

TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
DECEMBER 12, 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 December 12, 2022 at 7:00 p.m.

Town Council Present

Mayor Charles Harbaugh IV
Councilor Carolyn Aliff
Councilor Stephanie Mitchell

Town Council Absent

Vice Mayor Jeffrey Pennington
Councilor Scott Fink

Staff Present

Municipal Clerk Christina Smith
Public Works Superintendent Les Morefield

1. Set Agenda

Mayor Harbaugh asked for a motion to set the agenda. Councilor Rickard made a motion to amend the agenda to add information under Petitions & Communications pertaining to Fred Co. Eats Restaurant Week. 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 November 14, 2022. Councilor Aliff made a motion to approve the Town Council minutes. Councilor Mitchell seconded the motion. All Councilors were in favor and the minutes were passed.

Mayor Harbaugh asked for a motion to approve the Town Council Public Hearing minutes from November 21, 2022. Councilor Aliff made a motion to approve the Town Council Public Hearing minutes. Councilor Rickard seconded the motion. All Councilors were in favor and the minutes were passed.

Mayor Harbaugh asked for a motion to approve the Town Council Special minutes from December 1, 2022. Councilor Aliff made a motion to approve the Town Council Special minutes. Councilor Mitchell 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 Mitchell made a motion to approve the Treasurer’s Report. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes

Councilor Rickard – Yes

Motion carried 3-0

Councilor Rickard made a motion to appoint Diane Newman-Frye to serve on Town Council effective January 1, 2023. (Diane will replace Councilor Carole Snyder Jones who resigned on November 7, 2022.) Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes

Councilor Rickard – Yes

Motion carried 3-0

Councilor Rickard made a motion to appoint Jacob Skeith to serve on Town Council effective January 1, 2023. (Jacob will replace Councilor Scott Fink who resigned on November 14, 2022.) Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes

Councilor Rickard – Yes

Motion carried 3-0

Councilor Rickard made a motion to appoint Rejoyce Lunceford as Interim Town Treasurer. Councilor Mitchell seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes

Councilor Rickard – Yes

Motion carried 3-0

Councilor Rickard made a motion to appoint Les Morefield as Interim Town Manager. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes

Councilor Rickard – Yes

Motion carried 3-0

6. Report of the Public Works Committee

Nothing to report

7. Report of Public Safety Committee

Mayor Harbaugh stated nothing to report other than as reported in the packet.

8. Report of the Ordinance Committee

Councilor Rickard reported the ordinance committee will hold their next meeting on January 16, 2023 at 7:00 p.m.

9. Report of the Planning and Zoning Committee

Nothing to report

10. Report of Special Committees

Mayor Harbaugh reported the 7th Annual House Decorating Contest is underway and that the town will be hosting its First Night Middletown on New Year's Eve with Winchester Model Railroad Club from 6:00 p.m. to 9:00 p.m. at the town hall.

11. New or Unfinished Business

Set Work Session Meeting – January 3, 2023 @ 7:00 p.m.

12. Petitions and Communication

Mayor Harbaugh announced Town Clerk Christina Smith was awarded VMCA Region III Clerk of the Year.

Councilor Rickard shared information about Fred Co. Eats Restaurant Week which will be held January 30, 2023 through February 5, 2023. She stated Shaffer's BBQ, Vault & Cellar along with Pan D Endz will be participating. She is hoping to recruit the Wayside Inn and Italian Touch so Middletown will have full participation from its restaurants. During the week of Fred Co. Eats at participating locations, mention Fred Co. Eats Week and there will be a special menu or discounts available.

13. Adjournment

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

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor