



Townsend Town Council Meeting Agenda
July 1st, 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 7:07pm.
- II. Opening Ceremonies
 - A. Roll Call: Mayor Lobdell, CM Sharif, CM Bangura, CM Chapman (Via Zoom), TM Goodyear, TS Hatfield, PWS Boyer, & Chief McCloskey.
 - 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: M. Miller (Via Zoom), C. Betts, & M. Butkus.
 - E. Announcements: None.
- III. General Citizen Comments:
 - A. None.
- IV. Review/Adoption of Agenda:
 - A. *CM Bangura made a motion to adopt the agenda as written. CM Sharif seconded the motion.*
Voice vote of Council: All yeas.
- V. Approval/ Rejection of Minutes:
 - A. **ACTION ITEM:** Approval/Rejection of Town Council Minutes from June 3rd, 2026, Town Council Meeting.
 1. *CM Bangura made a motion to approve the June 3rd, 2026, Council Meeting Minutes. CM Sharif seconded the motion. Voice vote of Council: All yeas.*
- I. Departmental Reports:
 - A. Mayor S. Lobdell
 1. Nothing to share.
 - B. New Castle County Councilman Dave Carter
 1. Absent.
 - C. Town of Townsend Police Chief's Report
 1. Chief McCloskey provided his report for the month of May to Council. Per last Council meeting he requested to hand in the previous month's report each meeting so he can have accurate numbers to provide.
 2. **ACTION ITEM:** Lt. Butkus swearing in.
 - i. *Mayor Lobdell swore in Lt. Butkus.*

D. Town Solicitor Lisa Hatfield

1. TS Hatfield shared that her meeting with PLUS for resubmission of Comp Plans went well. She also shared that another meeting was confirmed for July 29th. She also confirmed that the sewer agreement is moving forward.

E. Town Engineer Brian Miller

1. No questions asked.

F. Town Manager Julie Goodyear

1. TM Goodyear presented a brief overview of her report, noting a slight decrease in the number of licensed contractors this month. She also announced that the Town's new reporting system went live today. She provided an overview of the system, explaining its functionality and the benefits it will offer to both Town staff and residents through improved reporting, tracking, and accessibility.
2. **ACTION ITEM:** Review and discussion on Cooperation Agreement Renewal.
 - i. *CM Bangura made a motion to approve and renew the Cooperation Agreement. CM Sharif seconded the motion. Voice vote of Council: All yeas.*
3. **ACTION ITEM:** Discussion and review of Townsend Cove Deldot Entrance rejection.
 - i. TM Goodyear provided a brief background on the Townsend Cove Deldot Entrance rejection and explained that until the entrance gets approved the project will be put on hold.
 1. Mayor Lobdell wanted to note that this entrance rejection has no affiliation with the Town of Townsend.
4. **ACTION ITEM:** Discussion and review of TAP Project.
 - i. TM Goodyear provided a brief history of the TAP Project. She stated that the project started prior to her tenure with the Town to increase walkability within Town. The agreement stipulated that the Town would be responsible for 20% of the cost which came out to \$60k back in 2023. The revised proposal is now at \$115k required from the Town. She shared that the timetable of the project has the Town on the back end of 2027, therefore not affecting this year's fiscal budget. TM Goodyear questions the cost doubling within the past 3 years and would like to investigate the legality of this.
 1. TS Hatfield is going to review the legalities of the program and cost changes being affected by the program's timeline.

G. Public Works Supervisor Rick Boyer

1. Mayor Lobdell asked what monthly safety zero is on the PW report.
 - i. PWS Boyer shared that this is a monthly class that teaches all aspects of safety anywhere from animals to active shooters.

II. Committee Reports:

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

1. **ACTION ITEM:** Review and possible discussion on May 2026 Budget vs. Actual Reports.
 - a. TM Goodyear shared that FO Helms will now be providing notes in her report should she not be able to attend the Council Meeting.
2. **ACTION ITEM:** Presentation with possible vote on FY2027 Budget.
 - a. Mayor Lobdell provided a summary of the outcome of the Special Council Meeting held in June to review the FY2027 Budget Presentation.
 - i. *CM Bangura made a motion to adopt the FY2027 Budget as written. Cm Sharif seconded the motion.*
 - a) *Role Call: Mayor Lobdell- yea, CM Sharif- yea, CM Bangura- yea, CM Chapman- yea, CM Wiggins- Absent.*

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

1. CM Sharif shared that the committee had a meeting in June for which they are making edits to the employee handbook.
2. TM Goodyear shared that unfortunately the Town has released one of their Public Works employees. She also shared that Town Hall will be employing a part-time administrative assistant.

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

1. CM Sharif shared some upcoming projects that the PWLUD committee is working on, such as park lighting and sidewalk repairs.

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

1. TM Goodyear shared that the PS committee was able to meet with the PD building contractor to obtain answers to questions they had.
 - a. Chief McCloskey added that he sent an email to the Contractor for a written timeline on the PD building.

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

1. TM Goodyear shared information on some upcoming events for the Town. A movie night has been scheduled for the first Friday in October. The Town will be partnering with Townsend Elementary for this event and the Town will also be offering pumpkin painting at this event. TM Goodyear also shared the outcome of the Town Fair and said that a potential additional blessings box might be in the works to better serve the community.

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

1. Mayor Lobdell shared that the Code Review Committee is actively working on a few code adjustments that will benefit the Town.

III. Discussion of future agenda items.

A. None.

IV. Adjournment.

A. *CM Bangura made a motion to adjourn the meeting. Cm Sharif seconded the motion. Voice vote of Council: All yeas.*

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1. *Meeting adjourned approximately 8:16 pm.*
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Edited 6/24/2026- KG