

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
APRIL 8, 2024 | 7:51 P.M.**

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on Monday April 8, 2024 at 7:51 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.
Town Clerk Christina Smith, CMC

1. Set Agenda

Mayor Harbaugh asked for a motion to set the agenda. Councilor Skeith made a motion to set the agenda. Councilor Newman 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 March 11, 2024. Councilor Newman 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)

Kim Wilt 119 Brandenburg Court – was here to speak on Bleeding Disorders Awareness Month and thanked Mayor and Council for adopting the Proclamation recognizing March as Bleeding Disorder Awareness Month.

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

Nothing to report

6. Report of the Public Works Committee and Facilities Committee

Councilor Aliff made a motion to approve a Resolution “AUTHORIZING THE PROVISION OF PUBLIC SEWER SERVICE OUTSIDE OF THE TOWN OF MIDDLETOWN SERVICE AREA FOR 8126 VALLEY PIKE (PIN-Q-26)”. Councilor Skeith 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 Sewer Availability Fee for 8126 Valley Pike in the amount of \$9,000. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Mitchell – Yes
Councilor Pennington – Yes

Councilor Newman – No
Councilor Skeith – Yes
Councilor Rickard – Yes

Motion carried 5-1

Councilor Aliff advised the Public Works Monthly Staff Report is in the packet.

7. Report of Public Safety Committee

Councilor Rickard advised the monthly Calls for Service is in the packet

8. Report of the Ordinance Committee

Councilor Mitchell read the First Reading of “AN ORDINANCE TO AMEND THE MIDDLETOWN CODE SECTION 2-13 TO REMOVE THE THREE-READING REQUIREMENT FOR TEXT AMENDMENTS TO THE TOWN CODE”.

Councilor Mitchell read the Second Reading of “AN ORDINANCE TO AMEND THE MIDDLETOWN CODE SECTION 2-13 TO REMOVE THE THREE-READING REQUIREMENT FOR TEXT AMENDMENTS TO THE TOWN CODE”.

9. Report of the Planning and Zoning Committee

Councilor Pennington read the First Reading of “ZONING TEXT AMENDMENT – USES BY SPECIAL PERMIT IN THE B-2 ZONING DISTRICT: A REQUEST TO AMEND SECTION 17-7.C TO ADD TRUCK OR FLEET MAINTENANCE AND SALES FACILITY TO LIST OF USES PERMITTED BY SPECIAL PERMIT”.

Councilor Pennington read the Second Reading of “ZONING TEXT AMENDMENT – USES BY SPECIAL PERMIT IN THE B-2 ZONING DISTRICT: A REQUEST TO AMEND SECTION 17-7.C TO ADD TRUCK OR FLEET MAINTENANCE AND SALES FACILITY TO LIST OF USES PERMITTED BY SPECIAL PERMIT”.

10. Report of Special Committees

Mayor Harbaugh recognized Parade Director Tina Clem who was here in the audience for all her hard work and efforts over the years.

11. New or Unfinished Business

Set Work Session Meeting – May 6, 2024 @ 7:00 p.m.

12. Petitions and Communication

Mayor Harbaugh read a Proclamation/Declaration of March as Bleeding Disorder Awareness Month declaring we recognize every March as Bleeding Disorder Awareness Month. Mayor Harbaugh also shared a thank you note from Mt. Olive Baptist Church to our police department for their assistance during an event. And a thank you card from former resident Christopher Francis for town services provided to him over the years.

13. Adjournment

Mayor Harbaugh adjourned the meeting at 8:04 p.m.

Christina Smith
Town Clerk

Charles Harbaugh IV
Mayor