

MIDDLETOWN TOWN COUNCIL  
MEETING MINUTES  
JULY 10, 2017

The Middletown Town Council Meeting was held in the Council Chambers, 7875 Church Street Middletown, VA on Monday July 10, 2017 at 7:00 p.m.

**Town Council Present**

Mayor Charles Harbaugh, IV  
Councilor Tom Simon  
Councilor Carole Snyder Jones  
Councilor Jeff Pennington  
Councilor Carolyn Aliff  
Councilor Scott Fink  
Councilor George Smith

**Staff Present**

Municipal Clerk Christina Smith  
Town Manager Rebecca Layman  
Police Chief Gary Benedict Jr.  
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**

All Councilors were present.

**5. Set Agenda**

Mayor Harbaugh asked for a motion to set the agenda. Councilor Simon made a motion to set the agenda. Councilor Snyder Jones seconded the motion. All Councilors were in favor.

**6. Citizen Comments**

No citizen comments

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

Councilor Aliff made a motion to approve the minutes from the June 12, 2017 Town Council meeting. Councilor Smith seconded the motion. All Councilors were in favor and the Town Council minutes were passed.

**8. Report of the Facilities Committee**

Nothing to report

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

Councilor Snyder Jones made a motion to approve the Treasurer report. Councilor Fink seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Pennington – Yes

Councilor Simon – Yes

Councilor Fink – Yes

Councilor Snyder Jones – Yes

Councilor Smith – Yes

Motion carried 6-0

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

Councilor Aliff set the Public Works Committee meeting for Thursday July 27, 2017 at 7:00 p.m.

**11. Report of Public Safety Committee**

Councilor Fink stated nothing to report other than the handouts in the packet.

**12. Report of the Ordinance Committee**

Councilor Simon reported that we will schedule a Public Hearing to update the Town’s Building Maintenance code for August 7, 2017 at 7:00 p.m.

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

Councilor Pennington stated they continue to work on the Comprehensive Plan.

**14. Report of Special Committees**

**15. New or Unfinished Business**

Set Work Session Meeting date – August 7, 2017 @ 7:00 p.m.

**16. Petitions and Communication**

Town Manager Rebecca Layman reported the progress on the Church Street office stating the mold remediation is complete except the crawl space area and construction will begin once this is completed.

She also advised the Council to help recruit a member to fill the Planning Commission vacancy.

**17. Adjournment**

Mayor Harbaugh adjourned the meeting at 7:06 p.m.

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Christina Smith  
Municipal Clerk

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Charles Harbaugh IV  
Mayor