

MIDDLETOWN TOWN COUNCIL  
MEETING MINUTES  
APRIL 9, 2018 | 7:00 p.m.

The Middletown Town Council Meeting was held in the Council Chambers, 7875 Church Street Middletown, VA on Monday April 9, 2018 at 7:00 p.m.

**Town Council Present**

Mayor Charles Harbaugh, IV  
Councilor Thomas Simon  
Councilor Carole Snyder Jones  
Councilor Carolyn Aliff  
Councilor George Smith  
Councilor Jeffrey Pennington  
Councilor Scott Fink

**Staff Present**

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

**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**

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

**6. Approval of Previous Council Meeting Minutes**

Councilor Aliff made a motion to approve the minutes from the March 12, 2018 Town Council meeting. Councilor Simon 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 Snyder Jones made a motion to approve the Treasurer report. Councilor Fink seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Pennington – Yes

Councilor Simon – Yes

Councilor Smith – Yes

Councilor Snyder Jones – Yes

Councilor Fink – Yes

Motion carried 6-0

**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. Chief Gary Benedict Jr. reported that he has completed the New Chief/Deputy Chief Training in Richmond, VA.

**12. Report of the Ordinance Committee**

Councilor Simon read the Third & Final 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 Smith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Pennington – Yes

Councilor Simon – Yes

Councilor Smith – Yes

Councilor Snyder Jones – Yes

Councilor Fink – Yes

Motion carried 6-0

**13. Report of the Planning and Zoning Committee**

Nothing to report

**14. Report of Special Committees**

Mayor Harbaugh reported there will be a 4<sup>th</sup> of July committee meeting on Tuesday April 10, 2018 at 7:00 p.m. held at the Main Street Town office.

**15. New or Unfinished Business**

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

**16. Petitions and Communication**

Town Manager Rebecca Layman reported that the move in date for the Church Street office has been tentatively scheduled for Monday June 4, 2018.

**17. Adjournment**

Mayor Harbaugh adjourned the meeting at 7:10 p.m.

---

Christina Smith  
Municipal Clerk

---

Charles Harbaugh IV  
Mayor