

**Town of Loch Lynn Heights
COUNCIL MEETING
October 7, 2025**

Mayor Friend called the meeting to order at 5:30. Councilperson Rexroad led the Pledge of Allegiance. In attendance were Council members Max Hill, Bryce Canfield, Barbara Rexroad and John Groves, and Clerk Rebecca Friend. Agenda was approved with additions.

Sheriff's Office – Deputy Ridder reported 13 town patrol hours, 52 total incidents.

Executive Session (Closed Session) Mayor requested that the meeting be closed to discuss legal matters and possible use of public funds. Motion was made by M. Hill and seconded by J. Groves, Council voted unanimously to close the meeting.

Meeting resumed with introduction of Tim Hall, Cub Scout leader, who requested use of the Town Hall for troop meetings. He will provide schedule for meeting dates and times. Council voted unanimously to allow use of the hall with some guidelines to be put into place. Motion by B. Rexroad, second by J. Groves.

September 2025 Minutes – J. Groves moved to approve, forgoing reading; second by M. Hill, unanimous vote.

September 2025 Financial Reports – Some questions from last month are explained by understanding accrual method of accounting. Other discrepancies were addressed. A couple of incorrect entries on this report will be investigated. Tentatively accepted with motion by M. Hill, second by B. Rexroad.

ACTIVITY REPORTS

Code Enforcement – Officer Mahoney presented information from two cases during the closed session.

GCM – October meeting cancelled.

Grants – Playground Project update – Phase 2 of the playground is scheduled for installation Oct. 13 to 17. Fencing will be done the following week. Paving was completed at town park, with an additional handicap parking space being added. Motion and second by J. Groves, B. Rexroad, passed unanimously, to pay the additional \$1,460 for the space that will be funded through highway budget. Street Tree Planting Update – letters were sent to residents who do not have trees or need to have replacement trees. DNR representatives will be here tomorrow (Oct. 8) to plant trees and shrubs purchased with MCUFC forestry grant. Town has received completed Tree Inventory. Sign on concession stand was refaced. Grant funding reimbursement was requested for down payment made on playground phase 2. Mayor presented CHIPS proposal for installing utility pole and running conduit for electrical and fiber to provide lighting and surveillance camera coverage for new play area. They can begin installation later this week. B. Rexroad moved, B. Canfield seconded, motion passed unanimously, to accept \$4,978 proposal.

Streets & Sewer – Maintenance cleared Alley 7 behind Martin property. An estimate of \$500 was given for taking down a dead pine on town right-of-way. Town and resident will take care of removing it. Approved, unanimous, after motion from J. Groves, second from M. Hill.

Correspondence / Meetings – Mayor met with town's attorney and Code Officer.

Maintenance Report – Mayor Friend handed out this month's report which includes need for repair on bed of 2011 dump truck. It has rusted through due to contact with salt and cinders. J. Groves suggested the vehicles might benefit from undercoating and will check on the cost.

Legislative Activities - Resolution 2025-04 Municipal Infraction Fines – New State standards for municipal fines took effect October 1; attorney recommended that the town's fines be increased. Clerk read the Resolution, which was adopted unanimously after motion from M. Hill, second from B. Canfield. It takes effect immediately.

OLD BUSINESS:

- A. Town Mayor & Council Salary Increase Ordinance - tabled
- B. 600 Block Seneca Avenue Zoning Ordinance Violation – will seek assistance from County Land Development Office.
- C. Mustang Property Renovations / Updates – Following upon the Executive Session discussion, J. Groves made a motion to proceed with citations and litigation, if necessary, to resolve the Code violations at this location. Motion seconded by B. Rexroad, passed unanimously. Arrangements will be made for Show of Cause Hearing to be advertised and held prior to November Council meeting.
- D. Town Trails / Maintenance Update- Volunteers worked to spread approximately 20 tons of gravel in low areas of the walking trail.

New Business

- A. Leaf Pickup – Mountain Lake Park will not be collecting leaves, so negotiating with County. May need to make other arrangements.
- B. Town Tax Audit Request – Clerk has provided an addresses list for MD Comptroller's office to compare with Local Income Tax records and see if some of the town's tax revenue may have gone to other towns.
- C. The Mayor proposed that new chairs be purchased for the clerk's desks and meeting table like the one that was recently obtained. It was inexpensive and functions well. Council is agreeable to this.
- D. The CD at Truist is mature and needs to be reinvested. The 12-month rate has dropped to 0.05 percent, while a 5-month CD will draw 3.30 percent. After short discussion, Council agreed to do the 5-month CD.

Announcements

- A. MML Fall Conference – Reception at Performing Arts Center at Garrett College
- B. Trick or Treat – October 31, 2025 from 5:30 – 7:00 pm
- C. Election – The two incumbent Council members have no opposition so will retain their seats.
- D. Time Change – November 2, 2025

Next Regularly Scheduled Council Meeting – November 4, 2025**Public Comment - none**

Meeting was adjourned at 7:20 pm.

Rebecca Friend
Rebecca C. Friend, Clerk / Treasurer
November 4, 2025

Larry F. Friend
Larry F. Friend, Mayor