

**TOWN OF MIDDLETOWN  
TOWN COUNCIL MEETING MINUTES  
NOVEMBER 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 November 10, 2025 at 7:00 p.m.

**Town Council Present**

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

**Staff Present**

Town Manager & Public Works Superintendent Les Morefield  
Town Treasurer Keith Smith  
Town Clerk Christina Smith  
Deputy Clerk Rachel Henry

**1. Set Agenda**

Mayor Harbaugh asked for a motion to set the agenda. Councilor Skeith made a motion to set the agenda. Councilor Aliff 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 Joint Public Hearing minutes from October 14, 2025. Councilor Newman-Shannon made a motion to approve the minutes. Councilor Skeith seconded the motion. All Councilors were in favor and the Joint Public Hearing minutes were approved.

Mayor Harbaugh asked for a motion to approve the Town Council minutes from October 14, 2025. Councilor Pennington made a motion to approve the minutes. Councilor Aliff seconded the motion. All Councilors were in favor and the Town Council 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-Shannon seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes  
Councilor Chekaldin – Yes  
Councilor Pennington – Yes

Councilor Newman-Shannon – Yes  
Councilor Skeith – Yes  
Councilor Smith – Yes

Motion carried 6-0

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

Nothing to report

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

Councilor Pennington stated calls for service are in the packet and that K9 Edo is still recovering from surgery.

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

Nothing to report

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

Nothing to report

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

Mayor Harbaugh announced the Veteran Day Ceremony will take place on Tuesday November 11, 2025 at 1 p.m. and the annual tree lighting ceremony will take place on Friday November 28, 2025 at 4:45 p.m.

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

Mayor Harbaugh set the Work Session meeting for December 1, 2025 @ 7:00 p.m.

#### **11. Petitions and Communication**

Residential trash service provider RWB Disposal quit with no notice and thankfully Freedom Disposal has stepped on a last-minute notice to cover trash service for the remainder of the year.

#### **12. Adjournment**

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

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Christina Smith  
Municipal Clerk

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Charles Harbaugh IV  
Mayor