

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
JUNE 10, 2024 | 7:02 p.m.**

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on Monday June 10, 2024 at 7:02 p.m.

Town Council Present

Mayor Charles Harbaugh IV
Vice Mayor Jeffrey Pennington
Councilor Stephanie Mitchell
Councilor Diane Newman
Councilor Jacob Skeith
Councilor Shayla Rickard

Town Council Absent

Councilor Carolyn Aliff

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 Newman made a motion to set the agenda. Councilor Skeith 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 May 13, 2024. Councilor Pennington made a motion to approve the minutes. Councilor Newman 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)

Suzanne Obetz 119 Seventh Street – announced the need for volunteers for the July 4th event.

4. Report of the Finance Committee

Councilor Skeith made a motion to approve “AN ORDINANCE TO BUDGET AND APPROPRIATE FUNDS FOR THE OPERATIONS OF MIDDLETOWN, VIRGINIA FOR THE FISCAL YEAR 2024-2025.” Councilor Rickard seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff - absent
Councilor Mitchell – Yes
Councilor Pennington – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Rickard – Yes

Motion carried 5-0

Councilor Skeith made a motion to approve the service agreement contract from Northern Shenandoah Valley Regional Commission July 1, 2024 – June 30, 2025. Councilor Mitchell seconded the motion. Mayor Harbaugh asked for a roll call vote.

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| Councilor Aliff - absent | Councilor Newman – Yes |
| Councilor Mitchell – Yes | Councilor Skeith – Yes |
| Councilor Pennington – Yes | Councilor Rickard – Yes |

Motion carried 5-0

Councilor Skeith made a motion to approve the Treasurer’s Report. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

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| Councilor Aliff - absent | Councilor Newman – Yes |
| Councilor Mitchell – Yes | Councilor Skeith – Yes |
| Councilor Pennington – Yes | Councilor Rickard – Yes |

Motion carried 5-0

5. Report of the Personnel Committee

Councilor Newman reported the committee will meet on June 11, 2024 at 6:00 p.m.

6. Report of the Public Works Committee and Facilities Committee

Councilor Pennington made a motion to approve “AN ORDINANCE TO AMEND CHAPTER 15 (“WATER”), ARTICLE III, SECTION 15-24, (“FEES”) OF THE MIDDLETOWN, VIRGINIA CODE.” Councilor Skeith seconded the motion. Mayor Harbaugh asked for a roll call vote.

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| Councilor Aliff - absent | Councilor Newman – Yes |
| Councilor Mitchell – Yes | Councilor Skeith – Yes |
| Councilor Pennington – Yes | Councilor Rickard – Yes |

Motion carried 5-0

Councilor Pennington made a motion to approve “AN ORDINANCE TO AMEND CHAPTER 13 (“SEWERS AND SEWAGE DISPOSAL”), ARTICLE I, SECTION 13-3, (“SCHEDULE OF SERVICE OR HOOKUP CHARGES”) OF THE MIDDLETOWN, VIRGINIA CODE.” Councilor Skeith seconded the motion. Mayor Harbaugh asked for a roll call vote.

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| Councilor Aliff - absent | Councilor Newman – Yes |
| Councilor Mitchell – Yes | Councilor Skeith – Yes |
| Councilor Pennington – Yes | Councilor Rickard – Yes |

Motion carried 5-0

TABLED - A motion to approve the Memorandum of Understanding with HGH Finnigan Resources, LLC. regarding water and sewer rates provided to the Wayside Inn.

7. Report of Public Safety Committee

Councilor Rickard advised the monthly calls for service are in the packet. And that the committee will meet on July 10, 2024 at 6:00 p.m.

Chief Benedict added Officer Sandy Seabaugh assisted West Virginia police in interpreter services.

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

Councilor Rickard made a motion to approve Chief Mark Dalton as Citizen of the Year. Councilor Pennington seconded the motion. All Councilors were in favor and the motion was passed.

Councilor Skeith made a motion to approve Les Morefield as Employee of the Year. Councilor Rickard seconded the motion. All Councilors were in favor and the motion was passed.

11. New or Unfinished Business

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

12. Petitions and Communication

Newtown Print & Mail and citizen Mary Lou Stallings presented a picture to the town in honor of the Neil Stallings tree planting ceremony.

13. Adjournment

Mayor Harbaugh adjourned the meeting at 7:13 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor