

**TOWN OF MIDDLETOWN  
TOWN COUNCIL MEETING MINUTES  
JANUARY 12, 2026 | 7:03 P.M.**

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on January 12, 2026 at 7:03 p.m.

**Town Council Present**

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

**Absent**

Councilor Jessica Chekaldin

**Staff Present**

Town Manager & Public Works Superintendent Les Morefield  
Chief Gary Benedict Jr.  
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 Smith asked to amend the agenda to add a motion to approve the appointment of Jennifer Favela under Planning & Zoning Committee. 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 Town Council minutes from December 8, 2025. Councilor Pennington 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 Newman seconded the motion. Mayor Harbaugh asked for a roll call vote.

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

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

Motion carried 5-0

## **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 added that K9 Edo was used in 3 positive alerts during duty.

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

Councilor Newman-Shannon made a motion to approve an “ORDINANCE ADOPTING A REVISION AND CODIFICATION OF THE ORDINANCES OF THE TOWN OF MIDDLETOWN.” Councilor Smith seconded the motion. Mayor Harbaugh asked for a roll call vote.

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

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

Motion carried 5-0

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

Councilor Smith made a motion to approve the appointment of Jennifer Favela to serve on the Planning Commission board. Council Skeith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes  
Councilor Chekaldin – Absent  
Councilor Pennington – No

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

Motion carried 4-1

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

Nothing to report

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

Mayor Harbaugh set the Work Session meeting for February 2, 2026 @ 7:00 p.m.

## **11. Petitions and Communication**

Mayor and Town Council presented a donation in the amount of \$25k to Chief Dalton on behalf of the Middletown Volunteer Fire & Rescue.

## **12. Adjournment**

Mayor Harbaugh adjourned the town council meeting at 7:12 p.m.

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Christina Smith  
Municipal Clerk

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Charles Harbaugh IV  
Mayor