

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
JUNE 12, 2023**

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on Monday June 12, 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 Diane Newman
Councilor Jacob Skeith

Staff Present

Town Manager & Public Works Superintendent Les Morefield
Municipal Clerk Christina Smith
Police Chief Gary Benedict Jr.
Town Attorney Michael Helm

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 set.

2. Approval of Previous Meeting Minutes

Mayor Harbaugh asked for a motion to approve the Town Council minutes from May 8, 2023. Councilor Pennington made a motion to approve the Town Council minutes. Councilor Skeith seconded the motion. All Councilors were in favor and the minutes were passed.

Councilor Pennington made a motion to approve the Public Hearing minutes from June 5, 2023. Councilor Skeith seconded the motion. All Councilors were in favor and the minutes were passed.

Councilor Pennington made a motion to approve the Special minutes from June 5, 2023. Councilor Skeith 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)

Ashley Sonntag from Cedar Creek Battlefield Foundation proposed working together on a town visitors center in the future for those visiting the area.

4. Report of the Finance Committee

Councilor Skeith 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 Mitchell – Yes
Councilor Pennington – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Rickard – Yes

Motion carried 6-0

Councilor Skeith read the Third & Final Reading of “AN ORDINANCE TO BUDGET AND APPROPRIATE FUNDS FOR THE OPERATIONS OF MIDDLETOWN, VIRGINIA FOR THE FISCAL YEAR 2023-2024. Mayor Harbaugh asked for the Third & Final Reading in the form of a motion. Councilor Skeith made a motion to approve the Third & Final Reading of “AN ORDINANCE TO BUDGET AND APPROPRIATE FUNDS FOR THE OPERATIONS OF MIDDLETOWN, VIRGINIA FOR THE FISCAL YEAR 2023-2024. Councilor Rickard seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes
Councilor Pennington – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Rickard – Yes

Motion carried 6-0

5. Report of the Personnel Committee

Nothing to report

6. Report of the Public Works Committee and Facilities Committee

Councilor Aliff made a motion to approve the Hester Property SWSA MOU. Councilor Mitchell seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – No
Councilor Mitchell – No
Councilor Pennington – No

Councilor Newman – No
Councilor Skeith – No
Councilor Rickard – No

Motion denied 6-0

7. Report of Public Safety Committee

Councilor Rickard advised nothing to report other than as reported in the packet. She noted an increase in calls for service.

8. Report of the Ordinance Committee

Nothing to report

9. Report of the Planning and Zoning Committee

Councilor Pennington made a motion to approve Anthony Boring to serve on the Planning Commission. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes
Councilor Pennington – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Rickard – Yes

Motion carried 6-0

Councilor Pennington made a motion to approve Dianna Klein to serve on the Board of Zoning Appeals. Councilor Mitchell seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes
Councilor Pennington – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Rickard – Yes

Motion carried 6-0

10. Report of Special Committees

Councilor Rickard made a motion to approve the Citizen of the Year Award to Faith Harbaugh. Councilor Newman seconded the motion.

11. New or Unfinished Business

Set Work Session Meeting – July 6, 2023 @ 7:00 p.m.

12. Petitions and Communication

Councilor Aliff made a motion to go into closed session under 2.2-3711(A)(8), consultation with legal counsel regarding specific legal matters requiring the provision of legal advice. Councilor Skeith seconded the motion. All Councilors were in favor. Mayor and Council went into closed session at 7:16 p.m.

Councilor Aliff made a motion to come out of closed session. Councilor Skeith seconded the motion. All councilors were in favor and closed session was adjourned at 8:01 p.m.

13. Adjournment

Mayor Harbaugh adjourned the meeting at 8:02 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor