

MIDDLETOWN TOWN COUNCIL
MEETING MINUTES
MARCH 12, 2018 | 7:00 p.m.

The Middletown Town Council Meeting was held in the Council Chambers, 7875 Church Street Middletown, VA on Monday March 12, 2018 at 7:00 p.m.

Town Council Present

Mayor Charles Harbaugh, IV
Councilor Thomas Simon
Councilor George Smith
Councilor Jeffrey Pennington
Councilor Scott Fink

Town Council Absent

Councilor Carolyn Aliff
Councilor Carole Snyder Jones

Staff Present

Town Manager/Treasurer Rebecca Layman
Police Chief Gary Benedict Jr.
Municipal Clerk Christina Smith
Maintenance Supervisor Donald Welsh

1. Call to Order

Mayor Harbaugh called the meeting to order at 7:00 p.m.

2. Moment of Silence

Mayor Harbaugh called for a moment of silence.

3. Pledge of Allegiance

Mayor Harbaugh led those present in the Pledge of Allegiance.

4. Roll Call

All Councilors were present with the exception of Councilor Carolyn Aliff

5. Set Agenda

Mayor Harbaugh asked for a motion to set the agenda. Councilor Pennington made a motion to set the agenda. Councilor Simon seconded the motion. All Councilors were in favor.

6. Approval of Previous Council Meeting Minutes

Councilor Simon made a motion to approve the minutes from the February 12, 2018 Town Council meeting. Councilor Pennington seconded the motion. All Councilors were in favor and the Town Council minutes were passed.

7. Citizen Comments (3 minutes per person per meeting – max 30 minutes)

No citizen comments

8. Report of the Facilities Committee

Nothing to report

9. Report of the Personnel and Finance Committee

Councilor Fink made a motion to approve the Treasurer report. Councilor Smith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Pennington – Yes
Councilor Simon – Yes

Councilor Smith – Yes
Councilor Fink – Yes

Motion carried 4-0

10. Report of the Public Works Committee

Nothing to report

11. Report of Public Safety Committee

Councilor Fink stated police calls and case reviews are in the packet.

Councilor Fink made a motion to approve the Law Enforcement Mutual Aid Agreement between The Town of Middletown, Virginia and Lord Fairfax Community College. Councilor Smith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Pennington – Yes
Councilor Simon – Yes

Councilor Smith – Yes
Councilor Fink – Yes

Motion carried 4-0

12. Report of the Ordinance Committee

Councilor Simon read the First reading of “AN ORDINANCE TO AMEND SECTION 2-40, OF THE CODE OF THE TOWN OF MIDDLETOWN, VIRGINIA” for the purpose of reducing the number of citizens required to serve on the Town’s Planning Commission. Councilor Simon stated this was in the form of a motion. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Pennington – Yes
Councilor Simon – Yes

Councilor Smith – Yes
Councilor Fink – Yes

Motion carried 4-0

Councilor Simon read the Second reading of “AN ORDINANCE TO AMEND SECTION 2-40, OF THE CODE OF THE TOWN OF MIDDLETOWN, VIRGINIA” for the purpose of reducing the number of citizens required to serve on the Town’s Planning Commission. Councilor Simon stated this was in the form of a motion. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Pennington – Yes
Councilor Simon – Yes

Councilor Smith – Yes
Councilor Fink – Yes

Motion carried 4-0

13. Report of the Planning and Zoning Committee

Nothing to report

14. Report of Special Committees

Mayor Harbaugh reported Middletown's Annual Easter Egg Hunt will be on Saturday March 31, 2018 at 11:00 a.m. in the town park. He also advised there will be a second 4th of July Committee coming up.

15. New or Unfinished Business

Set Work Session Meeting date – Monday April 2, 2018 @ 7:00 p.m.

16. Petitions and Communication

Councilor Snyder Jones called in via telecommunications and requested the Council convene in a Closed Session, under Section 2.2-3711 (A) 1 of the Code of Virginia for the discussion of Personnel Issues. The Council went into closed session at 7:05 p.m.

Councilor Snyder Jones read the following to come out of closed session:

WHEREAS, the Middletown Town Council has convened a Closed Session Meeting on this date pursuant to an affirmative agreement of the Council and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712. (D) Of the Code of Virginia requires a certification by the Council that such Closed Session Meeting was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED, that the Council Members hereby certifies that, to the best of each member's knowledge, only matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Closed Session Meeting to which this certification resolution applies, and only such public business matters as were identified in the agreement convening the Closed Session Meeting were heard, discussed or considered by the Council.

17. Adjournment

Mayor Harbaugh adjourned the meeting at 8:10 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh IV
Mayor