

TOWN OF MIDDLETOWN  
TOWN COUNCIL  
MEETING MINUTES  
September 14, 2020 | 7:00 p.m.

The Middletown Town Council Meeting was held its Town Council meeting in the Council Chambers located at 7875 Church Street, Middletown Virginia on Monday September 14, 2020 at 7:00 p.m.

**Town Council Present**

Mayor Charles Harbaugh IV  
Councilor Jeffrey Pennington  
Councilor Carolyn Aliff  
Councilor George Smith  
Councilor Shayla Rickard  
Councilor Scott Fink

**Staff Present**

Town Manager/Treasurer Rebecca Layman

**1. Set Agenda**

Mayor Harbaugh asked for a motion to set the agenda. Councilor Aliff made a motion to set the agenda. Councilor Smith 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 August 10, 2020 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)**

Sue Teal 7846 Main Street – signed up but did not speak as the Public Hearing for the Historic District Overlay was cancelled as if was decided to send it back to Ordinance Committee for revisions.

**4. Report of the Facilities Committee**

Nothing to report

**5. Report of the Personnel and Finance Committee**

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

Councilor Aliff – Yes  
Councilor Pennington – Yes  
Councilor Rickard – Yes

Councilor Smith – Yes  
Councilor Fink – Yes

Motion carried 5-0

Councilor Fink made a motion to approve Carole Snyder Jones application to serve on Town Council. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes  
Councilor Pennington – Yes  
Councilor Rickard – Yes

Councilor Smith – No  
Councilor Fink – Yes

Motion carried 4-1

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

Nothing to report

#### **7. Report of Public Safety Committee**

Councilor Fink read the Calls for Service as reported in the packet.

#### **8. Report of the Ordinance Committee**

Nothing to report

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

Councilor Pennington read the Third & Final Reading of “AN ORDINANCE TO AMEND SECTION 17-36 OF THE TOWN CODE TO PROVIDE FOR THE BOARD OF ZONING APPEALS TO GRANT A VARIANCE TO THE ZONING CODE FOR REASONABLE PROPERTY MODIFICATIONS IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OR STATE AND FEDERAL HOUSING LAWS”. All Councilors were in favor and the reading was approved.

Councilor Pennington made a motion to return the Historic District Overlay back to the Ordinance Committee for revisions. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes  
Councilor Pennington – Yes  
Councilor Rickard – Yes

Councilor Smith – Yes  
Councilor Fink – Yes

Motion carried 5-0

Councilor Pennington made a motion to approve the Madison Stickley Plats. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes  
Councilor Pennington – Yes  
Councilor Rickard – Yes

Councilor Smith – Yes  
Councilor Fink – Yes

Motion carried 5-0

**10. Report of Special Committees**

Nothing to report

**11. New or Unfinished Business**

Councilor Rickard made a motion to approve a Resolution for Equal Protection and Equality for Middletown citizens. Councilor Fink seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes  
Councilor Pennington – Yes  
Councilor Rickard – Yes

Councilor Smith – Yes  
Councilor Fink – Yes

Motion carried 5-0

Mayor Harbaugh set the Work Session Meeting date for October 5, 2020 @ 7:00 p.m.

**12. Petitions and Communication**

Thank you, cards, received from Ellen Gant, Betty Ward and Ellen Draper were shared aloud to those in attendance.

**13. Adjournment**

Mayor Harbaugh adjourned the meeting at 7:20 p.m.

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Rebecca Layman  
Town Manager/Treasurer

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Charles Harbaugh, IV  
Mayor