



*Mayor and Town Council*  
*Town of Friendsville*  
*Founded 1765*

945 Community Drive  
Friendsville MD 21531  
Ph: 301-746-5919  
town@friendsvillemd.gov  
www.friendsville.org

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**Public Hearing**  
**Monday, May 28, 2026**

**Attendance:**

Spencer R. Schlosnagle, Mayor

Wanda Guard, Administrative Assistant, Clerk-Treasurer

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

**Absent:** Council member Bittinger

**Citizens/Guests:** None

**Call to Order:** Council President Humberson called the public hearing to order on May 28, 2026, at 6:05 p.m. The purpose of the hearing will be to hear public comments regarding the proposed budget for Fiscal Year 2027.

Ordinance No. O-2026-01 Fiscal Year Budget (7/1/2026-6/30/2027) introduced on the 26th day of May 2026.

**Citizen Input:** No comments or citizen input received.

Mayor Schlosnagle shared that the purpose of the hearing was to review the attached proposed budget for the upcoming Fiscal Year Budget (7/1/2026-6/30/2027) (**Appendix A**) and seek the Council's discussion and approval on its allocation. A detailed overview of the budget along with the budget highlights, which included the taxes and services charges, capital improvements & personnel for FY2027 presented. The presentation covered the key components, including revenue sources, projected expenditures, and anticipated impact on the town's financial health. He worked closely with Wanda to ensure that the allocations aligned with needs and priorities, and the budget income and expense reflect the actual figures as May 28, 2026, in the report.

Council discussed salary increases for current employees effective July 1, 2026. The Mayor requested that Wanda to step out of the meeting while the he presented his recommendations for employee raises.

Council consensus to approve a raise for employees, effective July 1, 2026.

**Motion #1** (Council member Hook/Council member Sines): Approval to accept O-2026-01 Fiscal Year 2027 Budget. 5 in favor/0 opposed/0 abstention. Motion carries.

Wanda presented the proposal from Chips Network regarding the installation of hardwired internet service in the concession stand. After consultation with Dave Kordyban and Cheryl DeBerry, it was determined that the best option would be for the Town to coordinate directly with Chips Network for the installation. This solution provides a more dependable, future-proof, and lighting-resistant connection for the concession stand, while also allowing for greater bandwidth capacity and security.

The maintenance team will dig the trench, the Fire Department will make the wall opening, and Tyler Friend from Chips Network will proceed with the installation on Monday, June 1, 2026. **(Appendix B)**

**Motion #2** (Council member Hook/Council member Sines): Approval granted to accept the proposal from Chips Network and to move forward with the installation of internet service into the concession stand.  
5 in favor/0 opposed/0 abstention. Motion carries

**Motion #3** (Council member Hook/Council member Kelley): Approval granted to adjourn the meeting.  
5 in favor/0 opposed/0 abstention. Motion carries

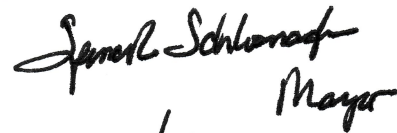
The meeting adjourned at 7:30 p.m.

Respectfully Submitted,



Wanda M. Guard,  
Administrative Assistant, Clerk-Treasurer

Approved:



Mayor

6/1/2026



# Town of Friendsville

Founded 1765

MARYLAND

## Budget Proposal Fiscal Year 2027 (7/1/2026 - 6/30/2027)

### Mayor & Town Council

Spencer R. Schlosnagle, Mayor  
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

### Town Staff

Wanda M. Guard, Administrative Assistant, Clerk-Treasurer  
Clint A. Suter, Maintenance  
Brandon T. Schmidt, Maintenance  
Joshua P. Frederick, Contractural/Seasonal Maintenance

Revised 5/28/2026

## **Budget Highlights**

**Fiscal Year 2027 (7/1/2026 to 6/30/2027)**

### **Taxes and Service Charges**

Real Estate taxes will remain at .41/\$100.

Personal Property will remain at \$.50/\$100.

Utility taxes will remain at \$1.64/\$100

### **Capital Improvements**

The total amount of State Highway User Funds is \$65,000.00

\$75,000 is budgeted for streets & sidewalks.

\$6,000 is budgeted for improvement of buildings.

\$2,500 is budgeted for snow plowing and materials.

### **Personnel**

We employ two full-time employees, one part-time employee and one contractual/seasonal employee

Mrs. Wanda M. Guard - Administrative Assistant, Clerk-Treasurer

Mr. Clint Suter & Mr. Brandon Schmidt - Full time Town Maintenance Employees

Mr. Joshua P. Frederick Contractual/Seasonal Town Maintenance Employee

### **Other Services**

Mr. Michael Llewelyn is serving as the Municipal Attorney.

Mr. Jarrett Mahoney is serving as the Code Enforcement Officer.

Ms. Robin Bernard is serving as our Circuit Rider/Grant Writer.

**Town of Friendsville**  
**945 Community Drive**  
**Friendsville, MD 21531**  
**301.746.5919**

**Fiscal Year 2027 (7/1/2026 to 6/30/2027)**

**INCOME**

	<b>Budget Year</b>	<b>Actual Figures</b>	<b>Proposed Budget</b>
	<b><u>2025-2026</u></b>	<b><u>as 05/28/2026</u></b>	<b><u>2026-2027</u></b>
Available Operating Cash	\$ 147,250.00	\$ 0.00	\$ 98,000.00
Assessed Real Estate Tax	83,000.00	83,690.04	88,000.00
Assessment rate remains at .41 per \$100			
Uncollectable accounts	3,000.00	6,592.39	6,000.00
Assessed Personal Property Tax Assessment	2,500.00	1,957.71	2,500.00
Assessment rate remains at .50 per \$100			
Assessed Utility Tax	12,500.00	11,483.11	12,500.00
Assessment rate remains at \$1.64 per \$100			
State of Maryland Highway Usage Fund	50,000.00	63,054.81	65,000.00
State of MD Income Tax	34,000.00	34,104.02	32,000.00
Permits & Fees			
Alcoholic Beverage License	1,000.00	0.00	1,000.00
Business License Fees	1,000.00	636.59	900.00
Building/Zoning Permit Fees	800.00	1,020.00	800.00
Rental	900.00	0.00	900.00
Accommodation Tax	29,250.00	29,127.10	33,300.00
Interest Received (Investments & Taxes)	1,000.00	2,477.62	1,800.00
Miscellaneous			
Community Park Rentals	4,500.00	10,130.00	10,000.00
Franchise Tax	6,800.00	7,423.27	7,500.00
Garrett County Commissioner's Tax Differential	25,000.00	25,000.00	25,000.00
Garrett County Commissioner's Park Gift	4,000.00	0.00	4,000.00
Take Out Fees	3,000.00	2,544.00	2,500.00
Miscellaneous	500.00	286.40	300.00
<b>Sub total of Operating</b>	<b>\$ 410,000.00</b>	<b>\$ 279,527.06</b>	<b>\$ 392,000.00</b>
<b>Grants</b>			
Community Development Block (CDBG)			
Zoning Ordinance Revision	35,000.00	26,106.30	
Community Legacy			
Friend Family Museum/Library	9,500.00	3,660.34	Close Out
Community Parks and Playground			
Restroom/Electrical Room	241,604.00	231,525.00	Close Out
Program Open Space			
Recreational Parking Lot Pavilion	22,433.00	20,029.44	Close Out
Forestry Grant (MUCFC)	757.00	757.00	Close Out
<b>Sub total of Grants</b>	<b>309,294.00</b>	<b>282,078.08</b>	<b>0.00</b>
<b>Total</b>	<b>\$ 719,294.00</b>	<b>\$ 561,605.14</b>	<b>\$ 392,000.00</b>

## EXPENSES

	<b>Budget Year</b>	<b>Actual Figures</b>	<b>Proposed Budget</b>
	<b><u>2025-2026</u></b>	<b><u>as of 05/28/2026</u></b>	<b><u>2026-2027</u></b>
<b>Salaries Mayor &amp; Town Council</b>	\$ 4,800.00	\$ 3,030.00	4,800.00
Clerk/Treas Adm. Assistant (Plus Bonus)	35,000.00	27,819.75	33,000.00
Municipal Circuit Rider	810.00	810.10	810.00
Code Enforcement Officer	4,450.00	4,446.00	4,580.00
Election Board	1,400.00	834.25	1,000.00
Maintenance Personnel (Plus Bonus)	90,000.00	68,463.53	80,000.00
Season Maintenance Personnel (Plus Bonus)	13,000.00	8,375.00	12,000.00
Administrative Expenses (Travel & Meals )			
Mayor	6,500.00	4,609.81	7,000.00
Council Members	6,500.00	5,180.20	6,500.00
<b>Office</b>			
Accounting	2,800.00	2,321.93	2,400.00
Advertising	1,500.00	501.60	1,000.00
IT Support/Sensitive Equipment	2,000.00	2,222.22	2,500.00
Office Supplies	2,500.00	1,322.38	2,000.00
Postage/Delivery	415.00	234.91	450.00
Printing/Reproductions	825.00	109.66	700.00
Website Maintenance	300.00	230.11	400.00
Utilities (Electricity)			
Building Lights	3,000.00	2,927.39	3,300.00
Park Lights	3,500.00	1,438.03	2,500.00
Street lights/Town Sign	10,500.00	10,153.31	11,560.00
<b>Maintenance of Municipal Property</b>			
Buildings	5,000.00	3,571.11	6,000.00
Equipment Repairs/Rentals	2,000.00	1,577.53	2,100.00
Park	8,000.00	7,713.49	10,000.00
Streets and Walks	80,000.00	72,767.98	75,000.00
Trees/Shrubs	4,000.00	2,685.00	4,000.00
Vehicles Repair & Maintenance	2,500.00	1,101.16	2,000.00
Snow Removal	2,500.00	0.00	2,500.00
Waste Collection	4,500.00	3,459.25	4,800.00
Dues & Subscriptions	1,500.00	1,587.88	1,600.00
Unemployment	500.00	100.20	400.00
Employees FICA	11,100.00	8,306.58	10,000.00
<b>Gas and Fuel</b>			
Buildings-Propane/Fuel Oil	4,800.00	3,830.73	4,800.00
Vehicle & Equipment	6,000.00	3,843.43	5,000.00
<b>Insurance</b>			
Disability & Workman's Compensation	5,400.00	4,056.00	5,000.00
Umbrella Policy (Buildings)	7,800.00	6,384.00	7,500.00
Audit	3,000.00	3,000.00	3,000.00
Telephone	1,200.00	1,036.80	1,300.00
Legal Services	5,000.00	1,129.35	4,500.00
Contingency	51,400.00		48,700.00

## EXPENSES

	<b>Budget Year</b> <b><u>2025-2026</u></b>	<b>Actual Figures</b> <b><u>as of 05/28/2026</u></b>	<b>Proposed Budget</b> <b><u>2026-2027</u></b>
Miscellaneous			
Christmas Celebration Expenses	3,000.00	2,950.60	3,200.00
Meals	1,500.00	1,537.49	1,800.00
Garrett County Commissioner's Park Gift	4,000.00		4,000.00
Donations/Discounts	4,000.00	6,951.76	6,500.00
Miscellaneous	1,500.00	1,149.57	1,800.00
<b>Sub total of Operating</b>	<b>\$ 410,000.00</b>	<b>\$ 283,770.09</b>	<b>\$ 392,000.00</b>
<b>Grants</b>			
Zoning Ordinance Revision	35,000.00	31,429.06	
Community Legacy			
Friend Family Museum Library	9,500.00	7,950.00	Close Out
Community Parks and Playground			
Restroom/Electrical Room	241,604.00	240,019.50	
Program Open Space			
Recreational Parking Lot Pavilion	20,100.00	19,892.77	Close Out
10% match	2,333.00	0.00	Close Out
Forestry Grant (MUCFC)	757.00	759.58	Close Out
<b>Sub-total of Grants</b>	<b>309,294.00</b>	<b>300,050.91</b>	<b>0.00</b>
<b>Total</b>	<b>\$ 719,294.00</b>	<b>\$ 583,821.00</b>	<b>\$ 392,000.00</b>



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**Ordinance No: O-2026-01**  
**Fiscal Year 2027 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 2026-2027 as attached hereto, is hereby adopted as the budget for the Town of Friendsville with the following:

General Receipts/Expenditures	\$ 392,000.00
Grant Receipts/Expenditures	\$ .00
Total Receipts/Expenditures	\$ 392,000.00

**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 2027 budget ordinance shall be held on the 28<sup>th</sup> day of May 2026 at 6:00 p.m. at the Town Hall located at 945 Community Drive Friendsville, Maryland 21531.

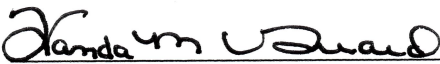
**INTRODUCED** this 26<sup>th</sup> day of May 2026.


**SECOND READING AND ADOPTION** this 28<sup>th</sup> day of May 2026.

**AND BE IT FURTHER ORDAINED AND RESOLVED**, this ordinance shall be effective the 1<sup>st</sup> day of July 2026.

ATTEST:

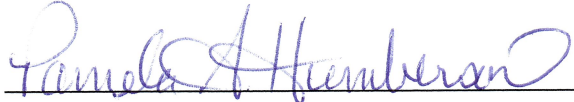
Approved:

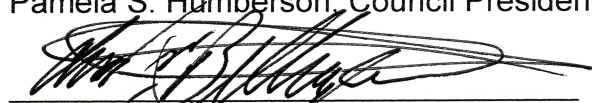
  
Wanda M. Guard,  
Administrative Assistant, Clerk-Treasurer


  
Spencer R. Schlosnagle, Mayor


**Ordinance No: O-2026-01  
Fiscal Year 2027 Budget Ordinance**

Approved:

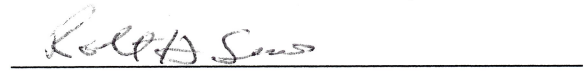
  
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Pamela S. Humberson, Council President

  
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Chad E. Bittinger, Council Member

  
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Edward B. Kelley, Council Member

  
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Michael E. Artice, Council Member

  
\_\_\_\_\_  
James M. Hook, Council Member

  
\_\_\_\_\_  
Robert H. Sines, Council Member



CHIPS Network Inc.  
12978 Garrett Highway  
Oakland, MD 21550  
301-387-5652

05/28/2026

CHIPS Network is pleased to provide the Town of Friendsville with the following project proposal:

**Scope: Provide materials and labor to terminate and splice fiber cable for network access into Friendsville Concession Stand**

1. Existing fiber cable will be cut and installed through conduit that is provided and installed by others
2. CHIPS Network to provide and install small wall mount network rack with fiber distribution patch panel and network switch with fiber port(s) at the direction of town and/or fire department management
3. Both ends of the 12-count fiber optic cable will be entered into fiber patch panel and secured for splicing
  - a. Fiber cable will be terminated with SC/UPC pigtails and fusion spliced and tested with OTDR to meet EIA/TIA standards and landed on adapter plate in industry standard color code
4. CHIPS Network to provide and install (2) SC/UPC – LC/UPC singlemode fiber patch cables
5. CHIPS Network to provide and install (2) singlemode SFPs into network switch
6. Network switch to be configured into CHIPS Network cloud controller
  - a. Additional private network to be setup for use by Concession equipment and port assignments given for connection(s) to network switch

**Exclusions and Clarifications:**

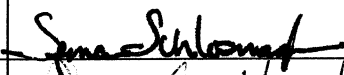


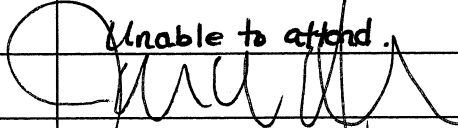
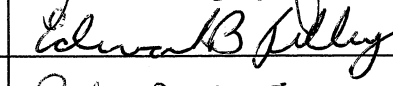
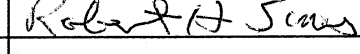
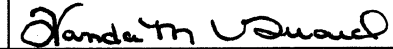
- Equipment, safety devices, and testing to be included in price
- Completion of approved work could be determined by weather or other unforeseen issues and delays and excludes weekend and holidays unless otherwise agreed upon
- Any delayed or inaccessible access to locations that would prevent continued work maybe be billed at T&M rates - building access will be requested in advance for ease to all parties
- Payment terms are NET30 on completion of job and receipt of invoice
- Unforeseen/non-typical issues will be addressed as soon as they are apparent with approval from both parties
- Modifications to scope can be made with written request
- Quote is applicable for 30 days

**Total Quoted Price with Labor and Materials .....\$2,487.90**

Approval Signature: James R. Schlenker, Mayor Date: 5/28/2026

# SIGN IN Sheet

Event: Public Hearing  
 Date: Thursday, May 28, 2026  
 Friendsville Town Hall  
 Council Chambers

Town of Friendsville Mayor & Town Council Members			
No	Please Print Name	Signature	Phone Number & Email
1	Spencer R. Schlosnagle, Mayor		301.501.1605 srschlosnagle@gmail.com
2	Pamela S. Humberson, Council President		301.746.5919 town@friendsvillemd.gov
3	Michael E. Artice, Council Member		301.746.5919 town@friendsvillemd.gov
6	Chad E. Bittinger, Council Member	Unable to attend.	301.746.5919 town@friendsvillemd.gov
4	James M. Hook, Council Member		301.746.5919 town@friendsvillemd.gov
5	Edward B. Kelley, Council Member		301.746.5919 town@friendsvillemd.gov
7	Robert H. Sines, Council Member		301.746.5919 town@friendsvillemd.gov
8	Wanda M. Guard, Administrative Assistant, Clerk-Treasurer		301.746.5919 town@friendsvillemd.gov

Town of Friendsville Public Participants			
No	Please Print Name	Email	Phone Number
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