



Mayor and Town Council
Town of Friendsville
Founded 1765

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Friendsville Mayor & Town Council Minutes
January 12, 2026

Attendance:

Spencer R. Schlosnagle, Mayor

Wanda Guard, Administrative Assistant, Clerk-Treasurer

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

Citizens/Guests: Heather Yoder, Wendy Frantz, Jamie Spano, Jen Uphold, Karen Myers, Ami Jaramillo, Colleen O'Dea, Ryan Savage, Debbie Speicher, Catherine Coddinton, Dalton Smith & Terry Spear.

Call to Order: Pamela Humberson, Council President, convened the general meeting of the Mayor and Town Council on January 12, 2026, at 6:01 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 – January 12, 2026

Motion #1: (Council member Kelley/Council member Artice) Motion to approve accepting the January 12, 2026, agenda. 6 in favor/0 opposed/0 abstention. Motion carries.

Approval of the General Meeting Minutes – December 1, 2025

Motion #2: (Council member Bittinger/Council member Hook) Approval of accepting the general meeting minutes for December 1, 2025, with no corrections. 6 in favor/0 opposed/0 abstention. Motion carries.

Closed Executive Summary

On December 1, 2025, the Mayor and Town Council members convened in a public session at 6:00 p.m. in the council chambers. At 7:20 p.m., the meeting was closed to the public in order to discuss offering an end-of-the-year bonus to the employees. The Mayor and Town Council entered a closed session on December 15, 2025, at 5:30 p.m. to discuss the retirement of Dred Lowdermilk as January 1, 2026. Authority to close the session is provided by Section 3-305(b)(1)(i) of the General Provisions Article of the Annotated Code of Maryland.

To The Floor

Garrett County Sheriff's Department

Deputy Saturday of the Garrett County Sheriff's Department presented the Town of Friendsville's December incident report. During the month, there were 12 patrols that were logged, served 11 court documents; assisted the MSP with one arrest warrant and served one emergency petition.

Karen Myers – Garrett 250 Commission

Ms. Myers shared details about the upcoming 250th anniversary of the United States. Garrett County's celebration will take place on Saturday, July 18, 2026, at the Garrett County Fairgrounds.

The 250 Commission’s mission is to honor Garrett County and American history by recognizing the diverse people, places, and stories that have shaped the past 250 years. The commission has asked the town to form a display committee and participate in the celebration.

Ryan Savage – Central Garrett Baseball League

Ryan Savage, Central Garrett Baseball League, introduced himself as the new president to the council and announced that the season will begin in April. He stated that one of his goals is to obtain a grant, in collaboration with Siera Wigfield, to replace the current locks at Friendsville and Accident with digital entry locks. The locks codes will be changed each year. The council concurs that they can use the community park, changing the locks and council be working with them regarding an agreement in the near future.

Dalton Smith, Garrett County Pride Festival

Motion #3: (Council member Artice/Council member Kelley) Approval of Garrett County Pride Festival to rent the whole community park for their event on June 13, 2026.

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

Cathy Coddington – Dog Park Request

Catherine Coddington presented a request to the Council for the development of a dog park in the Town of Friendsville, including a separate fenced-in area with an obstacle course, a water supply for dogs, and benches for owners. Council members discussed the proposal and shared that they will research her request and explore potential funding opportunities.

Jamie Spano, Garrett County Health Department, Health Education & Outreach

Jamie shared the monthly health education message with the group.

What's good for your heart, is good for your brain!

The same risk factors that can cause heart disease can lead to Alzheimer's disease and other dementias. These risk factors include high blood pressure, smoking, unhealthy diet, and being inactive.

Adults should get 150 minutes or more of physical activity each week, including 2 days of strength training.

Eating foods high in sodium can cause high blood pressure. More than 35% of Garrett County residents have high blood pressure.

Keep your brain healthy!

Teens should get 60 minutes or more of physical activity each day.

Aim for at least 48 oz. of water every day and avoid energy drinks.

Sleep 8 to 10 hours and manage stress to keep your brain healthy.

GARRETT COUNTY HEALTH DEPARTMENT | Live Healthy GC | GARRETT COUNTY HEALTH DEPARTMENT | Live Healthy GC

Free Firearm Safe Storage Resource!

There are several ways to safely secure and store a firearm. Choose the way that works best for you.

<p>Device Cable Lock (\$75-\$90) The device blocks the chamber to prevent firing. It typically requires a key or combination to unlock and is usable on most firearms. This method prevents a person from using the gun without removing the cable.</p>	<p>Lock Box (\$25-\$300) Small safe used to store handguns/small firearms. Typically, it requires a key, combination, or fingerprint to unlock the box. Lockboxes can be permanently mounted in a home to prevent theft.</p>
<p>Trigger Lock (\$5-\$50) Two-piece lock that fits over the trigger guard and typically requires a key or combination to unlock. It blocks the trigger but does not prevent a loaded gun from being fired. This method is not usable on lever-action firearms.</p>	<p>Safe (\$100-\$2,500) A safe is able to store a variety of firearms and typically requires a key, combination, or fingerprints to unlock. A safe is the best option to secure multiple firearms, and to prevent theft.</p>

Garrett County Health Department
Offers **FREE**
Firearm Safety Resources.
Trigger Locks
Cable Locks
Lock Boxes
Gun Safes

The content above was taken from Maryland Department of Health (2024) Firearm Safe Storage

<https://health.maryland.gov/ha2/documents/NCHE1209FirearmSafeStorage%20%20out%20to%20the%20public%20document.pdf>

Published 2025

Protect your Community.

For more information please contact:
Health and Education Outreach Department at GCHD
301-334-7730
or
Friendsville Community Outreach Worker
Jamie Spano
jamie.spano1@maryland.gov
301-334-7730 x6531

Safety is YOUR Responsibility!

MCSS A Parent's Guide to Firearm Storage

Maryland law PROHIBITS loaded firearms from being stored or left where an unsupervised minor has access.
Take these simple steps to protect children and prevent tragedy.

- Store and lock firearms unloaded. Store and lock ammunition separately from firearms—every time. Make sure keys and combinations to gun safes are not accessible to minors or anyone at risk of violence against self or others. If someone is in crisis in the household, temporarily remove firearms from your home. Avoid storing firearms unattended in vehicles to prevent theft.

Make Maryland a safe place for children.

IT'S THE LAW. mdsp.maryland.gov

For more information and resources scan the QR code or visit: schoolsafety.maryland.gov



Colleen O'Dea

Colleen O'Dea shared her concern regarding the old oak tree located at the "The Root Café" and the mold issue that she has in her rental home. Mayor Schlosnagle advised that he have the code enforcement office check on them and work with the Garrett County Health Department.

Unfinished Business

Community Park Use Agreement

The Mayor and Town Council members reviewed the agreement and concurred with the following changes:

- Eleventh:** Change "The League" to "Both parties."
- Fifteenth:** Remove this section.
- Add a **\$250.00 deposit** to be submitted with the contract at the time of signing, to remain in effect for the duration of the five-year term.

Council Member Kelley and Mayor Schlosnagle will meet with Ryan Savage to review the contract and obtain signatures.

Motion #4: (Council member Kelly/Council member Bittinger) Approved a \$250.00 deposit at contract signing for the five-year term. 6 in favor/0 opposed/0 abstention. Motion carries.

Softball Restroom/Utility/Storage Room Update

Mayor Schlosnagle reported that Beitzel Corporation continues to work on the structure. A \$50,000 payment was mailed today.

Community Legacy Grant – Friend Family Museum/Library

Mayor Schlosnagle shared that Wanda emailed Robin Bernard, GC Community Action, the project was on hold during the winter months. After a recent conversation with Carol Squires, an FFA Museum member, they are now looking forward to the following upgrades:

1. New signage, simple double-sided sign for the side of the building. (History, Museum, Library)
2. Installing railing along the side of the building at the steps
3. Upgrading the toilet in the downstairs bathroom to be ADA-compliant, including grab bars
4. Installing new carpet

According to my records, the available balance is \$5,839.66. We are waiting to hear from Robin about whether proposed upgrades are acceptable per the grant guidelines.

Town of Friendsville Property

(Account No: 02018519, Map: 0300 Grid: 0023 Parcel 0080, 0.35 acres)

Mr. Spear's attorney, Craig Ingram, prepared a quitclaim deed for the Town of Friendsville. The Town's attorney, Michael Llewellyn, reviewed the deed and found no issues with proceeding. Mayor Schlosnagle will meet with Mr. Spear at the bank to sign the document and obtain a notarized signature.

PACE Funders Meeting

Proposed project requests include a town maintenance vehicle, sidewalk enhancements and drainage improvements, and electronic radar speed signs. Mayor Schlosnagle will present these items at the PACE Funders meeting on Wednesday, January 21, 2026.

POS Grant Funds (Recreational Parking Pavilion)

The tables and trash receptacles were purchased and delivered. Wanda submitted a reimbursement request to Siera Wigfield in the amount of \$3,381.09 from the grant.

DNR Tree Grant Update

Council Artice shared that Katherine Phillips with DNR submitted Maryland Urban and Community Forest Committee Grant on 12/16/2025 for the Town of Friendsville for planting trees in the amount of \$1,251.00.

Council Member Bittinger noted the need to establish a "Recreational Parking Lot" Committee. Mayor Schlosnagle will appoint the committee members.

Board of Zoning Appeals Public Hearing Docket VR 2025-05 December 10, 2025

Per the Opinion and Order issued by Craig P. Umbel, Chairman of the Friendsville Zoning Board of Appeals on 12/16/2025, and for the reasons set forth in the Findings of Fact, the requested variance to reduce the stream buffer setback to 15 feet was denied. However, the Zoning Board of Appeals granted a limited variance for the replacement of structures within the 50-foot stream buffer setback, subject to the four conditions detailed in Finding of Fact.

New Business

Petitions of Office

The following have submitted the Petitions for Office form by noon on Monday, January 12, 2026, to the Friendsville Town Hall.

Mayor

1. Spencer R. Schlosnagle

Town Council

1. Michael E. Artice
2. Jennifer M. Cook
3. Pamela S. Humberson
4. Edward B. Kelley

Clerk's Report

Motion #5: (Council member Hook/Council member Sines) Approval of accepting the clerk's report, payables, receivables, salary summary for the month of December.

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

Mayor's Report

Mayor Schlosnagle shared his monthly report covering December 2, 2025 – January 12, 2026.

(Appendix A)

The Oakland maintenance team will be in Friendsville tomorrow, using their bucket truck to take down the town's Christmas decorations.

Motion #6: (Council member Humberson/Council member Hook) Approval of hiring Drew Lowdermilk on a contractual basis from January 13, 2026 – December 31, 2026, at \$15.00/hr.

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

Committee's Reports

- **Buildings:** Mayor Schlosnagle requested that the Building Committee meet to review the requests for the Friend Family Association building.
- **Safety:** Nothing
- **Streets & Sidewalks:** Nothing
- **Community Park:** Nothing
- **Trees & Shrub:** Nothing
- **Economic Development:** The next Greater Friendsville Business Association meeting is scheduled for Thursday, January 29, 2026, at 6:00 p.m. at The Root Café. Member applications for 2026 are currently being accepted.

Concerns of Council Members

Nothing

Important Date(s)

- Zoning Ordinance Revision Work Session – January 15, 2026, 5:30 p.m.
- Mayor & Town Council Closed Executive Session – January 26, 2026, 5:30 p.m.
- Mayor & Town Council Meeting – February 2, 2026, 6:00 p.m.
- Notice of Voter Registration – January 26, 2026, 6:00 p.m. – 8:00 p.m.
- 2026 Election – February 10, 2026, 12:00 noon – 7:00 p.m.

Adjournment

Motion #7 (Council member Hook/Council member Kelley): Approval of adjourning the meeting.
6 in favor/0 opposed/0 abstention. Motion carries.

The meeting was adjourned for 7:30 p.m.

Respectfully Submitted,

Wanda M. Guard

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Parula A. Hemberson, President

Mayor's Report

December 2, 2025 through January 12, 2026

- On Friday evening, December 5, 2025 I drove our out of town judges around Town to do the judging for our homes and businesses. Our driver could not drive at the last minute. All three judges were very impressed with the homes and businesses. It was also the night of our Winter Market that the Greater Friendsville Business Association sponsored. It was so nice to see so many folks out supporting our local businesses. I had to pull over several times for the judges to get a good look at the decorations on display. Friendsville really shined that night and throughout the Christmas Season.
- Our picnic tables and trash containers were ordered and the maintenance employees put them together and put them at the Recreational Parking Lot. They were funded through our Program Open Space Grant for that property.
- While Wanda took some time off over the holidays I spent several days at the Town Hall in case someone came in or called.
- On Thursday, December 18, 2025 a gentleman came into Town Hall and was here to do a walk through for the new LED lighting that was installed in the Community Center. The lighting looks great and they also replaced the Exit lights throughout the building.
- On Friday morning I met with our Code Enforcement Officer to discuss the current cases here in town and how we are going to handle some of the pending cases. Jarrett is speaking to Mike Llewellyn our Town Attorney, about several that have been going on for several years.
- I gave out a Zoning Permit to a citizen for a shed and sent it to Oakland for them to review it. She paid for the permit and it was approved.
- On Wednesday evening, January 7, 2026 I attended our Garrett County Municipalities meeting. We meet in the conference room at Garrett County Community Action Center in Oakland.