

**TOWN OF MIDDLETOWN  
TOWN COUNCIL MEETING MINUTES  
JULY 13, 2026 | 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 July 13, 2026 at 7:00 p.m.

**Town Council Present**

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

**Absent**

Councilor Jessica Chekaldin  
Vice Mayor Jeffrey Pennington

**Staff Present**

Town Manager & Public Works Superintendent Les Morefield  
Sgt. Wayne Monse  
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 Newman-Shannon made a motion to set the agenda. Councilor Skeith second the motion. All Councilors were in favor, and the agenda was approved.

**2. Approval of Previous Meeting Minutes**

Mayor Harbaugh asked for a motion to approve the Public Hearing minutes from June 8, 2026. Councilor Aliff made a motion to approve the minutes. Councilor Skeith seconded the motion. All Councilors were in favor, and the Public Hearing minutes were approved. Mayor Harbaugh asked for a motion to approve the Town Council minutes from June 8, 2026. Councilor Smith made a motion to approve the minutes. Councilor Newman-Shannon seconded the motion. All Councilors were in favor, the Town Council minutes were approved. Mayor Harbaugh asked for a motion to approve the Work Session minutes from July 6, 2026. Councilor Skeith made a motion to approve the minutes. Councilor Aliff seconded the motion. All Councilors were in favor, and the minutes were approved. Mayor Harbaugh asked for a motion to approve the Work Session minutes from January 7, 2025-December 1, 2025. Councilor Aliff made a motion to approve the minutes. Councilor Newman-Shannon 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)**

Frederick County Public Schools Superintendent George Hummer updated Council and staff on the renovation to Middletown Elementary School which is projected to be completed in the fall of 2028. Superintendent Hummer thanked the Middletown Fire Department for allowing the cafeteria staff to use their kitchen during the renovation to prepare food and transport it to the school. Hummer reported the elementary schools are around 125% capacity and ideally would like them at 85%-90%. Frederick County Public Schools is in the process of building a 4th High School. Potential future projects would include a 5th Middle School and 13th Elementary School along with renovations to Bass-Hoover and Apple Pie Ridge Elementary Schools.

### **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 Smith – Yes

Councilor Newman-Shannon – Yes

Councilor Skeith – Yes

Motion carried 4-0

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

Councilor Aliff reported the Public Works staff report is in the packet.

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

Sgt. Wayne Monse was in attendance for Chief Gary Benedict, Jr. Sgt. Monse reported Edo is doing well.

### **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 reported the July 4th Event was a great success and thanked all staff and departments for their time and efforts. There will be an Evening Market on July 31st from 5-9pm on Church St.

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

Mayor Harbaugh set the Work Session meeting for August 3, 2026 @ 7:00 p.m.

**11. Petitions and Communication**

National Night Out will be August 4, 2026, from 5-8pm at the Skyline Regional Criminal Justice Academy.

**12. Adjournment**

Mayor Harbaugh adjourned the town council meeting at 7:16 p.m.

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Charles Harbaugh IV  
Mayor

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Christina Smith  
Town Clerk