

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
FEBRUARY 12, 2024 | 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 February 12, 2024 7:00 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
Municipal Clerk Christina Smith
Chief of Police Gary Benedict Jr.
Planning & Zoning Amanda Kerns

1. Set Agenda

Mayor Harbaugh asked for a motion to set the agenda. Councilor Rickard made a motion to set the agenda. Councilor Skeith 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 Public Hearing and Town Council minutes from January 8, 2024. Councilor Newman made a motion to approve the Public Hearing minutes. Councilor Skeith seconded the motion. All Councilors were in favor and the minutes were passed. Councilor Skeith 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)

David Copeland 2416 Laurel Lane – addressed Mayor and Council on abandoned properties in town urging them to get a hold on them before they get out of hand. He asked for an update in 30 days on the neighboring property of his neighbor who passed away several years ago.

Maria Wetzel 2768 Reliance Road – asked the Town Council to urgently pass a resolution calling for a cease fire in Gaza.

Paige Ulevich 7930 Main Street – was here to suggest as a local realtor, President of the Heritage Society, and active member of Belle Grove/Cedar Creek Battlefield that we work together to promote events and businesses via our town website.

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 approve RFC Engagement Letter for 2023 audits. 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 \$1,000,000 Town of Middletown, Virginia, General Obligation Bond, Series 2024 (Bank Qualified), 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 stated nothing to report other than her committee will hold a Personnel meeting on February 15, 2024 at 6:00 p.m.

6. Report of the Public Works Committee and Facilities Committee

Councilor Aliff made a motion to approve the MOU between Thermo Fisher Scientific, Inc., and the Town of Middletown regarding water rates provided to Thermo Fisher Scientific, Inc. 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

Councilor Aliff made a motion to approve the revised MOU for Sheetz, Inc. Councilor Skeith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Mitchell – No

Councilor Pennington – No

Councilor Newman – No

Councilor Skeith – Yes

Councilor Rickard – Yes

Tie breaker: Mayor Harbaugh – Yes

Motion carried 4-3

7. Report of Public Safety Committee

Nothing other than the calls for service in the packet

8. Report of the Ordinance Committee

Councilor Mitchell read Third & Final 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

Councilor Pennington read a resolution to initiate rezoning of Tax Map 91 A 28 from M1 to B2. He 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

10. Report of Special Committees

Mayor Harbaugh reported this past weekend was the Heart and Soles 5k held in town and there were a record number of participants this year totaling and estimated 500 runners. The largest yet.

Councilor Newman reported Grace United Methodist Church will host the town’s 2nd Annual Black History Program on February 24, 2024 from 4:00 p.m. – 7:00 p.m.

11. New or Unfinished Business

Set Work Session Meeting – Monday March 4, 2024 @ 7:00 p.m.

12. Petitions and Communication

Mayor Harbaugh read a Proclamation for Future Business Leaders of American-Phi Beta Lambda and declared the week of February 11th – 17th in its honor. All Councilors members were in favor and the proclamation was passed.

13. Adjournment

Mayor Harbaugh adjourned the meeting at 7:25 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor