

TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
APRIL 10, 2023 | 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 March 13, 2023 at 7:00 p.m.

Town Council Present

Mayor Charles Harbaugh IV
Vice Mayor Jeffrey Pennington
Councilor Carolyn Aliff
Councilor Stephanie Mitchell
Councilor Shayla Rickard
Councilor Jacob Skeith

Town Council Absent

Councilor Diane Newman

Staff Present

Municipal Clerk Christina Smith
Public Works Superintendent/Interim Town Manager Les Morefield
Interim Treasurer Rejoyce Lunceford
Police Chief Gary Benedict Jr.

1. Set Agenda

Mayor Harbaugh asked for a motion to set the agenda. Councilor Aliff made a motion to set the agenda. Councilor Rickard 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 March 13, 2023. Councilor Skeith made a motion to approve the Town Council minutes. Councilor Aliff 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)

John Owings – 7000 Valley Pike was here to state his opposition of the town providing sewer services to the LRCC SWSA area citing it creates more traffic and so far, no one has advised what exactly will go in this newly developed area.

4. Report of the Finance Committee

Councilor Skeith 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 Pennington – Yes

Councilor Skeith – Yes
Councilor Rickard – Yes

Motion carried 5-0

5. Report of the Personnel Committee

Nothing to report

6. Report of the Public Works Committee and Facilities Committee

Interim Town Manager Les Morefield updated Mayor and Council on the current happenings with the sewer line being extended to Shaffer’s BBQ stating the work should be completed fairly quickly once they start which will be this week.

7. Report of Public Safety Committee

Councilor Rickard advised nothing to report other than as reported in the packet. Chief Benedict stated he has expanded the information in the calls for service report.

8. Report of the Ordinance Committee

Nothing to report

9. Report of the Planning and Zoning Committee

Councilor Pennington made a motion to approve the Planning & Zoning Service Agreement with NSVRC. Councilor Rickard seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Skeith – Yes

Councilor Rickard – Yes

Motion carried 5-0

10. Report of Special Committees

Earth Day Celebration to take place at Town Hall on April 22, 2023 from 10:00 a.m. to 2:00 p.m. weather permitting.

11. New or Unfinished Business

Set Work Session Meeting – May 1, 2023 @ 7:00 p.m.

12. Petitions and Communication

Councilor Aliff made a motion to go into Closed Session to discuss Personnel Matters. Councilor Mitchell seconded the motion. All Councilors were in favor and Mayor and Council went into Closed Session at 7:09 p.m.

Closed Session was adjourned at 7:16 p.m. with 2 motions on the table for approval.

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

Councilor Aliff – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Skeith – Yes

Councilor Rickard – Yes

Motion carried 5-0

Councilor Aliff made a motion to approve a bonus of \$2,500.00 to go to Municipal Clerk Christina Smith and to the newly appointed Town Manager Les Morefield for their efforts in keeping the town operating. Councilor Rickard seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Mitchell – Yes

Councilor Pennington – Yes

Councilor Skeith – Yes

Councilor Rickard – Yes

Motion carried 5-0

13. Adjournment

Mayor Harbaugh adjourned the meeting at 7:18 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor