



Mayor and Town Council
Town of Friendsville
Founded 1765

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Friendsville Mayor & Town Council Minutes
May 4, 2026

Attendance:

Spencer R. Schlosnagle, Mayor

Wanda Guard, Administrative Assistant, Clerk-Treasurer

Council Members: Pamela Humberson, President, James Hook, Edward Kelley, & Robert Sines.

Absent: Council Member Artice & Council Member Bittinger

Call to Order: The May 4, 2026, the general meeting of the Mayor and Town Council was to order at 6:09 p.m. by President, Pamela Humberson.

Citizens/Guests: Kenneth Hinebaugh, Friendsville Veterans Memorial, Jamie Spano, Doug Sines, Lynn Aycock, and Amy Jaramillo.

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 – May 4, 2026

Motion #1: (Council member Hook/Council member Sines) Motion to approve accepting May 4, 2026, agenda. 5 in favor/0 opposed/0 abstention. Motion carries.

Approval of the General Meeting Minutes – April 20, 2026

Motion #2: (Council member Hook/Council member Kelley) Approval of accepting the general meeting minutes for April 20, 2026, with no corrections. 4 in favor/0 opposed/0 abstention. Motion carries.

Closed Executive Session Summary – April 23, 2026

Mayor Schlosnagle read the following summary:

On April 23, 2026, the Mayor and Town Council of Friendsville held two closed executive sessions. The first addressed a Code Enforcement case at 272 Maple Street, where zoning, safety, and property maintenance concerns were reviewed following a Notice of Violation with a May 7 compliance deadline. The property owner responded to the allegations and outlined planned corrective actions, while the Code Enforcement Officer emphasized that all violations must be resolved by the deadline. No further action was taken.

The second session focused on public utilities and infrastructure, including a water quality notice related to Haloacetic Acids (HAA5). Officials explained the issue and discussed potential treatment solutions and public communication. Additional topics included fire hydrant conditions and needed road and sidewalk repairs, along with plans for a major water and sewage system upgrade. Both meetings were adjourned by unanimous vote.

To The Floor

Veteran's Memorial – Kenneth Hinebaugh

Mr. Hinebaugh informed the group that the middle bronze structure is scheduled for delivery on Monday, May 11, 2026. Arrangements have been made with Beitzel Corporation to provide a crane for installation. He also noted the ongoing need for volunteers and financial support, as costs have increased significantly since COVID.

Additionally, VFW Post 10077 has been supplying 8 x 12 American grave marker flags for the Town of Friendsville's cemeteries, including Steele (56), Blooming Rose (112), Sand Spring (53), Mill Run (10), Asher Glade (52), and Humberson (14), for a total of 297 flags. The total cost is \$465.60, and Mr. Hinebaugh requested that the Town consider covering this expense.

Motion #3: (Council member Kelley/Council member Sines) Approval of reimbursement to VFW Post 10077 in the amount of \$465.60 for the purchase of 297 American grave marker flags placed in the Town of Friendsville's cemeteries. 4 in favor/0 opposed/0 abstention. Motion carries.

Doug Sines

Doug expressed his appreciation for the Town's Spring Clean-Up held during the week of April 27, 2026. He also asked that Council be made aware of several potholes on Park Street that need to be addressed, as well as faded street signs at the intersection of Park Street and Sawmill Lane that should be repainted or replaced.

Amy Jaramillo

Amy reported that the Makers Market originally scheduled for May 16 has been rescheduled to May 23, 2026, due to a lack of vendor participation. Following discussion, it was decided that Maple Street will remain open to traffic on May 23. Mayor Schlosnagle will notify Paul Harvey of this update.

Unfinished Business

Softball Restroom/Utility/Storage Room

Mayor Schlosnagle reported that the building is approximately 95% complete, with installation of hand dryers still pending due to backorder. The building is currently open and in use. He also asked whether Council would consider replacing the existing exterior lights with motion-activated lighting. Council agreed not to make changes at this time, but to consider turning off the middle light instead.

MD42 Bridge MDOT-SHA Update

Work on the bridge began last week, and crews are setting up underneath it this week. Lynn noted that construction is taking place daily from 7:00 a.m. to 7:00 p.m.

Draft Zoning Ordinance – Open for Public Comment April 20, 2026 – May 20, 2026

Mayor Schlosnagle shared that the draft zoning ordinance is available for public review and is open for comments for 30 days. The draft zoning ordinances are available at the town hall and the library, and it also posted along with the flyer on the Town of Friendsville website.

Program Open Space FY2027 Grant – Due 5/21

Mayor Schlosnagle shared that the County receives approximately \$300,000. The grant is 90/10 grant and if we keep it under \$50,000, we have a good chance of getting the grant. Projects that we are exploring are as follows:

- Community Park Sun Sails
- Recreational Parking Lot Sun Sails
- Recreational Parking Lot Dog Park

Land and Water Conservation Fund Grant – Due 6/24

At Siere Wigfield’s recommendation, it was decided not to use this grant for the steps leading down to the Youghiogheny River. Instead, the Town will pursue the DNR Waterway Improvement Grant, which offers 100% funding. The application is due in mid-July, and Mayor Schlosnagle is working with Jesse Shimrock on the application information for Wanda to submit by mid-July.

DNR Forestry Grant – Due 7/15

Council member Artice shared that the tree committee will be meeting at the end of June or beginning of July at the last meeting, 04/20/2026, and they will decide what they want to do about submitting the second round of funding for the trees and will share it at the next meeting on 5/18/2026.

ALGAR MML Chapter Dinner Meeting

Mayor Schlosnagle announced that the date has been changed from May 13, 2026, to May 27, 2026. He will follow up regarding the RSVP date.

FY27 Community Parks & Playgrounds Friendsville Elementary School Inclusive Playground Project

Mayor Schlosnagle announced that we received an email from Tiffany DePaoli on Friday, May 1, 2026, that they selected the Town of Friendsville’s Friendsville Elementary School Inclusive Playground project for funding. The start date is May 1, 2026, the application will be submitted to the State Clearinghouse for review and recommendations and is scheduled for the first available Board of Public Works meeting. Reimbursement cannot be submitted until the BPW approves the project.

New Business

U.S. Army Corps of Engineers (USACE) Lease

To renew the lease with the Army Corps of Engineers for the Community Park property, administrative costs and an environmental study were initially expected. The lease is for a 25-year term, with an option to renew for an additional 10–15 years. Mayor Schlosnagle spoke with Cathy Perry in Pittsburgh and explained that the Town has not previously been responsible for these costs and also discussed reducing the footprint of the lease. The original lease covered 9.16 acres. She indicated that the administrative fees for the renewal will be absorbed by USACE and waived for the Town, and she reduced the lease area to 5.5 acres. Maps reflecting these changes were reviewed. Council asked about the benefits of reducing the lease area and whether the Town would still be responsible for the environmental study costs. Spencer will follow up with Cathy and report back at the next meeting.

Program Open Space FY2027 Grant – Due 5/21

Mayor Schlosnagle shared that the County receives approximately \$300,000. The grant is 90/10 grant and if we keep it under \$50,000, we have a good chance of getting the grant. We will need an idea of what you want.

Mayor’s Report (Appendix A)

Clerk’s Report

April’s Summary & QuickBooks Income, & Salary Reports

Motion #4: (Council member Hook/Council member Sines) 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

Committee's Reports

- **Buildings:** Nothing
- **Safety:** Nothing
- **Streets & Sidewalks:** Mayor Schlosnagle shared the pictures from Terry Uphold regarding the sidewalks at Maple Street at the intersection of Second Avenue and Between the Pharmacy & Pub. The street committee will review them and make recommendations.
- **Community Park:** Nothing
- **Trees & Shrub:** Mayor Schlosnagle announced that Pam Jasper will not be able to continue on the Tree Committee and Amy Jaramillo will finish her term on the committee.
- **Economic Development:** The next GFBA meeting will be on Thursday, May 28th at the Anchor Church.
- **Recreational Parking Lot:** Wanda shared that I received a phone call from Chad Bittinger this morning. He asked that I share the following information at tonight's meeting. Chad Bittinger reported that he received a phone call from Western Maryland Septic regarding a quote for a portable trailer for the Recreational Parking Lot. The cost would be \$2,500 per month, which includes one weekly cleaning. Due to the lack of electrical power at the site, there would be no hot water available. Mr. Bittinger stated that he does not support moving forward with this option for the recreational parking lot at this time, as the total cost for a six-month period would be \$15,000.

Concerns of Council Members

The public hearing for the FY2027 Budget Ordinance has been scheduled for May 26, 2026, at 5:30 p.m. in the Council Chamber at Town Hall.

Important Date(s)

- Zoning Ordinance Open – Public Comments April 20 – May 20, 2026
- Mayor & Town Council Meeting – May 18, 2026, 6:00 p.m.
- Makers Market – May 23, 2026, 10:00 a.m. – 3:00 p.m.
- Town Wide Yard Sale – Saturday, May 23, 2026
- Zoning Ordinance Public Hearing – June 4, 2026, FVFRD 7:00 p.m.

Adjournment

Motion #5 (Council member Sines/Council member Hook): Approval of adjourning the meeting.

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

The meeting was adjourned for 7:40 p.m.

Respectfully Submitted,

Wanda M. Guard

Wanda M. Guard,
Administrative Assistant, Clerk-Treasurer

Approved:
Simon R. Schlosnagle
Mayor
5/26/2026

Mayor's Report

April 21, 2026, through May 4, 2026

- On Tuesday, April 21, 2026 I attended a Closed Session meeting of the Garrett County Mayor's in Oakland. We met in the Oakland City Hall Council Chambers.
- On Wednesday, April 22, 2026 I participated in a zoom meeting during the day. I am on the Lifetime Achievement Committee of the Maryland Municipal League. We discussed the four nominees and their credentials and accomplishments. We all agreed on the individual that will be recognized at our Summer Conference in June.
- The evening of Wednesday, April 22, 2026 I attended the Tri County Council Meeting that was held in Allegany County at UMPC Hospital. I serve as a board member representing the Garrett County Municipalities. Our new Executive Director shared with all of us the new logo and that other exciting things are to come.
- On Thursday, April 23, 2026 the Town Council and I met with our Code Enforcement Officer and a citizen in Closed Session to discuss their property. The major issues have since been addressed. After that meeting the Town Council and I met with the Garrett County Commissioners, County Administrator and department heads from the Public Utilities Division in Closed Session to discuss several important issues. The County will be sending out a notice to the citizens soon.
- On Tuesday, April 28, 2026 I attended a Closed Session meeting of the Garrett County Mayor's in Oakland. Chris Mullet, President and CEO of Garrett County Community Action joined us. We met in the Oakland City Hall Council Chambers.
- The week of April 27, 2026 through May 2, 2026 we held our Spring Clean Up Week. I went around on Friday and Saturday and helped them know where to pick up items. It was extremely successful and many citizens really cleaned up around their properties. Every citizen who participated should be very proud. Friendsville is a shining example of how working together we can really beautify our little town.
- I been working with a manager from BFS to get them to finish getting the remainder of the creeper vine off the "Old Feed Mill" in the middle of town. They have removed the rest of it along with covering of the broken windows that were exposed. I thanked him and his maintenance team for all their hard work.