



**Townsend Town Council Reorganization and Meeting  
Agenda  
August 6<sup>th</sup>, 2025 @ 7:00 pm  
VIA CONFERENCE CALL & Town Hall  
141 Main St, Townsend, DE 19734**

**7:00 pm Town Council Meeting**

- I. Call to Order: Approximately 7:00pm.
- II. Opening Ceremonies
  - A. Roll Call: Mayor S. Lobdell, CM M. Chapman, CM D. Wiggins, CM J. Bangura, TM J. Goodyear, TS M. Hoffman, Chief R. Longo, & TE E. Gruenes.
  - B. Pledge of Allegiance: All participated in the Pledge of Allegiance.
  - C. Moment of Silence: All participated in the moment of silence.
  - D. Recognition of Visitors: D. Haines, PFC Peters, FSIA E. Demspey, Resident A. Chambers, and S. Waterland (Via Zoom).
  - E. Announcements: None.
- III. General Citizen Comments
  - A. Mr. Chambers shared that the park looks like it has been neglected lately as far as the weeds, the grass, and the mulch that was placed in the playground.
    1. TM Goodyear will address the issues with public works and the baseball organization that rents the baseball field, on the items that can be fixed.
  - B. Mr. Chambers shared that there are multiple neighbors that have cracked sidewalk and how this will be fixed.
    1. Mayor Lobdell states that PW dept is taking inventory on sidewalks that need to be repaired for a future project.
- IV. Review/Adoption of Agenda
  - A. *CM Wiggins made a motion to approve the agenda as written. CM Chapman seconded the motion. Voice vote of Council- all yeas.*
- V. Approval / Rejection of Minutes:
  - A. **ACTION ITEM:** Approval/Rejection of Town Council Minutes from July 2<sup>nd</sup>, 2025, Town Council Meeting.
    1. *CM Chapman made a motion to approve the Town Council Meeting Minutes from July 2<sup>nd</sup>, 2025. CM Wiggins seconded the motion. Voice vote of Council- all yeas.*
  - B. **ACTION ITEM:** Approval/Rejection of Town Council Minutes from July 22<sup>nd</sup>, 2025, Special Town Council Meeting.
    1. *CM Chapman made a motion to approve the Town Council Minutes from July 22<sup>nd</sup>, 2025. CM Wiggins seconded the motion. Voice vote of Council- all yeas.*

**VI. Departmental Reports:**

**A. Mayor S. Lobdell**

1. None.

**B. New Castle County Councilman David Carter**

1. None.

**C. Town of Townsend Police Chief's Report**

1. ACTION ITEM: Discussion and Review of presentation with potential vote of approval for Townsend PD K9 program.

- i. Chief Longo presented the Townsend PD K9 Program. His main points are that the animals are and will be no additional cost to the Town, all are grant funded. Training will not interfere with working hours, a contract that the Town will offer can be cancelled at any time. Outfitting of the vehicles will be done with a divider for the back seat.

1. CM Bangura asks why Officer Peters will have to carry the financial burden of caring for his K-9.

- a. Chief Longo states that they are committed to having the program and will personally pay to keep the program running.

2. CM Bangura asks for clarification on the insurance costs for the K-9's and possible grants.

- a. Chief Longo states that Homeland Security will cover the first year and any time after that would need to be fundraising or added into the budget.

- i. Mayor Lobdell states the amount of money being received in grants from the PD, the Council should not be worried about paying \$1,000.

3. TM Goodyear states that she appreciates the presentation from Chief Longo and she supports the program. However, the Town approving this would have to own the asset and would have to take on all of the responsibilities and care. Relying on grants and fundraising should not be a safety net. She also states that Officer Peters should have rights to the dog in the contract.

4. CM Chapman would like to have a contract drafted before committing anything or voting on an action item.

- a. TM Goodyear states that she will ask TS Hatfield to draft a contract for Council to review.

D. Town Solicitor Lisa Hatfield

1. TM Goodyear shares that TS Hatfield gave her recommendations on the town's list of encroachments. The recommendations will be shared at the next public works meeting.

E. Town Engineer Erik Gruenes

1. **ACTION ITEM:** Discussion and Review of RVE's recommendation letter for the 2025 Road Program, as it relates to the repaving of Brook Ramble Rd.
  - i. *CM Chapman made a motion to approve the quote provided for the repaving of Brook Ramble Rd in the amount of \$75,775.00 from the contractor Cirillo Brothers, contingent upon a successful review of the quote. CM Wiggins seconded the motion. Voice Vote of Council- all yeas.*
2. **ACTION ITEM:** Discussion and Review with possible vote of RVE's proposal for the Feasibility Study for potential bike/walking trails throughout Town.
  - i. Mayor Lobdell states that this study is fully funded by grants. If it is not used, it will be lost.
    1. *CM Wiggins made a motion to award the grant money to RVE to create a feasibility study for a bike path. CM Chapman seconded the motion. Voice Vote of Council- all yeas.*

F. Town Manager Julie Goodyear

1. **ACTION ITEM:** Discussion and Review of MSAF funding for FY26.
  - i. TM Goodyear shares that the Town has been awarded \$57,602.36 for FY26. She is asking for the money to be used on sidewalks that need to be repaired. She would like to prioritize this item on a public works agenda.
2. **ACTION ITEM:** Discussion and Review with potential vote of annexation for parcel's # 14-016.05-019, 14-016.05-023 & 14-016.05-018.
  - i. TM Goodyear shares she has asked the planning commission for a letter of recommendation to annex the above parcels. They are in agreement and are working on the letter.

1. CM Chapman asks if there are any objections to the annexation of the parcels.
    - a. No objections were spoken.
  2. TM Goodyear asks if the first reading can be done at the Special Council Meeting on the 20<sup>th</sup> of this month.
    - a. All agree.
  3. **ACTION ITEM:** Discussion and review with potential vote of Engineering Services, Code Review and inspection Services scorecards from RFP responses.
    - i. CM Chapman asked TM Goodyear to set up interviews with Perdontis, Pennoni, and RVE for engineering services.
- G. Public Works Supervisor Rick Boyer
1. TM Goodyear shares the report in PWS Boyer's absence.
- I. Committee Reports:
- A. **Finance Committee:** Chair: Mayor S. Lobdell, Co-Chair: Councilman J. Bangura
1. **ACTION ITEM:** Review and possible discussion on June 2025 Budget vs. Actual reports.
  2. **ACTION ITEM:** Resolution 2025-005 to Amend FY26 Budget.
    - a. *CM Wiggins made a motion to approve the 2025-005 resolution to amend the FY26 Municipal Budget. CM Chapman seconded the motion.*
      - i. *Roll Call Vote of Council: Mayor Lobdell- yea, CM Chapman- yea, CM Bangura, and CM Wiggins- yea.*
- B. **Human Resources Committee:** Chair: Councilman Suhr, Co-Chair: Mayor S. Lobdell
1. Nothing to discuss.
- C. **Public Works and Land Use Development Committee:** Chair: Councilman J. Bangura, Co-Chair: Councilman M. Chapman
1. **ACTION ITEM:** Discussion and Review with potential vote of approval of "Play Structure Plus (PSP)" proposal for repairs to the tennis courts.
    - a. CM Chapman asks TM Goodyear to ask for specifications on the drain's location and if the water will drain to the walking path.
    - b. *CM Bangura makes a motion to approve the proposal submitted for the repairs to the tennis courts for \$18,480.00 from Play Structures Plus out of the parks budget. CM Chapman seconded the motion. Voice vote of Council- all yeas.*

D. **Public Safety Committee:** Chair: Councilman M. Suhr, Co-Chair: Councilman D. Wiggins

1. **ACTION ITEM:** Review with discussion and potential vote on Committee's recommendation on the next steps for the Police Building Expansion project.

- a. CM Wiggins shares the committee was holding off on awarding a project manager for the PD build due to the possible change in Engineering firms within the Town.
  - i. TM Goodyear asks if the interviews can be done at Committee level.
    - a. Mayor Lobdell states he does not mind the interviews being done within committee level but if anyone in Council would like to sit in on the meeting they are allowed to.

E. **Community Engagement Committee:** Chair: Councilman D. Wiggins

1. **ACTION ITEM:** Review and Discussion of Town "Fall Festival" dates and ideas.

- a. CM Wiggins briefly explained the ideas on the upcoming Fall Festival for the Town. The potential date is October 10<sup>th</sup>, and it would be an age appropriate movie at the park.

F. **Code Review Committee:** Chair: Mayor S. Lobdell, Co-Chair: Councilman M. Chapman

1. Nothing to discuss.

G. **Veterans & Social Services Committee:** Chair: Councilman M. Chapman, Co-Chair: Councilman M. Suhr

1. Nothing to discuss.

II. Discussion of future agenda items.

- a. Nothing to discuss.

III. Recess Council Meeting to Convene Executive Session.

- a. *CM Bangura made a motion to recess the Council meeting and convene Executive session. CM Chapman seconded the motion.*

- i. *Recess to Executive session at approximately: 9:17pm.*

IV. **Convene Executive Session:** Pursuant to 29 Del. C. §§10004(b)(9), the Town Council will consider a motion to meet in an executive session for the discussion personnel matters.

V. **Close Executive Session & Re-convene Council Meeting.**

- a. *CM Chapman made a motion to close the executive meeting and return to public meeting. CM Bangura seconded the motion.*

- i. *Closing of executive session at approximately: 10:17pm.*

**VI.** Adjournment.

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*a. CM Wiggins made a motion to adjourn the meeting. Cm Chapman seconded the motion.*

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*i. Meeting adjourned at 10:18pm.*

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**\*\* Revised to Include Item VI(F)(2) on 7/30/2025- JMG**