Townsend Town Council Meeting Agenda
August 5th, 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 7:01pm.

II. Opening Ceremonies

A. Roll Call: Mayor Lobdell, CM Bangura, CM Chapman, CM Wiggins, CM Sharif (Via Zoom), TM Goodyear, TS Hatfield, TE Miller, 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: D. Haines, Mr. & Mrs. Hollis.

E. Announcements: None.

III. General Citizen Comments: None.

IV. Review/Adoption of Agenda:

A. *CM Chapman made a motion to adopt the agenda as written. CM Bangura 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 24th, 2026, Special Town Council Meeting.

1. *CM Chapman made a motion to approve the Town Council Meeting Minutes from June 24th, 2026, Special Town Council Meeting. CM Wiggins seconded the motion. Voice vote of Council: All yeas.*

B. **ACTION ITEM:** Approval/Rejection of Town Council Minutes from July 1st, 2026, Town Council Meeting.

1. *CM Chapman made a motion to approve the Town Council Meeting Minutes from July 1st, 2026, Meeting. CM Wiggins seconded the motion. Voice vote of Council: All yeas.*

I. Departmental Reports:

A. Mayor S. Lobdell

1. ACTION ITEM: Swearing in of new PC Member J. Hollis.

   i. *TM Goodyear swore in new PC Member J. Hollis.*

B. New Castle County Councilman Dave Carter

1. NCC CM Carter provided an update on happenings in the County. Key topics include property assessments, affordable housing, and upcoming projects.

C. Town of Townsend Police Chief's Report
   1. **ACTION ITEM:** Discussion and review of CRF Funding Award.
      i. Chief McCloskey shared that the Town & PD were awarded CRF Funding.
   2. **ACTION ITEM:** Discussion and Review of updates on Police Vehicle Purchases.
      i. Chief McCloskey shared that they have picked up one of their new PD trucks and dropped off to the upfitters for PD equipment.

D. Town Solicitor Lisa Hatfield
   1. TS Hatfield shared that she had a meeting with PLUS this past month and there are still edits that need to be made. She also shared that she has investigated the TAP sidewalk project contract and her findings are that it will be considerably more expensive since it has been 3 years since the initial proposal. She also expressed that the plans in the contract are set prices.
      i. TM Goodyear shared that this project would not be completed until next fiscal year's budget and that the Town has grant money to use on this project which does have to be used within a certain time or it will no longer be available to the Town.

E. Town Engineer Brian Miller
   1. TE Miller provided an overview of his monthly report.
   2. **ACTION ITEM**: Discussion and Review of Bond Recommendation for Major Subdivision "Townsend Crossing" with potential vote of Council for approval.
      i. TE Miller provided his professional recommendation of the bond recommendation for Major Subdivision "Townsend Crossing".
         1. The Council discussed different options for bond establishment based on the Town Engineer's estimate recommendation.
   3. **ACTION ITEM**: Discussion and Review of Bond Reduction Request from Developer for "Townsend Crossing" with potential vote of Council for approval.
         1. The Council discussed options for a bond reduction for the Developer of "Townsend Crossing".
         2. *CM Wiggins made a motion to reduce the recommendation performance bond to 50% and that the bond be paid up front before construction begins. CM Bangura seconded the motion. Voice vote of Council: All yeas.*

F. Town Manager Julie Goodyear

1. TM Goodyear provided a brief run down of her monthly report including an influx of property information requests due to tax season coming up as well as a few complaints that have been handled.
2. **ACTION ITEM**: Discuss and review of CRF funding Awards.
    i. TM Goodyear shared that $270k has been awarded to the Town for a community center.
3. **ACTION ITEM:** Discussion and review of MSA Funding Award.
    i. TM Goodyear shared that the Town was awarded around $57k from MSA which will go to the roads/sidewalk repair budget.
4. **ACTION ITEM:** Discussion and review with potential vote of Council to consider Planning Commission's recommendation for Annexation of Parcel #'s 1401600043, 1401600045 & 1401600046"
    i. TM Goodyear shared the PC's recommendations for annexation of the parcels listed above. She encouraged the Council to consider if this will be beneficial to the Town.
        1. Mayor Lobdell shared that the proposed annexations do not have set zoning decided yet and would like to know what the zoning is going to be before consideration. He also shared that PLUS is still working with the Planning Commission to approve their future land use map and comp plan.
            a. CM Chapman shared that he would like to table the topic and have PC review the annexations with insight from Council.
                i. TS Hatfield confirmed that this can be put on the next PC agenda and then added to the next Council Meeting agenda to reconvene.
5. **ACTION ITEM:** Discussion and possible vote of Council to approve Resolution 2026-008, a resolution for the Inter-abled Playground Project.
    i. *CM Wiggins read Resolution 2026-008 for an Inter-abled Playground Project*.
    ii. TM Goodyear provided a brief background on why an inter-abled Playground could positively impact the Town and her personal relation to the project. She

shared that a large portion of this would be grant funded if it was awarded to the Town.

1. *CM Wiggins made a motion to approve Resolution 2026-008. CM Bangura seconded the motion.*
    a. *Roll Call: Mayor Lobdell- yea, CM Chapman- yea, CM Bangura- yea, CM Wiggins- yea, CM Sharif-yea. Voice vote of Council: All yeas.*

G. Public Works Supervisor Rick Boyer

1. CM Sharif gave kudos to PWS Boyer for finding a trailer deal and repairing the bobcat which saved the Town a lot of money.
    i. CM Chapman also shared kudos that the smaller park looks a lot more welcoming since PW started working on it.
2. PWS Boyer provided a brief overview of his monthly report.

II. Committee Reports:

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

1. **ACTION ITEM**: Review and possible discussion on June 2026 Budget vs. Actual Reports.
2. **ACTION ITEM**: Discussion and review with potential vote of Council for Resolution 2026-006 "A Resolution for new Tax Rates"
    a. *Mayor Lobdell read the title of Resolution 2026-006 and recapped the new tax rates.*
    b. *CM Bangura made a motion to approve Resolution 2026-006. CM Chapman seconded the motion.*
        i. *Roll Call: Mayor Lobdell- yea, CM Chapman- yea, CM Bangura- yea, CM Wiggins- yea, CM Sharif-yea. Voice vote of Council: All yeas.*
3. **ACTION ITEM**: Discussion and review with potential vote of Council for Resolution 2026-007 "Adopting FY27 Budget"
    a. *Mayor Lobdell read the title of Resolution 2026-007.*
    b. *CM Wiggins made a motion to approve Resolution 2026-007. CM Bangura seconded the motion.*
        i. *Roll Call: Mayor Lobdell- yea, CM Chapman- yea, CM Bangura- yea, CM Wiggins- yea, CM Sharif-yea. Voice vote of Council: All yeas.*

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

1. **ACTION ITEM**: Discussion and review of staffing updates.
    a. TM Goodyear shared that the Town has hired a PT Administrative Assistant named Sarah and encouraged Council to give her a warm welcome. She also shared that with the hiring of the PT Admin Assistant; she was able to promote current Administrative Assistant Julie A. to the Administrative Assistant AND Events Coordinator. She is excited to begin event planning for the Town. Finally, she shared that the PW dept has hired their PT member, Colin, to a full-time position.

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 on Park Electric Proposals.
    a. CM Chapman briefly explained the plans to add additional lighting to the park and that the Town has received two quotes for the work and compared the quotes.
    b. *CM Chapman made a motion to vote and approve the park electric proposal from Generation Electric with funds from EECBG Grant with a total of $17,220. CM Sharif seconded the motion. Voice vote of Council: All yeas.*
2. **ACTION ITEM:** Discussion and review with potential vote of Council to open an RFP for Road Repairs/Replacement for Taylor Street.
    a. *CM Chapman made a motion to go to RFP for Road Repairs/Replacement for Taylor Street. CM Bangura seconded the motion. Voice vote of Council: All yeas.*

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

1. **ACTION ITEM:** Discussion and review of Police Building Updates.
    a. TM Goodyear shared updates on the PD building. She shared that they are still awaiting approval from Artesian and the Fire marshal for the sprinklers. She encouraged the Committee to set up another meeting to further discuss developments with the contractor.

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

1. CM Wiggins shared the beginning process of getting the Town a community center that recently got grant funding awarded to the Town. He also shared that the Town will be

expanding their community pantry with a refrigerator and will use the porch to secure the fridge. He also shared the annual events that will be upcoming.

2. **ACTION ITEM:** Discussion and Review of "Hometown Heroes" project and future funding plans.
   a. TM Goodyear shared that additional "Hometown Heroes" banners have been ordered and will be hung accordingly once they are received.

F. **Code Review Committee:** Chair: Mayor S. Lobdell, Co-Chair: Councilman M. Chapman
   1. Nothing to share.

III. Discussion of future agenda items.

A. None.

IV. Recess Council Meeting to Convene Executive Session.

A. CM Chapman made a motion to recess the Council meeting to convene an Executive Session. CM Wiggins seconded the motion. Voice vote of Council: All yeas.

1. Recessed at approximately 9:17pm.

I. **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 of personnel matters.

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

A. CM Chapman made a motion to close the executive session and re-convene the public Council meeting. CM Wiggins seconded the motion. Voice vote of Council: All yeas.

VI. Adjournment.

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

1. *Adjourned at approximately 10:22pm*.