



Townsend Town Council Meeting Agenda
January 7th, 2026 @ 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 7:06pm.
- II. Opening Ceremonies
 - A. Roll Call: Mayor S. Lobdell, CM M. Chapman, CM J. Bangura, CM D. Wiggins, CM S. Sharif, TM J. Goodyear, TC K. Gallagher, TS L. Hatfield, TE B. Miller, PWS R. Boyer, LT E. McCloskey, and MC B. Peters.
 - B. Pledge of Allegiance: All participated in the pledge of allegiance.
 - C. Moment of Silence: All participated in a moment of silence.
 - D. Recognition of Visitors: G. Fournaris (Via Zoom) , C. Riordan (Via Zoom), R. Johnson (Via Zoom), R. Longo, C. Longo, CM D. Carter, & A. McDonald.
 - E. Announcements: CM Chapman gave a shout out to the PW dept. in their efforts to clear off the most recent snowfall.
- III. General Citizen Comments:
 - A. None.
- IV. Review/Adoption of Agenda:
 - A. Mayor Lobdell requested that presentations at VII.A.1 & VII.A.2 be moved up to be done before the departmental reports.
 1. *CM Bangura made a motion to approve the agenda with the intended changes written above. CM Wiggins seconded the motion. Voice vote of Council- all yeas.*
- V. Approval/ Rejection of Minutes:
 - A. **ACTION ITEM:** Approval/Rejection of Town Council Minutes from December 3rd, 2025, Town Council Meeting.
 1. *CM Chapman made a motion to approve the Town Council Minutes from December 3rd, 2025, Town Council Meeting. CM Bangura Seconded the motion. Voice vote of Council- all yeas.*
 - B. **ACTION ITEM:** Approval/Rejection of Town Council Minutes from December 16th, 2025, Special Town Council Meeting.
 1. *CM Chapman made a motion to approve the Town Council Minutes from December 16th, 2025, Town Council Meeting. CM Bangura Seconded the motion. Voice vote of Council- all yeas.*
- VI. Departmental Reports:

A. Mayor S. Lobdell

1. Nothing to report.

B. New Castle County Councilman David Carter

1. NCC CM D. Carter provided an update on county happenings. He thanked TM Goodyear and Council for their assistance in moving along funding. He also states there has been less volume on tax assessment calls.

C. Town of Townsend Police Chief's Report

1. **ACTION ITEM:** Discussion and Possible vote to approve Resolution 2026-001, a resolution to recognize previous Chief of Police Robert Longo.
 - i. Mayor Lobdell performed the reading of Resolution "2026-001".
 1. *CM Wiggins made a motion to approve the resolution 2026-001 to recognize previous Chief of Police, Robert Longo. CM Bangura seconded the motion.*
 - a. *Voice Vote of Council- Roll Call: Mayor Lobdell-yea, CM Wiggins- yea, CM Bangura- yea, CM Chapman-yea, CM Sharif-yea.*
2. **** ACTION ITEM:** Discussion and potential vote of Council appointing Interim Chief of Police.
 - i. CM Wiggins performed the reading of Resolution "2026-002".
 1. *CM Wiggins made a motion to approve the resolution 2026-002 to appoint Lt. Earl McCloskey as the Interim Chief. CM Bangura seconded the motion.*
 - a. *Voice Vote of Council- Roll Call: Mayor Lobdell-yea, CM Wiggins- yea, CM Bangura- yea, CM Chapman-yea, CM Sharif-yea.*
 2. Interim Chief McCloskey thanked Chief Longo for his mentorship and Council for their confidence in him.
3. **ACTION ITEM:** Discussion and review of updates on hiring new members of Police Force.
 - i. Interim Chief McCloskey shared an update on the ongoing hiring process. He states that there are not a lot of certified applicants. He presented possible part time roles in the interim.
 1. TM Goodyear asks if there is anything her or Council can do to assist with this process.

- a. Chief McCloskey shares that the listed salary is not competitive enough to compete with neighboring towns and that the Town does not use commercial job advertising for the PD listing.
 - i. CM Wiggins suggested offering more incentives.
 - b. TM Goodyear asks if support is needed from DSP.
 - i. Chief McCloskey said he could reach out to them for possible supplemental support, but they are ok right now.
4. **ACTION ITEM:** Discussion and Review with Potential vote of Council for Budget re-allocation of \$4,520.60 to PD uniforms.
- i. CM Wiggins asks for quotes for level 4 vests as the original quote is for level 3.
 - ii. *CM Wiggins recommend and make a motion to allocate \$10,000 to PD uniforms and any amount of overage will be taken from payroll. CM Chapman seconded the motion. Voice vote of Council- all yeas.*

D. Town Solicitor Lisa Hatfield

- 1. TS Hatfield provided a summary of her report. She is working on the annexation map comprehensive plan and waiting on deeds with affidavits to be recorded which will be done in the next week.
 - i. TM Goodyear asks if Planning Commission can be of assistance to her but for the record there are planning members that do not participate that are still named on the board.
 - 1. TS Hatfield shares that she has legal advice that she can email Julie to assist her in member contribution or members stepping down.
 - a. CM Bangura asks if chronic absenteeism could be rectified.
 - i. TS Hatfield explained yes, as it is an appointed position not paid. So it may be hard to find volunteers but removal can be done.
 - b. TE Miller suggested that the Planning Commission could be overwhelmed and are in need of assistance.
 - i. TM Goodyear stated yes that it is hard to get consistent effort or don't know their roles properly.

