

**Town of Loch Lynn Heights  
COUNCIL MEETING  
March 3, 2026**

Mayor Friend called the meeting to order at 5:33 and led the Pledge of Allegiance. In attendance were Council members Max Hill, Barbara Rexroad, Bryce Canfield and John Groves, and Clerk Rebecca Friend. Agenda was approved.

**February 2026 Minutes** –J. Groves moved to approve, forgoing reading; second by B. Canfield, unanimous vote.

**February 2026 Financial Report** –Tentatively accepted, noting corrections, with motion by M. Hill, second by J. Groves, unanimous.

**ACTIVITY REPORTS**

**Sheriff's Office** – No deputy available. Mayor will follow up regarding a loud, gray car without tags that has been racing around town streets.

**Code Enforcement** – No report.

**GCM** – March meeting cancelled. February – Commissioners and County Administrator attended.

County will continue funding Code Enforcement, will need to pick up additional other costs due to cuts by State. Council agreed to accept \$25,000 again this year in lieu of tax offset. Town may be eligible to apply for ARC grant for Community Center planning.

**Grants** – May be able to secure a stump grinder through DNR. Reimbursement has been requested for remainder of POS restroom grant.

**MAYOR'S REPORT**

**Streets & Sewer** – There are two trees that are leaning into power lines – one on Roanoke and one on Shenandoah. Council agreed that the one on Shenandoah needs to come down ASAP as the roots are pulling out of the ground. Clerk will check on estimates. DNR has given permission for removal of both. There has been an issue with sewer clogs in 500 block of Shenandoah. May need to check with a camera. B. Canfield reported that a resident has complained about potholes in First Ave. Maintenance will patch.

**Correspondence / Meetings** – Letters were sent to two residents - regarding dumping of snow in the street and blocking an alley. Mayor met with Code Enforcement and attorney to plan for Show Cause Hearing.

**Maintenance Report** – Two mailboxes need to be repaired after plowing damaged them. Playground will need additional wood chips and installation of lighting and cameras when the weather allows. J. Groves will begin photographing street signs to add to mapping system.

**OLD BUSINESS:**

**Mustang Property Updates / Excavation on Seneca** – Show of Cause hearing was held on Feb 24 for Dangerous Buildings on Mustang property. Council issued Findings of Fact that concluded there are two structures that need to be demolished. Report was sent to all parties involved. Council voted not to make an offer to purchase the property after motion by J. Groves, second by B. Canfield. Town will continue to pursue enforcement and legal action as needed to resolve violations. Attorney will advise as to posting the buildings and issuing the demolition order.

Councilman Groves will send new photos of unlawful excavation on Seneca Ave to Kate Anselvish at the Department of the Environment office.

**Possible Re-financing of Sewer Loan** – Council will defer this discussion until more options are explored.

**Credit Card Procedure Resolution** – Mayor is working on the resolution. It will include guidelines on use of County fuel access fobs as well as credit cards. Draft was given to Council members.

**Purchasing limits and Guidelines Resolution** – Resolution is being drafted to cover guidelines for purchases that are less than the \$25,000 limit set for needing bids.

**NEW BUSINESS**

**Town Hall Boiler Purchase Approval** – Council approved purchase and installation of a boiler to include heating and domestic hot water for the office area. This will be done by Byco Enterprises for \$15,904.05. The present system is not able to keep the office temperature at a comfortable level when the weather is very cold. Motion – J. Groves, second – M. Hill, unanimous vote.

**County Municipal Tax Rebate** - Approval of \$25,000 County rebate after motion by B. Rexroad, second from B. Canfield; unanimous vote.

**2025 - 2026 Auditor** – Quote accepted from Jo Sheffield for FY 25-26 Audit for the same price as last year - \$4,999. Motion from J. Groves, second – M. Hill. Passed unanimously.

**Fire Departments Donations** – Council agreed to donate \$300 each to Fire Departments at Deer Park, Oakland and Gorman. Motion by B. Rexroad, second – J Groves.

**ANNOUNCEMENTS**

ALGAR meeting to be held in Barton March 11. Loch Lynn Heights will host the May dinner/meeting at Pleasant Valley Community Center.

Wayne Callis was the winner of the Walmart gift card drawing. There were 26 entries.

**Next Regularly Scheduled Council Meeting – April 7, 2026**

**Public Comment** - none

Meeting was adjourned at 7:12 pm.



Rebecca C. Friend, Clerk / Treasurer  
April 7, 2026



Larry F. Friend, Mayor