

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
MARCH 10, 2025 | 7:00 P.M.**

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on March 10, 2025 at 7:00 p.m.

Town Council Present

Mayor Charles Harbaugh IV
Vice Mayor Jeffrey Pennington
Councilor Carolyn Aliff
Councilor Jessica Chekaldin
Councilor Jacob Skeith
Councilor Diane Newman
Councilor George Smith

Staff Present

Town Manager & Public Works Superintendent Les Morefield
Chief of Police Gary Benedict Jr.
Town Treasurer Keith Smith
Town Clerk Christina Smith
NSVRC Senior Planner Amanda Kerns

1. Set Agenda

Mayor Harbaugh asked for a motion to set the agenda. Councilor Aliff 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 February 10, 2025. Councilor Skeith made a motion to approve the minutes. Councilor Pennington seconded the motion. All Councilors were in favor and the minutes were approved.

3. Citizen Comments (3 minutes per person per meeting – max 30 minutes)

No citizen comments

4. Report of the Personnel & Finance Committee

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

Councilor Aliff – Yes
Councilor Chekaldin – Yes
Councilor Pennigton – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Smith – Yes

Motion carried 6-0

5. Report of the Public Works Committee and Facilities Committee

Councilor Aliff advised staff report from Public Works department was in the packet for review.

6. Report of Public Safety Committee

Councilor Pennington advised calls for service were in the packets. Chief Benedict noted there was a jump in calls for service since bringing on a night shift officer.

7. Report of the Ordinance Committee

Councilor Newman advised the ordinance overhaul is still under construction.

8. Report of the Planning and Zoning Committee

Councilor Smith made a motion to appoint Raymond Steele to serve a 4-year term on the Board of Zoning Appeals. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Chekaldin – Yes

Councilor Pennigton – Yes

Councilor Newman – Yes

Councilor Skeith – Yes

Councilor Smith – Yes

Motion carried 6-0

Councilor Smith made a motion to appoint Megan Divittorio to serve a 2-year term on the Board of Zoning Appeals. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Chekaldin – Yes

Councilor Pennigton – Yes

Councilor Newman – Yes

Councilor Skeith – Yes

Councilor Smith – Yes

Motion carried 6-0

Councilor Smith made a motion to appoint Jessica Carper to serve a 1-year term on the Board of Zoning Appeals. Councilor Skeith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Chekaldin – Yes

Councilor Pennigton – Yes

Councilor Newman – Yes

Councilor Skeith – Yes

Councilor Smith – Yes

Motion carried 6-0

Councilor Smith made a motion to appoint Kimberly Begnaud-Hampton to serve the remaining term of outgoing member Dianna Klein through May 2028 on the Board of Zoning Appeals. Councilor Skeith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Chekaldin – Yes
Councilor Pennigton – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Smith – Yes

Motion carried 6-0

9. Report of Special Committees

Nothing to report

10. New or Unfinished Business

Mayor Harbaugh set the Work Session meeting for April 7, 2025 @ 7:00 p.m.

11. Petitions and Communication

Nothing to report

12. Adjournment

Mayor Harbaugh adjourned the town council meeting at 7:05 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor