

MIDDLETOWN TOWN COUNCIL  
MEETING MINUTES  
FEBRUARY 10, 2014

The Middletown Town Council Meeting was held in the Council Chamber, 7875 Church Street, Middletown, VA on Monday February 10, 2014 at 7:00 pm.

**Town Council Present**

Mayor Charles Harbaugh, IV  
Councilor Aliff  
Councilor Tom Simon  
Councilor George Smith  
Councilor Carole Snyder

**Town Council Absent**

Jeff Pennington  
John Copeland

**Staff Present**

Rebecca L. Layman, Municipal Clerk  
Chief of Police Phil Breeden  
Public Works Superintended Donald Riffey

**Town Attorney**

J. David Griffin

**1. Call to Order**

Mayor Harbaugh called the meeting to order at 7:00 p.m.

**2. Moment of Silence**

Mayor Harbaugh called for a moment of silence.

**3. Pledge of Allegiance**

Mayor Harbaugh led those present in the Pledge of Allegiance.

**4. Roll Call**

Councilor Pennington and Councilor Copeland were absent from the meeting

**5. Set Agenda.**

Councilor Aliff made a motion to set the agenda. Councilor Simon seconded the motion. All Councilors were in favor and the agenda was approved.

**6. Citizen Comments.**

Tom Labrman with Cedar Creeks Apartments came the meeting to express his concerns with the high water bills that Cedar Creek Apartments have been receiving. Mr. Labrman did state that a broken water pipe was found and repaired. On the second meter another water line had a leak. He stated that they do not have the equipment to detect leaks. Mr. Labrman is asking for the Town's help in detecting the water leaks. Mayor Harbaugh suggested that Mr. Labrman exchange phone numbers with the Town's maintenance supervisor Donald Riffey so that they could set up a time to meet.

Robbie Molden wanted to touch base on the Boundary Line Adjustment. Mr. Molden stated that Frederick County has expressed (what's in it for them) Mr. Molden said at the Planning meeting that Middletown is going to have to share some water and sewer tap fees with Frederick County in order to be able to get the Boundary Line Adjustment done. The Town will be giving up a little something at first, but will end up with a life time of water/sewer fees to charge people. Mr. Molden feels that this needs to be looked into strongly and not push it off until next month.

**7. Approval of Previous Council Meeting Minutes**

Councilor Simon made a motion to approve the minutes from the January 13, 2014 Town Council meeting. Councilor Smith seconded the motion. All Councilors were in favor and the Town Council minutes were approved.

**8. Report of the Facilities Committee**

Councilor Smith did not have anything to report.

**9. Report of the Personnel and Finance Committee**

Treasurer Report was given by Councilor Snyder.

Councilor Snyder made a motion to approve the updated Personnel Policy and to include the Police Department Personnel Policy and the Maintenance Snow Plowing Policy. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes                      Councilor Simon – Yes  
Councilor Smith – Yes                      Councilor Aliff – Yes

Motion carried 4-0

**10. Report of the Public Works Committee**

Councilor Simon did not have anything to report at this time.

**11. Report of Public Safety Committee**

Councilor Aliff stated the Police report is in the packets. Chief Breeden discussed the recent robberies that have occurred in the Town.

**12. Report of the Ordinance Committee**

Councilor Pennington did not have anything to report at this time.

**13. Report of the Planning and Zoning Committee**

Councilor Simon made a motion to discuss/explore the cost of a professional assessment for both the Land Owners and the Town of Middletown in the Boundary Adjustment. Councilor Snyder seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes                      Councilor Simon – Yes  
Councilor Smith – Yes                      Councilor Aliff – Yes

Motion carried 4-0

Councilor Smith made a motion for the Frederick County agreement for backup building inspector. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Snyder – Yes                      Councilor Simon – Yes  
Councilor Smith – Yes                      Councilor Aliff – Yes

Motion carried 4-0

**14. Report of Special Committees**

1<sup>st</sup> Annual Heart and Soles Race Saturday February 15, 2014

**15. New or Unfinished Business**

Committee Meeting will be February 18, 2014 @ 7:00 p.m.

Work Session Meeting will be March 3, 2014 @ 7:00 p.m.

**16. Petitions and Communication**

**17. Adjournment**

Mayor Harbaugh adjourned the meeting at 7:25pm.

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Charles H. Harbaugh IV, Mayor

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Rebecca L. Layman  
Town Clerk