

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
MARCH 11, 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 March 11, 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
Chief of Police Gary Benedict Jr.
Interim Treasurer Rejoyce Lunceford, CPA

1. Set Agenda

Mayor Harbaugh asked for a motion to set the agenda. Councilor Skeith made a motion to set the agenda. Councilor Aliff 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 February 12, 2024. Councilor Newman made a motion to approve the Town Council 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)

John Dawson – 216 Mineral Street, Middletown – asked to purchase neighboring property from the town. Lots 44, 46 and 47 located on Mineral Street.

4. Report of the Finance Committee

Councilor Skeith made a motion to approve the Treasurer's 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

5. Report of the Personnel Committee

Councilor Newman made a motion to approve the revised vacation accrual/max accrual leave policy. 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 Newman made motion to approve the revised Personnel Policy Manual. 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

6. Report of the Public Works Committee and Facilities Committee

Councilor Aliff made a motion to approve the renewal contract from RWB Disposal. 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

7. Report of Public Safety Committee

Nothing to report other than the calls for service in the packet

8. Report of the Ordinance Committee

Nothing to report

9. Report of the Planning and Zoning Committee

Nothing to report

10. Report of Special Committees

Mayor Harbaugh reported Easter Egg Hunt will take place on Saturday March 30, 2024 at 11:00 a.m.

11. New or Unfinished Business

Set Work Session Meeting – Monday April 1, 2024 @ 7:00 p.m.

12. Petitions and Communication

Nothing to report

13. Adjournment

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

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor