

MIDDLETOWN TOWN COUNCIL  
MEETING MINUTES  
NOVEMBER 12, 2019 | 7:00 p.m.

The Middletown Town Council Meeting was held in the Council Chambers, 7875 Church Street Middletown, VA on Tuesday November 12, 2019 at 7:00 p.m.

**Town Council Present**

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

**Staff Present**

Town Manager/Treasurer Rebecca Layman  
Chief Gary Benedict Jr.

**1. Set Agenda**

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

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

Councilor Pennington made a motion to approve the minutes from October 15, 2019 Town Council meeting. Councilor Fink seconded the motion. All Councilors were in favor and the minutes were passed.

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

Tim Allowatt store owner of Ideal Furniture located at 7722 Main Street shared information about his Giant Christmas Stocking raffle. All proceeds will go to Middletown Fire Department. Tickets can be purchased at his store.

Shayla Rickard 2165 First Street – see attached

**4. Report of the Facilities Committee**

Nothing to report

**5. 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 Terrill – Yes

Councilor Snyder Jones – Yes

Councilor Smith – Yes

Councilor Fink – Yes

Motion carried 6-0

**6. Report of the Public Works Committee**

Nothing to report

**7. Report of Public Safety Committee**

Councilor Fink stated police calls are in the packet.

**8. Report of the Ordinance Committee**

Nothing to report

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

Nothing to report

**10. Report of Special Committees**

Nothing to report

**11. New or Unfinished Business**

Set Work Session Meeting date – December 2, 2019 @ 7:00 p.m.

**12. Petitions and Communication**

Nothing to report

**13. Adjournment**

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

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Rebecca Layman  
Town Manager/Treasurer

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Charles Harbaugh, IV  
Mayor

Our committee has been working very hard to get everything in place for grant writing to begin. In addition to speaking with citizens regarding what they envision for Main Street, we have decided to try and coordinate a spruce up day in the park in Spring 2020. Our town crew does an excellent job keeping Middletown Main Street looking so well, we thought a kick off in the park would serve two purposes. One, to help the town crew plant, mulch, and straighten the park; and two, it would bring Middletown together as a community. We all agree that "Community" is a really big thing here in Middletown and we want to capitalize on that. The people that agreed to serve on this committee have an incredible vision as well as a passion to take Middletown some amazing places. Matt, Robbie, Terry, and Alexandra are wonderful to work with and have great energy.

I have been contacting several people in the neighboring communities who have been through this process; they are all willing to help in any way they can.

I also have been in contact with Kyle Meyer in Richmond regarding grants. Kyle works in Richmond for the Virginia Department of Housing and Community Development; super nice person and very helpful in the several times we have communicated. Michele and I have spoken last week regarding the paperwork that he has sent me. At this point, Middletown needs to decide if we would like to become a Commercial District Affiliate and I have forwarded all the information that I currently have to Michele regarding the initial phase of this process. If we become a Commercial District Affiliate, then the grant writing process can begin.

Thank you,

Shayla S. Rickard  
2165 First Street  
Middletown, VA 22645