

MIDDLETOWN TOWN COUNCIL
MEETING MINUTES
June 11, 2012

The Middletown Town Council Meeting was held in the Council Chamber, 7875 Church Street, Middletown, VA on Monday, June 11, 2012 at 7:00 pm.

Town Council Present

Mayor Charles Harbaugh, IV
Councilor Trip Chewning
Councilor John Copeland
Councilor Tom Simon
Councilor Mark H. Davis
Councilor Donna M. G. Gray
Councilor Carole Snyder

Staff Present

Rebecca L. Layman, Municipal Clerk
Joan Roche, Town Manager
Jeremy Viar, Public Works

Town Attorney

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.

5. Set Agenda.

Councilor Copeland made a motion to set the agenda. Councilor Davis seconded the motion. All Councilors were in favor.

6. Citizen Comments.

No citizen comments

7. Approval of Previous Council Meeting Minutes

Councilor Snyder made a motion to approve the minutes from the May 14, 2012 Town Council meeting. Councilor Copeland seconded the motion. All Councilors were in favor and the minutes were approved.

8. Report of the Facilities Committee

Councilor Snyder had nothing to report.

9. Report of the Personnel and Finance Committee

Councilor Chewning stated there was a change in the budget from the First and Second reading that was approved on May 30, 2012. The budget that was approved on May 30, 2012 totaled \$1,689,267.00 and

since the second reading the following changes have been made, the position of the investigator in the police department and the administrator in the water and sewer department have been put back into the budget at an expense of \$29,275.00. Additional line item cuts to the police department and the public works departments have been made amounting to \$12,259.00, and an estimated cost of unemployment benefit payments on behalf of the Town Manager in the amount of \$9,828.00 has been added to the general government expenses. Therefore the budget for tonight 1,716,156.00 and reserve fund transfer of \$88, 885.00 is anticipated to balance that budget. Councilor Chewning made a motion to approve the third and final reading of the budget for the Town of Middletown for the fiscal year 2012-2013 in the amount of \$1,716,156.00. Councilor Copeland seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – No	Councilor Gray – Yes
Councilor Chewning – Yes	Councilor Simon – Yes
Councilor Copeland – Yes	Councilor Davis – Yes

Motion carried 5-1

Councilor Chewning made a motion to approve the draft audit from Anderson White and Company for the fiscal year 2009-2010. Councilor Copeland seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes	Councilor Gray – Yes
Councilor Chewning – Yes	Councilor Simon – Yes
Councilor Copeland – Yes	Councilor Davis – Yes

Motion carried 6-0

Councilor Chewning made a motion to pay the bills for the month of May. Councilor Davis seconded the motion. Councilor Gray had a question about the training for the police department and maintenance and was told she would get clarification from the department heads, but has not heard anything back from the department heads. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes	Councilor Gray – Yes
Councilor Chewning – Yes	Councilor Simon – Yes
Councilor Copeland – Yes	Councilor Davis – Yes

Motion carried 6-0

10. Report of the Public Works Committee

Councilor Copeland introduces Jeremy Viar who is sitting in for Donald Riffey. Councilor Copeland stated that Donald is asking for quotes for updating the existing aeration tanks down at the treatment plant. Councilor Copeland stated the waterlines need to be replaced at Church Street and Reliance Road and those bids should be in by the next Work Session.

11. Report of Public Safety Committee

Report of the Police Department (see attach copy for the report)

12. Report of the Ordinance Committee

Councilor Gray had nothing to report.

13. Report of the Planning and Zoning Committee

Councilor Davis stated that the County Supervisors felt more comfortable holding off on any formal process in the context of the boundary adjustment until after the Town elections, but they are fine with informal discussions. Councilor Davis stated the Planning Commission work session is June 18 at 7:00 p.m.

14. Report of Special Committees

Mayor Harbaugh stated that the car show held on June 2, 2012 raised \$900.00 and that will go towards the July 4th celebrations. Next July 4th meeting will be June 13 at 7:00 p.m.

15. New or Unfinished Business

Next Committee Meeting will be June 19, 2012 @ 7:00 p.m.

Next Work Session Meeting will be July 2, 2012 @ 7:00 p.m.

16. Petitions and Communication

Town Manager Joan Roche stated that since the Council voted Third and Final on the budget she will no longer be the Town Manager. Town Manager Roche stated that it has been an honor and a challenge to serve the Council and Mayor and the residents of Middletown. She was very fortunate for her knowledgeable and supportive staff in order to keep everything running smoothly. Mayor Harbaugh thanked Ms. Roche for her tenure at the Town of Middletown. Councilor Davis thanked Joan for her service to the Town and she was always there when we needed her and she provided some invaluable services at some critical times. Councilor Chewning thanked Joan for her service and stated he would have been absolutely lost if Joan was not here when he joined the Council in March.

17. Adjournment

Mayor Harbaugh adjourned the meeting at 7:25 p.m.

Charles H. Harbaugh IV, Mayor

Rebecca L. Layman
Town Clerk