E. Town Engineer Brian Miller

1. TE Miller gave a summary of his report. He shares he is still learning the ways of the Town.
 - i. Mayor Lobdell commended TE Miller for his letter for Walnut St that helped NCC CM Carter.
2. **ACTION ITEM:** Discussion and Review with potential vote of Council to approve Pennoni proposal for GIS Mapping Services.
 - i. TM Goodyear gave a brief description of the proposed GIS mapping. She states it is above her spending authority but wanted to present it to Council because it would be a great tool for the Town.
 1. CM Chapman asks if road repaving can be reflected on this.
 - a. TE Miller stated yes and can be shown on a website for residents to list problem areas.
 2. TM Goodyear shares that it will be in the budget for the next Fiscal Year.
 - a. *CM Chapman made a motion to approve the expansion of the Towns GIS mapping for a total of \$18,000 from the engineering budget. CM Sharif seconded the motion. Voice vote of Council- all yeas.*

F. Town Manager Julie Goodyear

1. TM Goodyear gave a summary of her report. She shared that the Town received \$25,000 for the smaller park and \$2,000 from CM Carter. She would like to add the topic to on to the next PWLUD Committee Meeting.
2. **ACTION ITEM:** Second Reading of “Ordinance 2025-008” as it relates to Chapter 24 updates for the Townsend Municipal Code with potential vote for approval.
 - i. TM Goodyear read the title of “Ordinance 2025-008”.
 1. *CM Chapman made a motion to approve “Ordinance 2025-008”. CM Bangura seconded the motion.*
 - a. *Voice Vote of Council- Roll Call: Mayor Lobdell-yea, CM Wiggins- yea, CM Bangura- yea, CM Chapman-yea, CM Sharif-yea.*
3. **ACTION ITEM:** Discussion and review with potential vote of Council to open a Bid for Municipal Waste Services throughout Town.
 - i. TM Goodyear presented the current contract along with complaints from residents on Casella.
 1. CM Chapman asked how Casella rectifies their damage and accidents.

- a. TM Goodyear shared that Casella had two instances on the same road in a difficult area. They handled everything well.
- 2. Mayor Lobdell asked if a bid could be opened and maybe put additional town events on it to see what happens.
- a. TM Goodyear stated yes, anything can be put in a bid.
- 3. TM Goodyear does share that switching companies would be a process in regard to letting the residents know, switching the cans, and finding a company that can accommodate the whole Town.
- a. CM Wiggins does say that it may be worth it to stay with Casella because the complaint count to resident ratio comes out to only 1%.
- 4. *CM Chapman made a motion to table this discussion for one year. CM Bangura seconded the motion. Voice vote of Council- all yeas.*

G. Public Works Supervisor Rick Boyer

- 1. CM Wiggins commended the PW dept. trying to seal the potholes around town and the Christmas decorations.
 - i. TM Goodyear shared that there were comments made about the Town's decorations aging. She would like to invest in better decorations next fiscal year. She would also like to coordinate breakfast/coffee for the PW team of Middletown that assisted with the hanging of the Christmas decorations around town.

VII. Committee Reports:

A. Finance Committee: Chair: Councilman J. Bangura, Co-Chair: Mayor S. Lobdell

- 1. **ACTION ITEM:** Review and Discussion of 2025 Investment Activity Presentation from Creative Financial Group.
 - a. Creative Financial Group's T. McDonald provided an investment presentation and his findings for the year. There was a 7.09% increase. International accounts are outperforming USA and will continue to do so into the next year.
- 2. **ACTION ITEM:** Discussion and Review of FY 25 Audit with presentation from Belfint, Lyons & Shuman.
 - a. G. Fournaris provided their audit finding results were successful with a clean and unqualified opinion. They have no findings or recommendations. Communications they found no significant difficulties. Opportunities for improvement they listed that the

investment manager monitors allocations. They plan to ask the investment manager next year for a report.

- i. C. Riordan provided a summary of his findings. He suggested the Town cut down on their deferred inflows. He commended that ARPA funds were spent as well as a change in the fund balance by 4x. He also commented that the Budget to Actual report shows that the Town brought in more than was spent.

3. **ACTION ITEM:** Review and possible discussion on the November 2025 Budget vs. Actual Reports.

- a. TM Goodyear shares that there is a concern regarding going over budget with legal expenses. TM Goodyear would like to streamline the access to legal.

