



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

Friendsville Mayor & Town Council Minutes
July 7, 2025

Attendance:

Spencer R. Schlosnagle, Mayor

Wanda Guard, Administrative Assistant, Clerk-Treasurer

Council Members: Michael Artice, Chad Bittinger, James Hook, Pam Humberson, Ed Kelley & Robert Sines

Citizens/Guests: Melissa Bolyard, Lynn Aycock, Jennifer Resh, Kendra Kerns, Molly Rikhye, Melissa Custer, Ami Jaramillo, and Jen Uphold.

Call to Order: Pamela Humberson, Council President, convened the general meeting of the Mayor and Town Council on July 7, 2025, at 6:00 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 – July 7, 2025

Motion #1: (Council member Artice/Council member Kelley) Motion to approve July 7, 2025, agenda with no additions. 6 in favor/0 opposed/0 abstention. Motion carries.

Approval of the General Meeting Minutes – June 16, 2025

Motion #2: (Council member Hook/Council member Sines) Approval of accepting the general meeting minutes for June 16, 2025, with no corrections. 6 in favor/0 opposed/0 abstention. Motion carries.

To The Floor

Nourishing Neighbors – Melissa Bolyard

Nourishing Neighbors is a program supported by several organizations across Garrett County, dedicated to ensuring that everyone in our community — including children, seniors, and families — has access to healthy, nourishing food. The free fresh produce distribution and resource exchange is on Tuesday, July 22, 2025, from 10:00 a.m. to 1:00 p.m. at the Friendsville Community Park, Pavilion #3.

Motion #3: (Council member Artice/Council member Hook) Approval to use pavilion #3 and waive the fee for the Nourishing Neighbors for July 22, 2025. 6 in favor/0 opposed/0 abstention. Motion carries.

Garrett County Sheriff's Office ~ Sergeant Bryan Ridder

Mayor Schlosnagle received an email from Sergeant Bryan Ridder on July 7, 2025, informing him that, due to scheduling conflicts, he would be unable to attend tonight's meeting. Below is a summary of the town's statistics for the 35 incidents reported for the month of June:

- Town patrols: 16
- Assists to other agencies: 2.
- Animal complaints: 1
- Traffic enforcement actions: 18

Snowy Creek 4-H Club – Service Project

Kendra Friend Kerns and Molly Wolfe Rikhye, representing the Snowy Creek 4-H Club, requested permission from the Mayor and Town Council to work on the Community Park volleyball area next Tuesday, July 15th. Their plans include weeding the area and adding additional sand in preparation for a volleyball tournament during Friendsville Days. They hope to have the area ready and in good condition for the event.

Motion #4: (Council member Sines/Council member Hook) Approval to grant permission for Snowy Creek 4-H Club, to work on the Community Park volleyball area on Tuesday, July 15th, by weeding and adding additional sand in preparation for the volleyball tournament during Friendsville Days. 6 in favor/0 opposed/0 abstention. Motion carries.

Unfinished Business

Town of Friendsville Weather Station

Mayor Schlosnagle presented to the council the possibility of locating the weather station in the Community Park, which is on Army Corps of Engineers property. Their approval would be required if the council wishes to move forward by placing it in the park.

Motion #5: (Council member Humberson/Council member Hook) Approval not to place the weather station in the Community Park; will only move forward with the project if another location at 8025 Friendsville Road owned by the State of Maryland would be considered. 6 in favor/0 opposed/0 abstention. Motion carries.

Maryland’s Western Frontier – Mike Logsdon & Don Storck

Mayor Schlosnagle asked Council member Artice to contact the Friendsville Days Committee about coordinating the event with theirs in 2026.

Ruth Enlow Library Friendsville Branch – Parking

Mayor Schlosnagle shared that Thomas is proposing to wait until the library building is built before addressing the parking. The council agreed to wait.

Program Open Space Grant – Recreational Parking Lot Pavilion Proposals

Mayor Schlosnagle confirmed that the reference check with Ann Sherrard was favorable regarding the work of Jose Benitez, AB Enhancement. He also discussed the color of the shingles and the treated lumber with the contractor. Council member Sines recommended verifying that the height clearance is at least 8–10 feet.

Motion #6: (Council member Hook/Council member Bittinger) Approval to move forward with the initial payment of \$6,600.00 to AB Enhancement after verification of the height clearance of the pavilion. 6 in favor/0 opposed/0 abstention. Motion carries.

Community Parks & Playground Grant – Softball Restroom/Utility/Storage Room Update

Mayor Schlosnagle shared that talked with Jeremey Gordan and everything is in the works, and they will be starting on or before August 4th. The initial payment was submitted to the state for prepayment to the Town of Friendsville.

Community Development Block Grant – Zoning Ordinance Update

The next work session is on July 8, 2025, at the Town Hall starting at 5:30 p.m. A flyer has been distributed throughout the community. **(Appendix A)**

The Friendsville Planning Commission and the Zoning Board of Appeals will hold a monthly Work Session with Dan Bowling of Mackin Engineers & Consultants to review and update the Town of Friendsville Zoning Ordinance.

When: Second Tuesday of each month at 5:30 p.m.

Where: Council Chambers, Friendsville Town Hall, 945 Community Drive, Friendsville, MD

These meetings are open to the public. Citizens and media are welcome to attend as observers. Participation is limited unless individuals are specifically invited to contribute as resource persons.

Community Legacy Grant – Friend Family Museum/Library Repairs

The contractor, Rick Beal, finished the work at the museum. \$7,000 - \$8,000 money available from the grant; Mayor Schlosnagle inquired if the council would be agreeable to get the marble of the monument fixed. Council member Sines requested to look into getting the cracks on the back of the monument fixed. Mayor Schlosnagle will obtain estimates for the work for the following projects:

- Front railing
- Replacing the marble
- Side steps

Community Legacy Grant – Town of Friendsville Open-Air Market

The grant paperwork was submitted at the end of June in the amount of \$62,000 which will be awarded in the Spring of 2026.

New Business

Help Us Grow a Greener Friendsville! Planting Recommendation Google Form

The mayor & council members reviewed the form. Wanda shared that this form will be in this month's newsletter.

Mobile Market Distribution

Mayor Schlosnagle shared that the Mobile Market will be here at the park on Wednesday, July 9th. There were a few issues last month. He requested that the council is available to have them present for the distribution.

Clerk's Report

Motion #7: (Council member Hook/Council member Sines) Approval to accept the clerk's report, payables, receivables, and salary summary for the month of June.

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

Mayor's Report

The mayor reviewed the following items with the council:

- Received a thank-you note from Dottie Frazee.
- Council Member Sines, Kelley Humberson & Bittinger along with the mayor attended the Herbal Earth Apothecary ribbon-cutting ceremony on June 27, 2025.
- Heather Umbel Pet Grooming is hoping to open soon.

- At last Wednesday's Mayor's Municipality Meeting, Jarrett Mahoney shared that he had four cases, but the judge did not allow him to represent them. A meeting is scheduled for tomorrow morning to review these cases with Mike Llewellyn.
- Robin Bernard applied for a grant for the maintenance department's 1-ton vehicle and received a response letter from Senator Van Hollen's and Alsobrooks' offices.
- Connor Norman will attend on July 21, 2025, for his annual review.
- Mayor Schlosnagle and Wanda met with Bobby Witt, Siera Wigfield, and Ashley Glotfelty regarding a grant for the school playground.
- Garrett Central Baseball has finished its season. The maintenance team will now take over the mowing.
- Community Works Together attended the municipality meeting; the council has been asked to consider any additional projects they could undertake for the Town of Friendsville.
- The Recreational Parking Lot grant has some available funding; the mayor suggested considering using it to replace the stage railing.
- Nathan Walters is offering recycling services for 2026, which the town may want to consider.
- Mayor Schlosnagle, Council member Kelley and Kim Thomas attended the MML summer conference in Ocean City, where the Town of Friendsville received Banner City recognition.
- On July 10, 2025, there will be a conference call with Kyle Foster regarding cybersecurity.
- Jarrett Mahoney – 93 cases for the Town of Friendsville
- Shade Cover consideration for the Community Park between pavilion #1 and the stage with grant funding
- Garrett County Commissioners will be meeting here on August 18, 2025, at 5:30 p.m.
- The mayor requested that the council share their opinion on making the 4-way stop at Maple Street & First Avenue permanent, rather than just during the detour to Andrew Suter.

Motion #8: (Council member Bittinger/Council member Sines) Approval to install a 4-way stop at Maple Street & First Avenue and also at Maple Street & Second Avenue.

4 in favor/2 opposed/0 abstention. Motion carries

Committee's Reports

- **Buildings:** Nothing
- **Safety:** Nothing
- **Streets & Sidewalks:** Nothing
- **Community Park:** Nothing
- **Trees & Shrub:** Council member Artice shared that Katherine reviewed the tree and believes it is outside of the right of way on Alley 14. Bruce Metz shared that the right of way is 15ft wide.
- **Economic Development:** Nothing

Concerns of Council Members

Important Dates

- The next Mayor & Town Council meeting will be on July 21, 2025, starting at 6:00 p.m.
- Zoning Ordinance Revision Work Session – August 12, 2025, starting at 5:30 p.m.
- AL/GAR MML Chapter Dinner Meeting – August 13, 2025, at Community Park Pavilion #2
- Garrett County Commissioners Meeting – August 18, 2025, starting at 5:30 p.m.

Adjournment

Motion #9 (Council member Hook/Council member Bittinger): Approval of adjourning the meeting.
6 in favor/0 opposed/0 abstention. Motion carries.

The meeting was adjourned for 8:00 p.m.

Respectfully Submitted,

Wanda M. Guard

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Approved:

Spencer Schwaner
Mayor

7/21/2025

FRIENDSVILLE

ZONING ORDINANCE

UPDATE!

The Town of Friendsville is undertaking a comprehensive update to its zoning ordinance to better reflect the community's goals and future vision. This process will help guide growth and development in a way that protects the town's unique character and supports economic opportunity.

WANT TOO GET INVOLVED?

WE WELCOME YOUR
FEEDBACK & PARTICIPATION!

- EMAIL: DAN BOWLING, PROJECT CONSULTANT
DBOWLING@MACKINENGINEERING.COM
- SUBMIT COMMENTS: DROP
OFF QUESTIONS OR WRITTEN
COMMENTS AT TOWN HALL
- PUBLIC MEETINGS: SECOND
TUESDAY OF EACH MONTH AT
5:30 PM AT TOWN HALL



WHAT'S BEING REVIEWED?

- PERMITTED AND CONDITIONAL USES IN EACH ZONING DISTRICT
- ZONING DISTRICT BOUNDARIES AND DEFINITIONS
- DIMENSIONAL REQUIREMENTS (E.G., SETBACKS, BUILDING HEIGHT, LOT SIZE)
- PARKING AND LOADING STANDARDS
- OTHER KEY ZONING REGULATIONS