



Mayor and Town Council
Town of Friendsville
Founded 1765

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Friendsville Mayor & Town Council Minutes
November 3, 2025

Attendance:

Spencer R. Schlosnagle, Mayor

Council Members: Pamela Humberson, Michael Artice, Chad Bittinger, Edward Kelley, James Hook, & Robert Sines.

Citizens/Guests: Dan Duggan, 2026 House of Delegate Candidate; Patrick Duggan; Charlie Walbridge, American Whitewater Association; Thomas Vose, Ruth Enlow Director; Ken Jasko, Lynn Aycock, Madi Miro, Jen Uphold, Andrea Croskey, Terry Spear and Melissa Custer, Ruth Enlow Library Friendsville Branch Manager.

Call to Order: Pamela Humberson, Council President, convened the general meeting of the Mayor and Town Council on November 3, 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 – November 3, 2025

Motion #1: (Council member Kelley/Council member Bittinger) Motion to approve accepting the November 3, 2025, agenda. 6 in favor/0 opposed/0 abstention. Motion carries.

Approval of the General Meeting Minutes – October 20, 2025

Motion #2: (Council member Bittinger/Council member Sines) Approval of accepting the general meeting minutes for October 20, 2025, with no corrections. 6 in favor/0 opposed/0 abstention. Motion carries.

To The Floor

To The Floor Presentations

During the Public Presentations, several community members addressed the Council. Dan Duggan, a 2026 House of Delegates candidate, shared his campaign goals. Charlie Walbridge of American Whitewater expressed appreciation for the Council's continued support of river access and recreation and highlighted an article from the September/October issue of the American Whitewater Journal titled "The Tumultuous History of Upper Yough Access." Thomas Vose, Director of the Ruth Enlow Library, provided an update on the construction of the new Friendsville Library, noting that previously reported water and sewer issues have been resolved and construction is now progressing. Terry Spear requested the Town's consideration of a quitclaim deed for the property located above his residence, while Andrea Croskey shared her thoughts regarding the "Old Mill" building within town limits. Jen Uphold of the Greater Friendsville Business Association announced that the November meeting has been rescheduled to November 20th. Melissa Custer, Branch Manager of the Ruth Enlow Library Friendsville Branch, extended an invitation to celebrate Jane Austen's 250th Birthday with an Afternoon Tea event, noting that registration closes on November 15, 2025, at 11:00 a.m. property: Ken Jasko raised a concern about a person trespassing on his

property; Council advised him to post “No Trespassing” signs and contact the police if the issue persists.

Unfinished Business

Softball Restroom/Utility/Storage Room Update

The mayor spoke with Jeremy Gordon with Beitzel Corporation today. They have had a delay at work due to a worker having a stroke.

Community Legacy Grant – Friend Family Museum/Library Honor Roll

Johnson Memorial installed the granite in the Honor Roll. Friend Family Association is working on obtaining proposals for new signage for the side of the building.

Alley 14 Tree Removal

Arbor Tech Tree Care LLC, with Derek Buckel, is scheduled to perform the work by the end of November.

DNR Tree Assessment – 245 Maple Street (Appendix A)

Council requested that Derek Buckel meet with the three committee members and verify with Katherine Philips on Monday, November 10th at 2:30 p.m. at the Friendsville Town Hall to discuss your proposal and the pruning of the trees.

Paugh Property – 125 Walnut Street

Mayor Schlosnagle reported that the property at 125 Walnut Street has been sold and is no longer part of the Herbert Paugh Estate. Amanda Mattingly has resigned as the personal representative of the Estate. The Council requested that the mayor contact the County to determine how and why this occurred.

AL/GAR MML Dinner Chapter Meeting – November 12, 2025

The City of Cumberland will host the fall AL/GAR MML dinner chapter meeting. Guest speakers will be Senator Mike McKay, Delegates Jason Buckel and Jim Hinebaugh. They will speak on the upcoming session in Annapolis. Representing the Town of Friendsville and attending the chapter dinner meeting will be Mayor Schlosnagle, Councilmember Kelley, and guest Kim Thomas.

New Business

Snow Removal Services Proposals

Motion #3: (Council member Bittinger/Council member Hook) Approval of accepting the snow removal contract from Skyline Excavating & Tree Service, LLC.

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

TextMyGov Proposal

Mayor Schlosnagle shared that he and Wanda met with Jayden Eastman and Jesse Malan to introduce TextMyGov, a smart text messaging service designed to help residents easily receive important notifications and find specific information by texting the Town directly. He shared the proposal that was worked up for the eight municipals and that he will share it on Wednesday at their next meeting and will let them know their thoughts of the platform.

Proclamation Honoring Municipal Government Work Month (Appendix B)

Motion #4: (Council member Sines/Council member Hook) Approval of accepting the Proclamation Honoring Municipal Government Work Month for the Town of Friendsville.

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

2026 Mt. Maryland PACE Registration Now Open

📅 January 22–23, 2026

📍 The Westin Annapolis Hotel | Annapolis, MD

All event information, schedules, and details are available at www.mtmarylandpace.com.

Mayor Schlosnagle requested that council members come prepared to the next meeting with their ideas and recommendations for potential funding requests.

Clerk’s Report – October’s Summary & QuickBooks Income, & Salary Reports

Motion #5: (Council member Bittinger/Council member Hook) 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.

Mayor’s Report

Mayor Schlosnagle shared a thank you note from Rebecca Flora, Secretary, for attending the 2025 ARC Conference and presented his monthly report covering October 21, 2025, through November 3, 2025 (Appendix C).

Ongoing Projects:

- Additional purchases for the POS Recreational Pavilion funds.
- Tire Purchase Request – The council requested that the maintenance team obtain at least 2 other proposals. Wanda will assist the team in completing the work order purchase request form required to solicit the proposals.
- No one from the maintenance team is willing to attend the Western Region Roadside Tree Care Expert Class on November 5th. Mayor Schlosnagle will verify Katherine Phillips.
- Coordinating with Siera Wigfield to obtain speed-limit electronic signs for Friendsville.

Committee’s Reports

- **Buildings:** Nothing
- **Safety:** Nothing
- **Streets & Sidewalks:** Nothing
- **Community Park:** Nets are down and the maintenance team will regularly check the restrooms throughout the closed season.
- **Trees & Shrub:** Tree Committee will meet on Monday, November 10th at 2:30 p.m. with Katherine Phillips, DNR to discuss Grant opportunities for additional trees.
- **Economic Development:** Greater Friendsville Business Association next meeting is November 20, 2025. Council member Bittinger suggested that the GFBA work together with the town regarding the “Old Mill.”

Concerns of Council Members

Important Dates

- Zoning Ordinance Revision Work Session – November 6, 2025, 5:30 p.m.
- Friendsville Elementary School Veterans Day Breakfast – November 11, 2025, 9:00 a.m.
- AL/GAR MML Dinner Meeting – November 12, 2025, City of Cumberland, MD, 5:30 p.m.

- Mayor & Town Council Meeting – November 17, 2025, 6:00 p.m.
 - FY2025 Audit Presentation R. Jo Sheffield
- Annual Holiday Decorating Contest (Independent judging) – December 5, 2025, 5:30 p.m.
- Winter Market – December 5, 2025, 3:00 p.m. – 7:00 p.m.

Adjournment

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

The meeting was adjourned for 8:05 p.m.

Respectfully Submitted,

Wanda M. Guard

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Approved :

James R. Schlanach
Mayor

11/17/2025



Wes Moore, Governor
Aruna Miller, Lt. Governor
Josh Kurtz, Secretary
David Goshorn, Deputy Secretary

Tree Assessment Report: September 19, 2025

To: Michael Artice; Town of Friendsville

Assessment By: Katherine Phillips, Maryland DNR Forest Service, Western Region Urban Forestry Coordinator, Certified Arborist MA-7138A with the International Society of Arboriculture.

Date Assessed: Tuesday, September 16, 2025

Location: 245 Maple Street, Friendsville, Maryland.

Purpose: Perform arboricultural tree risk assessment of two Sugar Maples for risk to adjacent residential infrastructure in Friendsville, MD; and provide detailed information for the Town of Friendsville to use in communicating with the adjacent landowner regarding management decisions related to these trees.

Species: Two Sugar Maple (*Acer saccharum*)

Description: Location: within the right-of-way of Third Avenue.
Size: Approximately 15 DBH Height: Approximately 45 to 60 feet.

Methods: All observations were made from the ground with the naked eye; no hand lenses, binoculars, or similar devices were used. The trees were not climbed with arborist equipment or accessed by a bucket truck. All references to the site are true and accurate representations of conditions found on the site on the date of the evaluation. The only trees that were assessed are the ones specifically noted in the report.

The evaluations and recommendations are based on the author's experience and education as a qualified professional and are not intended as a predictor of future conditions. Trees are dynamic systems, and even healthy, intact trees may fail under given conditions. Given the data in this report and professional knowledge and experience, all defects cannot be detected. This data can, however, provide information and guidance to make reasonable management decisions. Tree risk assessment is an art as well as a science. This work is intended as a tool to assist the tree owner in making an educated tree management decision rather than to dictate a management action. It shall be the responsibility of the owner, the owner's agent, or the controlling authority to schedule repeat or advanced assessments, determine actions, and implement follow-up recommendations, monitoring, and/or mitigation.

The trees were evaluated using the International Society of Arboriculture's (ISA) Best Management Practices for Tree Risk Assessment.



MARYLAND FOREST SERVICE

14110 Pleasant Valley Road, NE • Flintstone, MD 21530

301-777-2137 • www.dnr.maryland.gov • TTY users call via Maryland Relay

Recommendations:

Tree 1: The tree has visible die back within the top of the crown. Die back could be due to drought stress. Crown vigor was low with sparse foliage. After conversations with the landowners, the tree has had sparse foliage for the last couple of years. The roots and trunk appeared healthy, with no signs of decay.

Based on the likelihood of failure and potential impacts to surrounding targets, this tree poses a low risk. Due to the proximity to the surrounding residence and garage, and hazard risk of the tree, it is recommended that the tree be **pruned and monitored**. The tree should be monitored after pruning to determine its response to the pruning. If decline continues, the tree may need to be removed and replaced.

Tree 2: The tree has visible die back within the top of the crown. Die back could be due to drought stress. Crown vigor was low with sparse foliage. One limb recently broke off from the tree. After conversations with the landowners, the tree has had sparse foliage for the last couple of years. The landowner also mentioned that there was a hollow within a formerly pruned limb going into the secondary leader.

Based on the likelihood of failure and potential impacts to surrounding targets, this tree poses a low risk. Due to the proximity to the surrounding residence and garage, and hazard risk of the tree, it is recommended that the tree be **pruned and monitored**. The tree should be monitored after pruning to determine its response to the pruning. If decline continues, the tree may need to be removed and replaced.

Work Standards:

Tree care work, including removals, conducted for compensation in the State of Maryland must be done by a MD Licensed Tree Expert. A complete list of Licensed Tree Experts may be found at:

<https://dnr.maryland.gov/forests/Pages/programapps/newtreeexpert.aspx>

Perform all tree care work in accordance with the American National Standards Institute (ANSI) A300 published tree care standards including tree care safety standards found in ANSI Z133.1-2006 Safety Requirements.

Removals within the roadside right-of-way require a Roadside Tree Permit

(<https://dnr.maryland.gov/forests/Pages/programapps/roadsidetrees.aspx>).



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Proclamation

*From the Mayor of Friendsville, MD
Honoring Municipal Government Works Month
November 3, 2025*

The Mayor and Council of the Town of Friendsville proclaim November to be Municipal Government Works Month.

WHEREAS, the Town of Friendsville was incorporated in 1902; and

WHEREAS, Maryland is home to 161 other municipalities; and

WHEREAS, municipal government represents the most responsive level of government, allowing citizens to have direct access to elected officials; and

WHEREAS, in an effort to educate citizens about municipal government and the importance of their participation, the Town of Friendsville is proud to promote municipal government awareness; and

WHEREAS, municipalities have enhanced the quality of life for their respective residents maintaining natural and historic sites and structures and helping to make Maryland a great place to live, work, play and explore.

NOW, THEREFORE, BE IT PROCLAIMED that the Mayor and Town Council of the Town of Friendsville, Maryland hereby joins the Maryland Municipal League in declaring November to be Municipal Government Works Month in Friendsville.

Municipal Government Works Month in Friendsville, MD


Spencer R. Schlosnagle
Mayor of Friendsville

November 3, 2025

Date

Mayor's Report

October 21, 2025 through November 3, 2025

- I met Robin Bernard, our Circuit Rider in Oakland at Garrett County Community Action on Friday, October 24th. We discussed the upcoming PACE funders meeting that is being held in Annapolis in January. We reviewed who the funders we invite and any projects that the eight municipalities may request funding from at that time. We were preparing what we need to discuss at our Garrett County Municipalities meeting on Wednesday, November 5, 2025.
- Rick Beal, stone masonry came to prepare the Friendsville Honor Roll for the new granite that was delivered on Monday, October 27, 2025 by Johnson Memorial Company. Rick put the stone back in and around the granite after it settled into place.
- I along with Council President Humberson, Councilman Kelley and Administrative Assistant Guard attended the Grand Opening and ribbon cutting ceremony for Mountain Peak Soap Company. This was held Monday afternoon, October 27, 2025.
- I had to go to Garrett County District Court on Tuesday, October 28, 2025 as a witness for the State of Maryland. It was for the gentleman that has been served "No Trespassing" papers for in our Community Park.
- I called Howard Goodstein from BFS again on Wednesday, October 29, 2025 about the creeper vine that is all over the "Old Feed Mill". I sent him an email a month ago on September 30, 2025 with pictures showing how bad it is all around the building. He was not available, but I left a voicemail message for him asking him to call me back or respond to my original email.
- I ordered six yards of topsoil from Halian Landscaping on Thursday, October 30, 2025 to be put around the new pavilion in the recreational parking lot. This is being paid for through our Program Open Space grant. They delivered it on Friday, October 31, 2025.