

MIDDLETOWN TOWN COUNCIL
MEETING MINUTES
June 13, 2016
7:00 p.m.

The Middletown Town Council Meeting was held in the Council Chamber, 7875 Church Street, Middletown, VA on Monday June 13, 2016 at 7:00 p.m.

Town Council Present

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

Town Council Absent

Councilor George Smith

Staff Present

Treasurer Rebecca Layman

1. Call to Order

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

2. Moment of Silence

Mayor Harbaugh asked 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 Smith.

5. Set Agenda

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

6. Citizen Comments

No citizen comments

7. Approval of Previous Council Meeting Minutes

Mayor Harbaugh asked for a motion to approve the May 9, 2016 minutes. Councilor Simon made a motion to approve the minutes. Councilor Snyder Jones seconded the motion. All Councilors were in favor and the Town Council minutes were approved.

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 Simon seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes Councilor Snyder Jones – Yes
Councilor Pennington – Yes Councilor Fink – Yes
Councilor Simon – Yes

Motion carried 5-0

Councilor Snyder Jones made a motion to appoint Christina Smith as the Town’s Freedom of Information Officer. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes Councilor Snyder Jones – Yes
Councilor Pennington – Yes Councilor Fink – Yes
Councilor Simon – Yes

Motion carried 5-0

Councilor Snyder Jones made a motion to appoint Rebecca Layman as Town Manager effective July 1, 2016. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes Councilor Snyder Jones – Yes
Councilor Pennington – Yes Councilor Fink – Yes
Councilor Simon – Yes

Motion carried 5-0

Councilor Snyder Jones made a motion for the First reading of “AN ORDINANCE TO BUDGET AND APPROPRIATE FUNDS FOR THE OPERATIONS OF MIDDLETOWN, VIRGINIA FOR THE FISCAL YEAR 2016-2017. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes Councilor Snyder Jones – Yes
Councilor Pennington – Yes Councilor Fink – Yes
Councilor Simon – Yes

Motion carried 5-0

Councilor Snyder Jones made a motion for the Second reading of “AN ORDINANCE TO BUDGET AND APPROPRIATE FUNDS FOR THE OPERATIONS OF MIDDLETOWN, VIRGINIA FOR THE FISCAL YEAR 2016-2017. Councilor Simon seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes Councilor Snyder Jones – Yes
Councilor Pennington – Yes Councilor Fink – Yes
Councilor Simon – Yes

Motion carried 5-0

10. Report of the Public Works Committee

Nothing to report

11. Report of Public Safety Committee

Councilor Aliff stated nothing to report other than the handouts in the packet.

12. Report of the Ordinance Committee

Nothing to report

13. Report of the Planning and Zoning Committee

Nothing to report

14. Report of Special Committee

Councilor Fink made a motion to approve Citizen of the Year Award to Robbie Limon. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes Councilor Snyder Jones – Yes
Councilor Pennington – Yes Councilor Fink – Yes
Councilor Simon – Yes

Motion carried 5-0

15. New or Unfinished Business

- a. Set Special Meeting date – June 21, 2016 @ 7:00 p.m.
- b. Set Committee Meeting date – June 21, 2016 to follow Special Meeting
- c. Set Work Session Meeting date – July 5, 2016 @ 7:00 p.m.

16. Petitions and Communications

Nothing to report

17. Adjournment

Mayor Harbaugh adjourned the meeting at 7:05 p.m.

Rebecca Layman
Treasurer

Charles H. Harbaugh, IV
Mayor