

TOWN OF MIDDLETOWN  
TOWN COUNCIL MEETING MINUTES  
SEPTEMBER 13, 2021 | 7:00 P.M.

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on Monday September 13, 2021 at 7:00 p.m.

**Town Council Present**

Mayor Charles Harbaugh IV  
Vice Mayor Jeffrey Pennington  
Councilor Carolyn Aliff  
Councilor Scott Fink  
Councilor Carole Snyder Jones  
Councilor Shayla Rickard  
Councilor Stephanie Mitchell

**Staff Present**

Town Manager/Treasurer Rebecca Layman  
Police Chief Gary Benedict Jr.

**1. Set Agenda**

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

**2. Approval of Previous Meeting Minutes**

Councilor Snyder Jones made a motion to approve the Town Council Meeting minutes from August 9, 2021. Councilor Pennington seconded the motion. All Councilors were in favor and the minutes were passed.

Councilor Snyder Jones made a motion to approve the Joint Public Hearing Meeting minutes from August 23, 2021. Councilor Pennington 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)**

David Copeland – 2416 Laurel Lane expressed concern about abandoned homes in the town and would like something to be done about his neighbor’s property that has been abandoned for numerous years.

**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’s Report. Councilor Fink seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Fink – Yes  
Councilor Mitchell – Yes  
Councilor Pennington – Yes

Councilor Rickard – Yes  
Councilor Aliff – Yes  
Councilor Snyder Jones – Yes

Motion carried 6-0

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

Nothing to report

**7. Report of Public Safety Committee**

Councilor Fink stated nothing to report other than as reported in the packet. Chief Gary Benedict introduced K9 Edo to the Mayor, Council and citizens present at the meeting.

**8. Report of the Ordinance Committee**

Nothing to report

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

Councilor Pennington read the First Reading of” PROPOSED ORDINANCE TO AMEND SECTION 17-1 AND 17-6 OF THE TOWN OF MIDDLETOWN’S ZONING CODE”.

Councilor Fink seconded the reading. Mayor Harbaugh asked for a roll call vote.

Councilor Fink – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Rickard – Yes

Councilor Aliff – Yes

Councilor Snyder Jones – Yes

Reading carried 6-0

Councilor Pennington read the Second Reading of” PROPOSED ORDINANCE TO AMEND SECTION 17-1 AND 17-6 OF THE TOWN OF MIDDLETOWN’S ZONING CODE”.

Councilor Aliff seconded the reading. Mayor Harbaugh asked for a roll call vote.

Councilor Fink – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Rickard – Yes

Councilor Aliff – Yes

Councilor Snyder Jones – Yes

Reading carried 6-0

Councilor Pennington made a motion to approve the RFP by a Professional Planning Consultant Firm to update the Town Ordinances, Zoning Ordinance and Subdivision Ordinance. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Fink – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Rickard – Yes

Councilor Aliff – Yes

Councilor Snyder Jones – Yes

Reading carried 6-0

**10. Report of Special Committees**

Nothing to report

**11. New or Unfinished Business**

Set Work Session Meeting – October 4, 2021 @ 7:00 p.m.

**12. Petitions and Communication**

Nothing to report

**13. Adjournment**

Mayor Harbaugh adjourned the meeting at 7:07 p.m.

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Rebecca Layman  
Town Manager/Treasurer

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Charles Harbaugh, IV  
Mayor