

**TOWN OF MIDDLETOWN  
TOWN COUNCIL MEETING MINUTES  
APRIL 14, 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 April 14, 2025 at 7:00 p.m.

**Town Council Present**

Mayor Charles Harbaugh IV  
Councilor Carolyn Aliff  
Councilor Jessica Chekaldin  
Councilor Diane Newman  
Councilor George Smith

**Town Council Absent**

Vice Mayor Jeffrey Pennington  
Councilor Jacob Skeith

**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 Smith 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 10, 2025. Councilor Newman made a motion to approve the minutes. Councilor Aliff 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 Newman made a motion to approve the Treasurer's Report. Councilor Smith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes  
Councilor Chekaldin – Yes  
Councilor Newman – Yes

Councilor Newman – Yes

Motion carried 4-0

Councilor Smith made a motion to approve a Resolution to Authorize Purchase of Real Property 7745 Main Street. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Newman – Yes

Councilor Chekaldin – Yes

Councilor Newman – Yes

Motion carried 4-0

#### **5. Report of the Public Works Committee and Facilities Committee**

Nothing to report.

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

Chief Benedict advised nothing to report other than the calls for service in the packet.

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

Councilor Newman advised the ordinance committee tentatively plans to meet on April 24, 2025 at 6:00 p.m. She is currently waiting to hear back from committee members.

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

Councilor Smith made a motion to appoint Cornelia Hodson to serve on the Planning Commission Board. Councilor Newman seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Newman – Yes

Councilor Chekaldin – Yes

Councilor Newman – Yes

Motion carried 4-0

#### **9. Report of Special Committees**

Mayor Harbaugh announced the town's Easter egg hunt will take place on Saturday April 19, 2025 @ 11 a.m. at the town park.

#### **10. New or Unfinished Business**

Mayor Harbaugh set the Work Session meeting for May 5, 2025 @ 7:00 p.m.

**11. Petitions and Communication**

Mayor Harbaugh read a Resolution Honoring the 250th Anniversary of the American Revolution and Endorsing the Two Lights for Tomorrow Initiative. All Council members were in favor and the resolution was passed.

Mayor Harbaugh read Planning Commissioner Mark Klein's resignation. Mark stated is has been a pleasure serving the Town of Middletown. Mayor Harbaugh noted Mark and family are moving out of town.

**12. Adjournment**

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

---

Christina Smith  
Municipal Clerk

---

Charles Harbaugh, IV  
Mayor