured through the Fire Department, except for the refrigerator and freezer. Wanda informed the group that these two appliances have already been added to the Town of Friendsville's insurance policy. Terry also expressed an ongoing concern about the hole around the pipes, which has not yet been sealed with cement, leaving the building vulnerable to animals entering. Wanda will follow up with the contractor regarding this issue. Council members also requested that she contact Jonathan with Cornerstone Construction to inform him that the caulking and sealing of the holes should be completed by the contractor.

Ami Jaramillo

A citizen has raised a concern about a large tractor trailer that is regularly parked on Walnut Street in front of her home, which she believes should not be allowed in a residential area. She attempted to speak with the driver about the issue but was met with rudeness and hostility, and her efforts to resolve the matter directly were unsuccessful. She does not feel safe. She also contacted the local police regarding the situation. Ami is questioning whether the town has any ordinances or policies that prohibit the parking of large commercial vehicles in residential zones. Mayor Schlosnagle acknowledged that this has been an ongoing issue with other trucks throughout town and do not have a designated parking lot for them to park. He assured Ami that the Code Enforcement Office would investigate. Wanda emailed the Code Enforcement Office with Ami's complaint this morning. She is particularly frustrated that this activity is allowed in a residential neighborhood and is determined to pursue the matter as far as necessary to see it resolved.

Unfinished Business

Ordinance No. O-2025-02 Uninhabitable Buildings Ordinance Amendment ~ 1st Reading ***(Appendix A)***

Mayor Schlosnagle read the ordinance aloud to the group. A notice regarding the ordinance was published in **The Republican** newspaper on May 8 and May 15, and a copy has been available for public review at Town Hall. The public hearing and second reading are scheduled for May 19, 2025, at 5:45 p.m.

Friend Family Museum Estimate (Appendix B)

Council member Kelley, Council member Sines and Mayor Schlosnagle meet with Rick Beal regarding the repairs needed at the Friendsville Family Museum. The Town of Friendsville received an estimate from Rick Beal on 05/01/2025 for the Friend Family Museum work in amount of \$400.00 and an estimate for porch and step repair \$1,150.00 totaling \$1,550.00.

Motion #4: (Council member Sines/Council member Kelley) Approval to accept Rick Beal's estimate of \$1,550.00, to be funded through the Community Legacy Grant.

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

AL/GAR MML Chapter Meeting

The meeting is scheduled for Wednesday, May 14, 2025, and is being hosted by the Town of Lonaconing. Guest speakers will be Senator Mike McKay, Delegate Jason Buckel and Delegate Jim Hinebaugh on the 90-day session.

New Business

Ordinance No. O-2025-03 FY2026 (7/1/2025-6/30/2026) Budget ~ 1st Reading (Appendix C)

Mayor Schlosnagle read the ordinance aloud to the group. A notice regarding the ordinance was published in The Republican newspaper on May 8 and May 15, and a copy has been available for public review at Town Hall. The public hearing and second reading are scheduled for May 19, 2025, at 7:00 p.m.

Clerk's Report ~ April's Summary & QuickBooks Income, Expense, & Salary Reports

Motion #5: (Council member Sines/Council member Artice) Approval to accept the clerk's report, payables, receivables, and salary summary for the month of April.

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

Motion #6: (Council member Sines/Council member Kelley) Approval to move forward with the Proposal #P930063 in the amount of \$236,989.00 with the verification that the following:

1. The water tank size be 28 gallons instead of 50 gallons.
2. All doors will be 36" wide to comply with ADA requirements.
3. The contractor will demolish the existing building after the new one is constructed and will return the site to grade and seed it.
4. If the County does not waive the tipping fee, will that cost be included in the proposal?

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

Mayor's Report

- Mayor Schlosnagle shared the letter dated April 28, 2025, which was mailed to property owners, Mary Tabor & Warren Wik, and posted on the Town's website. The letter addresses concerns and complaints from several residents regarding storm-related building damage and power outages affecting parts of the community.
- The Spring Clean-Up, held during the week of April 28, was a success. Four dumpsters were used, and the Correctional Officer, Curtis Fike and two inmates assisted with the cleanup efforts on Friday & Saturday.
- Two no trespassing orders has been issued to the individual currently staying in the community park & recreation parking lot.
- The National Bloodhound Association conducted training exercises throughout the town last week.
- The Town has received flags from Senator McKay and Delegate Hinebaugh. Thank-you letters will be sent in acknowledgment.
- NEXtera Energy Transmission will host an Open House on May 6, 2025, from 3:00 p.m. to 7:00 p.m.

Committee's Reports

- **Buildings:** Nothing
- **Safety:** Nothing
- **Streets & Sidewalks:** Council member Artice noticed that the path is raised up on the walking path.
- **Community Park:** Nothing
- **Trees & Shrub:**
On April 25, 2025, Marty McCabe of WeRise Property Service LLC, along with his family, planted a tree in the Community Park in celebration of Earth Day & Arbor Day. Melissa Custer collected the 5th Grade Arbor Day Tree Posters, which were created around this year's theme: "Trees Transform Our World."
- **Economic Development:** Nothing

Concerns of Council Members

Dottie Frazee received approval for the May 26, 2025, parade, with the service to be held at the fire hall afterward. She requested that the Mayor and Council members attend and sit on Councilmember Bittinger's porch. The mayor will speak with Councilmember Bittinger and Shannon regarding the arrangement.

Important Dates

- May 6, 2025, 3:00 p.m. – 7:00 p.m. NEXtera Energy Open House
- May 6, 2025, 7:00 a.m. Street Sweeping
- May 17, 2025, 8:00 a.m. – 12:00 noon 4th Annual Clyde "Jr." Fike Kids Fishing Derby
- May 19, 2025, 5:45 p.m. Public Hearing Ordinance No O-2025-02
- May 19, 2025, 6:00 p.m. Mayor & Town Council Meeting
- May 19, 2025, 7:00 p.m. Public Hearing Ordinance No. O-2025-03
- May 24, 2025, 10:00 a.m. – 3:00 p.m. Makers Market
- May 26, 2025, Town Wide Yard Sale
- May 26, 2025, 3:00 p.m. Memorial Day Parade and Service

Adjournment

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

The meeting was adjourned for 8:25 p.m.

Respectfully Submitted,

Wanda M. Guard

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Approved :
Simon R. Schlomach
Mayor
5/19/2025



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Appendix A

Ordinance No: O-2025-02
Uninhabitable Buildings Ordinance Amendment

AN AMEDEMMENT TO AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF FRIENDSVILLE, WHICH REGULATES THE MANAGEMENT OF UNINHABITABLE BUILDINGS WITHIN THE TOWN OF FRIENDSVILLE.

WHEREAS, the Mayor and Town Council of Friendsville is authorized by Section 5-202 of the Local Government Article of the Maryland Annotated Code and by the Friendsville Town Charter to enact ordinances to protect the health, safety and welfare of residents of and visitors to Friendsville, and;

WHEREAS, on October 4, 2010 the Mayor and Town Council of Friendsville adopted an Uninhabitable Buildings ordinance which made violations of the ordinance a municipal infraction, and;

WHEREAS, the Mayor and Town Council find it prudent to amend the Uninhabitable Buildings ordinance in order to better protect the health, safety and welfare of residents and visitors to Friendsville;

WHEREAS, Section 9 of the Uninhabitable Buildings ordinance currently states:

SECTION 9. EMERGENCY ACTION

Whenever in the judgement of the Mayor and Town Council an emergency exists that requires immediate action to protect the public health, safety and welfare, the Mayor and Town Council may apply to a court of competent jurisdiction for an order requiring such action as is appropriate to correct or abate the emergency situation.

NOW, THEREFORE, BE IT ORDAINED AND RESOLVED, the following amended Section 9 of the Uninhabitable Buildings ordinance, is hereby enacted:

SECTION 9. EMERGENCY ACTION

Whenever in the judgement of the Code Enforcement Officer an emergency exists that requires immediate action to protect the public health, safety and welfare, the Code Enforcement Officer, shall record the facts thereof in writing and cause the immediate repair, vacation or demolition of such uninhabitable buildings to the extent necessary to abate the danger. The costs of such repair, vacation or demolition of such uninhabitable building shall be assessable against the owner thereof and collected in the same manner as any other Town tax or

assessment. Effort shall be made to give prior notice of such action to the property owner. In the event that the circumstances of the danger are so extreme as to make giving prior notice impractical, notice shall be given to the property owner subsequent to any action taken under this section.

BE IT FURTHER RESOLVED, this ordinance amendment shall be duly advertised in accordance with the Policy for the Adoption of Ordinances by the Mayor and Town Council of Friendsville. A public hearing on this Uninhabitable Buildings ordinance amendment shall be held on the 19th day of May, 2025 at 5:45 p.m. at the Town Hall located at 945 Community Drive Friendsville, Maryland 21531.

INTRODUCED this 5th day of May 2025.

SECOND READING AND ADOPTION this 19th day of May 2025.

AND BE IT FURTHER ORDAINED AND RESOLVED, this ordinance shall be effective the 19th day of May 2025.

THIS ORDINANCE AMENDMENT IS SUBJECT TO THE REFERENDUM AS OUTLINED IN THE ANNOTATED CODE OF MARYLAND.

ATTEST:

Approved:

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Spencer R. Schlosnagle, Mayor

Approved:

Pamela S. Humberson, Council President

Michael E. Artice, Council Member

Chad E. Bittinger, Council Member

James M. Hook, Council Member

Edward B. Kelley, Council Member

Robert H. Sines, Council Member

From: [Mary Beal](#)
To: [Town of Friendsville](#)
Cc: srschlosnagle@gmail.com
Subject: Proposal for repairs
Date: Thursday, May 1, 2025 4:45:34 PM

Appendix B

Rick Beal
599 Easy Street
Swanton MD 21561
Phone: 301-876-3623

Estimate For Museum Work

Fill cracks time and material \$400.00

Estimate for Porch and Steps

Blocks, sakrete and 2 Steps

Tear down and replace

Prepare and pour

Haul and dispose of debris

Time and Materials \$1,150.00



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(Appendix C)

Ordinance No: O-2025-03
Fiscal Year 2026 Budget Ordinance

An ordinance of the Mayor and Town Council of Friendsville setting forth the guidelines for the proposed budget and setting the tax rate for the upcoming fiscal year.

BE IT ORDAINED, by the Mayor and Town Council of Friendsville that the proposed budget for fiscal year 2025-2026 as attached hereto, is hereby adopted as the budget for the Town of Friendsville with the following:

General Receipts/Expenditures	\$ 406,000.00
Grant Receipts/Expenditures	\$ 668,537.00
Total Receipts/Expenditures	\$ 1,074,537.00

BE IT FURTHER ORDAINED, that in adopting this budget the Mayor and Town Council of Friendsville keeps constant the real estate property tax rate at \$.41 per \$100 assessed valuation: The Personal Property (Unincorporated), Certification (Incorporated) at \$.50 per \$100 assessed valuation: and Utility Tax rate at \$1.64/100 assessed value.

BE IT FURTHER RESOLVED, this ordinance amendment shall be duly advertised in accordance with the Policy for the Adoption of Ordinances by the Mayor and Town Council of Friendsville. A public hearing on the Fiscal Year 2026 budget ordinance shall be held on the 19th day of May 2025 at 7:00 p.m. at the Town Hall located at 945 Community Drive Friendsville, Maryland 21531.

INTRODUCED this 5th day of May 2025.

SECOND READING AND ADOPTION this 19th day of May 2025.

AND BE IT FURTHER ORDAINED AND RESOLVED, this ordinance shall be effective the 1st day of July, 2025.

ATTEST:

Approved:

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Spencer R. Schlosnagle, Mayor

Ordinance No: O-2025-03
Fiscal Year 2026 Budget Ordinance

Approved:

Pamela S. Humberson, Council President

Michael E. Artice, Council Member

Chad E. Bittinger, Council Member

James M. Hook, Council Member

Edward B. Kelley, Council Member

Robert H. Sines, Council Member

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