B. **Human Resources Committee:** Chair: Councilman Sharif, Co-Chair: Mayor S. Lobdell

1. TM Goodyear shared the HR committee re-categorized job positions and requested changes for some. She also shared that there are plans for an additional admin.

C. **Public Works and Land Use Development Committee:** Chair: Councilman M. Chapman, Co-Chair: Councilman S. Sharif

1. **ACTION ITEM:** Discussion and review with potential vote of Council to approve Sidewalk repairs proposal.

- a. CM Chapman commended Rick on his work on Vialytics and the measurement of the sidewalk heaves can be up to \$100,000 but can be spread out over the next few fiscal years.

- i. *CM Chapman motioned to vote and approve to move forward with sidewalk plans. CM Sharif seconded the motion. Voice vote of Council- all yeas.*

2. **ACTION ITEM:** Discussion and review with potential vote of Council to approve the movement of cash funds into the Road Program.

- a. TM Goodyear shares on behalf of FO Helms that she does not support the request for retroactively collecting roads program money.
 - i. CM Bangura states that the funds should have been there all along.
 - ii. TS Hatfield asks where the money is now.
 - a) TM Goodyear shared it is in the general funds.

1. TS Hatfield states legally it needs to be rationally used for what was needed.

b. CM Chapman made a motion to vote and approve \$296,250 be moved from the cash operating account to an established roadway fund with all future road and sidewalk impact fees by current and any future be allocated to this account. CM Sharif seconded the motion. Voice vote of Council- all yeas.

- i. CM Sharif commended CM Chapman for his investigative work on this matter and his dedication.*

D. Public Safety Committee: Chair: Councilman D. Wiggins, Co-Chair: Councilman J. Bangura

1. **ACTION ITEM:** Discussion and Review with potential vote of Council to approval of Change Order Requests and spending threshold for Police Building Items.

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

1. CM Wiggins shared that there are additional expenses for the new PD building that need to be discussed. There are additional electrical fees and fire marshal requirements for the building that were unexpected. The PD is requesting an additional \$80,000 for this project.

- a. TM Goodyear clarifies that this is the first cost that the Town has had to provide for the whole project. Everything else has been funded by grants.
- b. CM Wiggins made a motion to formally recognize Advantech as a subcontractor and approve the requested change orders. CM Bangura seconded the motion. Voice vote of Council- all yeas.*
- c. CM Wiggins made a motion to approve the additional \$80,000 of funding for the PD building construction. CM Bangura seconded the motion. Voice vote of Council- all yeas.*

2. **ACTION ITEM:** Discussion and review with potential vote of Council on the winners of the 2025 Holiday Lights Contest.

- a. TM Goodyear shared the acknowledged homes that were in the running for the 2025 Holiday Lights Contest. First place- 611 Commerce St, Second Place-222 Edgar Rd, and Third Place- 1110 W Founds St.

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

1. **ACTION ITEM:** Second Reading of "Ordinance 2025-009" as it relates to Chapter 18 updates for the Townsend Municipal Code with potential vote for approval.

a. TM Goodyear read the title of Ordinance 2025-009.

i. *CM Sharif motioned to approve Ordinance 2025-009, CM Bangura seconded the motion.*

a. *Voice Vote of Council- Roll Call: Mayor Lobdell-yea, CM Wiggins- yea, CM Bangura- yea, CM Chapman-yea, CM Sharif-yea.*

2. **ACTION ITEM:** First Reading of “Ordinance 2026-001” as it relates to Chapter 18.28 updates for the Townsend Municipal code.

a. TM Goodyear read Ordinance 2026-001.

3. **ACTION ITEM:** First Reading of “Ordinance 2026-002” as it relates to Chapter 16 updates for the Townsend Municipal Code.

a. TM Goodyear read Ordinance 2026-002

VIII. Discussion of future agenda items.

A. None.

IX. Recess Council Meeting to Convene Executive Session.

A. *CM Bangura made a motion to recess the Council meeting. CM Chapman seconded the motion. Voice vote of Council- all yeas.*

1. *Recessed at approximately 10:10pm.*

X. Convene Executive Session: Pursuant to 29 Del. C. §§10004(b)(4)(9), the Town Council will consider a motion to meet in an executive session for the discussion of potential litigation which will include legal advice or opinions from an attorney-at-law and personnel matters.

XI. Close Executive Session & Re-convene Council Meeting.

A. *Executive Session Closed Approximately 11:05pm.*

B. **ACTION ITEM:** Possible vote of Council.

1. *CM Chapman made a motion to approve the salary of interim Chief to match the salary of exiting Chief. CM Bangura seconded the motion.*

b. *Voice Vote of Council- Roll Call: Mayor Lobdell-yea, CM Wiggins- yea, CM Bangura- yea, CM Chapman-yea, CM Sharif-yea.*

XII. Adjournment.

A. *CM Chapman made a motion to adjourn the meeting. CM Bangura seconded the motion. Voice vote of Council- all yeas.*

1. *Adjourned approximately 11:07pm.*

****Action Item VI.C.2 will potentially voted on after Executive Session has occurred.**