

TOWN OF MIDDLETOWN  
TOWN COUNCIL MEETING MINUTES  
APRIL 12, 2021

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on Monday April 12, 2021 directly following the Joint Public Hearing at 7:10 pm

**Town Council Present**

Mayor Charles Harbaugh IV  
Vice Mayor Jeffrey Pennington  
Councilor Carolyn Aliff  
Councilor Scott Fink  
Councilor Shayla Rickard  
Councilor Stephanie Mitchell

**Town Council Absent**

Councilor Carole Snyder Jones

**Staff Present**

Town Manager/Treasurer Rebecca Layman  
Planning & Zoning Administrator Eric Bittner  
Police Chief Gary Benedict Jr.

**1. Set Agenda**

Mayor Harbaugh asked for a motion to set the agenda. Councilor Pennington made a motion to amend the agenda to add a presentation by Stephens City Seminoles under Petitions and Communications. Councilor Fink seconded the motion. All Councilors were in favor and the agenda was amended.

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

Councilor Rickard made a motion to approve the Public Hearing minutes from March 8, 2021. Councilor Aliff seconded the motion. All Councilors were in favor and the minutes were passed.

Councilor Pennington made a motion to approve the Town Council Meeting minutes from March 8, 2021. Councilor Aliff 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)**

No citizen comments

**4. Report of the Facilities Committee**

Nothing to report

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

Councilor Pennington made a motion to approve the treasurer report for March 2021. Councilor Fink seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Fink – Yes  
Councilor Mitchell – Yes  
Councilor Pennington – Yes

Councilor Rickard – Yes  
Councilor Aliff – Yes

Motion carried 5-0

Councilor Pennington made a motion to approve the treasurer report for April 2021. Councilor Fink seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Fink – Yes  
Councilor Mitchell – Yes  
Councilor Pennington – Yes

Councilor Rickard – Yes  
Councilor Aliff – Yes

Motion carried 5-0

#### **6. Report of the Public Works Committee**

Nothing to report

#### **7. Report of Public Safety Committee**

Councilor Fink stated nothing to report other than as reported in the packet. Chief Benedict introduced his new full time officer Sandy Seabaugh.

#### **8. Report of the Ordinance Committee**

Councilor Rickard stated she will hold the next Ordinance Committee meeting on May 19, 2021 at 7:00 p.m. in the council chambers.

#### **9. Report of the Planning and Zoning Committee**

Councilor Pennington read a motion to approve the Proposed Zoning Text Amendment, ZA21-001, which would allow for subdivision of 2 acre lots in the RA Rural Area District. Councilor Fink seconded the reading. Mayor Harbaugh asked for a roll call vote.

Councilor Fink – No  
Councilor Mitchell – No  
Councilor Pennington – No

Councilor Rickard – No  
Councilor Aliff – No

Motion denied 5-0

#### **10. Report of Special Committees**

Nothing to report

#### **11. New or Unfinished Business**

Set Work Session Meeting – May 3, 2021 @ 7 p.m.

#### **12. Petitions and Communication**

Mayor Harbaugh introduced the Stephens City Youth Football League Head Coach Donald Lewis who presented the town with a framed jersey as a token of appreciation for the use of the fields at town park.

#### **13. Adjournment**

Mayor Harbaugh adjourned the meeting at 7:30 p.m.

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Rebecca Layman  
Town Manager/Treasurer

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Charles Harbaugh, IV  
Mayor