

Town of Loch Lynn Heights
COUNCIL MEETING
December 2, 2025

Mayor Friend called the meeting to order at 5:30 pm and Max Hill 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.

November 2025 Minutes – M. Hill moved to approve, forgoing reading; second by B Canfield, unanimous vote.
November 2025 Financial Report – Money Market balance is incorrect – transfer was improperly coded. Tentatively accepted with motion by J. Groves, second by B. Rexroad, unanimous.

ACTIVITY REPORTS

Sheriff's Office – Deputy Lewis reported 13 town patrol hours, 4 motor vehicle crashes. Speeding and running stop signs continue to be concerns of Council.

Code Enforcement – Additional fines to be issued to Mr. Fultz for violations at the Mustang property. State follow-up needed on excavation on Seneca. Meeting with attorney is upcoming.

GCM – PACE funding was discussed. Siera Wigfield will present request for speed monitoring devices on behalf of Loch Lynn and Friendsville. Mayor Friend stated there are no pressing needs at this time.

Grants – There were 2 new requests for Street Tree Grant trees. DNR will be contacted for next steps. Playground is complete except for lighting and video surveillance installations. Reimbursements for grants have been requested. The State is asking all counties and towns to eliminate electronic equipment with Chinese-made chips. Town will need to begin changing out cameras and other video equipment.

Mayor's Report

Streets & Sewer – Maintenance has completed manhole inspections after making repairs on jetter. Alley 4 was ditched and graveled by County Roads. Town paid \$600 for the materials. Plans are being made to raise dangerous drop boxes along Roanoke Ave and to tar and chip Alley 2 next year.

Correspondence / Meetings – Mayor and Clerk attended GIS Day at the courthouse. They learned about new options in mapping and use of updated GIS systems in the county. Clerk requested an audit of local income tax revenue and around \$900 will be reimbursed to the town for tax returns that did not have Loch Lynn Hgts listed as their municipality of residence.

Maintenance Report – A new tarp for covering dump truck bed was purchased, and the arm that lowers it was repaired. Larry Bernard attended DNR Tree Expert class and passed the exam with flying colors. Unheated restrooms have been winterized and a broken hand dryer was replaced. A timed lock will be considered for the restroom at the pavilion, to allow use during daylight hours. Mayor provided a summary of other maintenance items to the Council.

OLD BUSINESS:

A. Town Mayor & Council Salary Increase Ordinance – Ordinance 2025-03 was introduced with first reading. A Public Hearing will be advertised and will be held prior to the January Council meeting. This ordinance will increase the elected officials' salaries for the first time in 40 years.

B. 600 Block Seneca Avenue Zoning Ordinance Violation – Attorney is considering next option.

C. Mustang Property Updates – Code Enforcement Officer will issue additional fines as first ones were ignored. When attorney has completed deed search and prepares documents, Show of Cause Hearing will be scheduled.

D. Leaf Pickup – County Roads Dept collected leaves three times. They did a good job, and this seemed to be sufficient number of collections.

E. Credit Card / Money Market Change – Money Market account at WEPCO is drawing 1% interest; they offer a 24-month CD that gets 4%. Council agreed that the town should consider moving the funds. WEPCO also offers a credit card that allows payments to be made at the local office. Clerk will investigate further.

F. Procurement Ordinance Discussion – Mayor Friend handed out a draft of a new Procurement Ordinance that would raise the amount allowed without requiring bids to \$25,000. Many towns are passing such legislation as it has become difficult to obtain bids for small projects. This would allow quotes to be accepted without requiring formal bidding. It also allows for the sale of unused equipment or materials up to \$500 (from \$100) without bidding requirements. Council is to review and give input.

New Business

A. Declaration Networks Easement and Cabinet Installation – The town's attorney reviewed a contract provided by Declaration for an easement behind Town Hall where they wish to install a fiber cabinet. As the attorney agreed that the contract was fine, it was signed and sent for registration. This agreement had been made prior to Mayor Corley's leaving office.

B. Budget line addition – transfer from previous year – Council agreed to inclusion of a new Budget line for adding \$30,000 from savings (from previous year's donation toward playground by Constellation Energy.) This will allow completion of all remaining projects at the park.

Announcements

Councilman Groves and Mayor Friend attended the November ALGAR dinner/meeting in Cumberland.

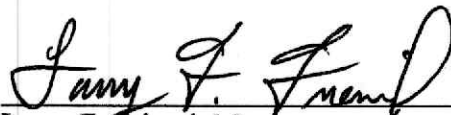
Next Regularly Scheduled Council Meeting – January 6, 2026

Public Comment - none

Meeting was adjourned at 7:04 pm.



Rebecca C. Friend, Clerk / Treasurer
January 6, 2026



Larry F. Friend, Mayor