

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
JANUARY 8, 2024**

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on Monday January 8, 2024 7:08 p.m.

Town Council Present

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

Staff Present

Town Manager & Public Works Superintendent Les Morefield
Interim Treasurer Rejoyce Lunceford, CPA
Municipal Clerk Christina Smith
Chief of Police 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 Newman 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 December 11, 2023. Councilor Aliff made a motion to approve the Town Council minutes. 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)

Mehri Radvar Zanganeh 120 Kercheval Way – conveyed her dislike that citizens pay both town and county taxes and asked the Mayor and Council to please consider those on a limited income like herself.

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 Newman – Yes
Councilor Skeith – Yes
Councilor Rickard – Yes

Motion carried 6-0

Councilor Skeith made a motion to authorize the Town treasurer to issue a refund check to Shaffer's BBQ & Market in the amount of \$9,000.00 for overpayment of fees to the Town. 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 Skeith read a resolution authorizing a not to exceed \$1,500,000 Town of Middletown, Virginia, General Obligation Bond, Series 2024, and providing the form and details thereof. He asked that this be in the form of a motion. 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

Councilor Newman made a motion to re-appoint Leslie Morefield as Town Manager. Councilor Skeith 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 Newman made a motion to re-appoint Gary Benedict Jr. as Chief of Police. Councilor Rickard seconded the motion. Mayor Harbaugh asked for a roll call vote.

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

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

Motion carried 5-1

Councilor Newman made a motion to re-appoint Rejoyce Lunceford, CPA as Interim Treasurer. Councilor Skeith 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 Newman made a motion to re-appoint Christina Smith, CMC as Town Clerk. Councilor Skeith 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

6. Report of the Public Works Committee and Facilities Committee

Councilor Aliff noted that the Public Works Staff Report is in the packet this month for review.

7. Report of Public Safety Committee

Chief Benedict reported last month's calls noting the clerk did not have time to include the report in the packet due to IT issues and time constraints. The report will be with recorded in the minutes book.

8. Report of the Ordinance Committee

Councilor Mitchell read First Reading of an "Ordinance to amend Chapter 3 ("Animals and Fowl"), to add Section 10 ("Keeping Dogs Under Physical Restraint") to the Middletown, Virginia Code". She asked that this be in the form of a motion. 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

8. Report of the Ordinance Committee

Councilor Mitchell read Second Reading of an "Ordinance to amend Chapter 3 ("Animals and Fowl"), to add Section 10 ("Keeping Dogs Under Physical Restraint") to the Middletown, Virginia Code". She asked that this be in the form of a motion. 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

9. Report of the Planning and Zoning Committee

Nothing to report

10. Report of Special Committees

11. New or Unfinished Business

Set Work Session Meeting – Monday February 5, 2024 @ 7:00 p.m.

12. Petitions and Communication

Interim Treasurer Rejoyce Lunceford informed Mayor & Council that Middletown Scholarship is no longer funded as it once was and stated she is researching and working on bringing the fund back into compliance.

13. Adjournment

Mayor Harbaugh adjourned the meeting at 7:31 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor