

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
FEBRUARY 10, 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 February 10, 2025 at 7:00 p.m.

Town Council Present

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

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 Newman 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 January 13, 2025. Councilor Aliff made a motion to approve the minutes. Councilor Skeith 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)

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 Pennigton – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Smith – Yes

Motion carried 6-0

5. Report of the Public Works Committee and Facilities Committee

Town Manager & Public Works Superintendent Les Morefield stated LCW is almost finished with the WWTP upgrade.

6. Report of Public Safety Committee

Councilor Pennington advised calls for service were in the packets. Chief Benedict stated the police department assisted in one of our larger 5k's hosted in town over the weekend noting there were over 500 runners'. Mayor Harbaugh thanked the Chief and his officers for their great work.

7. Report of the Ordinance Committee

Nothing to report

8. Report of the Planning and Zoning Committee

Councilor Smith made a motion to reappoint Henry Shiley to serve on the Board of Zoning Appeals. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Chekaldin – Yes

Councilor Pennigton – Yes

Councilor Newman – Yes

Councilor Skeith – Yes

Councilor Smith – Yes

Motion carried 6-0

Councilor Smith made a motion to reappoint Raymond Steele to serve on the Board of Zoning Appeals. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Chekaldin – Yes

Councilor Pennigton – Yes

Councilor Newman – Yes

Councilor Skeith – Yes

Councilor Smith – Yes

Motion carried 6-0

Councilor Smith made a motion to reappoint Megen Divittorio to serve on the Board of Zoning Appeals. Councilor Aliff seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Chekaldin – Yes

Councilor Pennigton – Yes

Councilor Newman – Yes

Councilor Skeith – Yes

Councilor Smith – Yes

Motion carried 6-0

Councilor Smith made a motion to reappoint Jessica Carper to serve on the Board of Zoning Appeals. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Chekaldin – Yes
Councilor Pennigton – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Smith – Yes

Motion carried 6-0

Councilor Smith made a motion to appoint Kimberly Begnaud-Hampton to serve on the Board of Zoning Appeals. Councilor Chekaldin seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Chekaldin – Yes
Councilor Pennigton – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Smith – Yes

Motion carried 6-0

9. Report of Special Committees

Mayor Harbaugh and Councilor Newman shared that the town's Black History Celebration will take place on Saturday February 22, 2025 at 1 p.m. at Grace United Methodist Church.

10. New or Unfinished Business

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

11. Petitions and Communication

Verbal notice received from NSVRC that board member and Council member Carolyn Aliff's term expired 12/31/2024. It was discussed to reappoint Councilor Aliff or appoint a new council member to serve on behalf of the town. TBD.

Resignation letter received from BZA member Dianna Klein – see attached

Thank you, letter, received from Middletown Volunteer Fire and Rescue Company, Inc., for donation – see attached.

12. Adjournment

Mayor Harbaugh adjourned the town council meeting at 7:08 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor