

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
JANUARY 13, 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 January 13, 2025 at 7:00 p.m.

Town Council Present

Mayor Charles Harbaugh IV
Councilor Carolyn Aliff
Councilor Jessica Chekaldin
Councilor Jacob Skeith
Councilor Diane Newman
Councilor George Smith

Town Council Absent

Vice Mayor Jeffrey Pennington

Staff Present

Town Manager & Public Works Superintendent Les Morefield
Chief of Police 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 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, Public Hearing and Town Council minutes from December 9, 2024. Councilor Newman made a motion to approve minutes. Councilor Smith seconded the motion. All Councilors were in favor and the minutes were passed.

3. Citizen Comments (3 minutes per person per meeting – max 30 minutes)

Audrey Snoberger 2132 Fifth Street thanked the town for their efforts clearing the snow and asked if we could make sure snow is pushed away from mailboxes. She is concerned for her disabled neighbor. Public Works Superintendent advised he will contact VDOT regarding this matter.

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 Newman – 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

Chief Benedict advised the monthly calls for service are in the packet. And commended Sgt. Monse and Officer Voorhees for their work on successfully apprehending a wanted fugitive. Chief Benedict also shared a letter from the Middleburg Police Department thanking our police department for their help with Middleburg's Christmas Parade.

7. Report of the Ordinance Committee

Nothing to report

8. Report of the Planning and Zoning Committee

Commissioner Suzanne Obez advised the Planning Commission will continue working on the Comprehensive Plan, reviewing Holtzman site plans and the train station.

9. Report of Special Committees

Nothing to report

10. New or Unfinished Business

Mayor Harbaugh set the Work Session meeting for February 3, 2025 @ 7:00 p.m.

11. Petitions and Communication

Mayor Harbaugh & Town Council presented Chief Mark Dalton and the Middletown Fire Department with a \$20,000 donation. Chief Dalton was thankful and advised the donation would be going towards a \$25,000 fire engine truck repair.

Mayor Harbaugh read aloud a letter from Veteran Memorial Chairman Raymond Steele announcing his retirement as the Chairman of the Veteran Memorial. See the attached letter.

Recognition of Councilor Stephanie Mitchell for her service to the town and time on council. Councilor Mitchell was not in attendance therefore this did not take place.

Mayor Harbaugh welcomed new and returning council members Jessica Chekaldin and George "Jay" Smith. Councilor Smith previously served on council.

Larry Clowser-Webb graciously presented a book to the mayor that he put together of photographs he has captured of civil war veterans in Mt. Carmel cemetery.

Councilor Skeith made a motion to go into Closed Session - Under 2.2-3771(A) (3), purchase of land for preservation measures. Councilor Aliff seconded the motion. All councilors were in favor. Closed Session convened at 7:14 p.m.

Councilor Skeith made a motion to come out of closed session. Councilor Aliff seconded the motion. All councilors were in favor and closed session was adjourned at 7:39 p.m.

12. Adjournment

Mayor Harbaugh adjourned the town council meeting at 7:45 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor

December 9, 2024

To: Mayor Harbough and Councilors

From: Ray Steele, Chairman, Middletown Veterans's Memorial

Thank you for allowing me to serve the town in this capacity for the past 8 years.

In early 2016 I came to you all and asked for \$35K seed money to build a Veteran's memorial. (A memorial that easily is valued over \$175K and really didn't cost the taxpayers anything.) Six of us worked tirelessly from early March to the memorial's dedication on Veterans Day 2016 along with many, many other volunteers and community individuals and local company's generous donations.

Today stands our legacy for that exhausting endeavor. A monument that future generations can be proud of. I certainly am and consider myself fortunate to be a part of this.

Twenty-five years from that dedication the town should open the time capsule and refresh itself with the pictures and keepsakes stored there in, to remind themselves of the value of this memorial.

I need to publicly thank all the folks that have supported, contributed to, and worked behind the scenes to ensure the success of this memorial.

I humbly ask that your effort continue.

With all the above info provided, I respectfully submit my retirement notice as chairman and will humbly be stepping aside from the duties that I self imposed upon myself.

Respectfully,

A handwritten signature in black ink, appearing to read "Ray". The signature is written in a cursive style with a long, sweeping underline that extends to the right.