

TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
OCTOBER 11, 2022 | 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 Tuesday October 11, 2022 at 7:00 p.m.

Town Council Present

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

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 amended.

2. Approval of Previous Meeting Minutes

Mayor Harbaugh asked for a motion to approve the Town Council minutes from September 12, 2022. Councilor Fink made a motion to approve the Town Council minutes. Councilor Rickard 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)

No citizen comments

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

Councilor Aliff – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Snyder Jones – Yes

Councilor Fink – Yes

Councilor Rickard – Yes

Motion carried 6-0

Councilor Snyder Jones made a motion to send out RFP for the Middletown Ordinance Code Book. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Snyder jones – Yes

Councilor Fink – Yes

Councilor Rickard – Yes

6. Report of the Public Works Committee

Councilor Aliff shared that Greenway Engineering has been informed by the town that they are to work out all details with Frederick County directly regarding the Hester Property MOU.

7. Report of Public Safety Committee

Councilor Fink stated nothing to report other than as reported in the packet.

8. Report of the Ordinance Committee

Nothing to report

9. Report of the Planning and Zoning Committee

Councilor Pennington made a motion to approve Clifton Good Planning Commission application. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Snyder jones – Yes

Councilor Fink – Yes

Councilor Rickard – Yes

Motion carried 6-0

Councilor Pennington made a motion to approve Jennifer Davidson Planning Commission application. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Snyder jones – Yes

Councilor Fink – Yes

Councilor Rickard – Yes

Motion carried 6-0

10. Report of Special Committees

Mayor Harbaugh reported the Battle of Church Street will take place on October 14, 2022 with a canned food drive to benefit CCAP. He also advised lighting if the luminaries will be held this weekend.

11. New or Unfinished Business

Set Work Session Meeting – November 7, 2022 @ 7:00 p.m.

12. Petitions and Communication

Nothing to report.

13. Adjournment

Mayor Harbaugh adjourned the meeting at 7:12 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor