

**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 22nd 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.

Christina Smith
Municipal Clerk

Charles Harbaugh IV
Mayor