

**TOWN OF MIDDLETOWN  
TOWN COUNCIL MEETING MINUTES  
DECEMBER 8, 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 December 8, 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  
Chief Gary Benedict Jr.  
Town Treasurer Keith Smith  
Town Clerk Christina Smith

**1. Set Agenda**

Mayor Harbaugh asked for a motion to set the agenda. Councilor Skeith made a motion to set the agenda. Councilor Pennington 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 November 10, 2025. Councilor Aliff made a motion to approve the minutes. Councilor Skeith 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 Aliff 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. Chief Benedict advised K9 Edo is back on duty fulltime and fully recovered from surgery. Chief Benedict also advised Mayor & Council that the potential candidate for the nighttime police officer vacancy has declined the position.

**7. Report of the Ordinance Committee**

Nothing to report

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

Councilor Smith reported that the planning commission will hold their December meeting on the 22<sup>nd</sup> and 7 p.m. as scheduled and he also asked that Mayor & Council reach out to the PC members and thank them for a job well done this year.

**9. Report of Special Committees**

Mayor Harbaugh reported that the Christmas parade on Sunday was a success and thanked all those involved in making it happen.

**10. New or Unfinished Business**

Mayor Harbaugh set the Work Session meeting for January 5, 2026 @ 7:00 p.m.

**11. Petitions and Communication**

First Night Out will take place on December 31, 2025 @ 6 p.m. at the town office.

**12. Adjournment**

Mayor Harbaugh adjourned the town council meeting at 7:06 p.m.

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Christina Smith  
Municipal Clerk

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Charles Harbaugh IV  
Mayor