

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS  
BUDGET SESSION MEETING  
OCTOBER 13, 2020

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The October 2020 Budget Session Meeting of the Tobyhanna Township Board of Supervisors was held on October 13, 2020, via GoToMeeting due to COVID-19 restrictions.

Present are Supervisors John Kerrick, David Carbone and John Holahan, III. Brendon Carroll arrives at 8:40AM. Manager Robert Bartal, Assistant Manager Autumn Canfield, and Fiscal Specialist Greg Romulus are also present. Lloyd Vought is absent.

1. John Kerrick calls the meeting to order at 8:36AM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Public Comments on Agenda Items: None.
4. Old Business: None.
5. New Business: 2021 Township Budget Discussion
  - a. Long Nyquist Virtual Presentation: Mike Barley reviews recent grants worked on by Long Nyquist in coordination with Penn Strategies. He also states they have worked with the township on pandemic guidance throughout the year. John Kerrick asks if the DCED Multimodal is a match. Jason Fitzgerald states there are two multimodal that are matches and the township should be able to cover those. Autumn Canfield asks if there are waivers for the matches. Mike Barley states he will follow up on that answer. Mike Long reviews the process in lobbying on behalf of the township for grant money.
  - b. Penn Strategies Presentation: Jason Fitzgerald reviews the steps taken by Penn Strategies in seeking out and preparing grants for the township. He stresses that movement needs to be made on the projects in which these grants were secured for. Township funds will eventually need to be committed for these projects as most improvements are not completely funded by grants. He states he continues to seek out grants for the township. John Kerrick asks how a project gets started even if you haven't secured all the funding. Jason Fitzgerald states a discussion will be needed to plan for funding in phases. Robert Bartal states there will be a meeting following the budget session to discuss financial phasing options. Jason Fitzgerald states it's not uncommon to start a project without having all the funding.
  - c. Funds Presentation: Greg Romulus starts by reviewing budgets for the fire companies. He continues stating he has received some documentation from the fire companies but is waiting for additional information. Robert Bartal states minimal adjustments have been made since the previous budget meeting. He recommends moving \$50,000.00 that was slated for Capitol Reserves to Public Improvement Fund for future bills from the Pocono Summit West Project. Autumn Canfield makes a presentation on the Public Improvement Fund balance and upcoming commitments for projects. Brendon Carroll cautions about not funding Capitol Reserves and making a habit of that. The Board has consensus to move the \$50,000.00 to the Public Improvement Fund.

Robert Bartal reviews the Bike and Hike Trail Project. He states the project comes with lifetime cost of the trail and the township needs to consider setting aside money for maintenance of the trails. He reviews the process for the funding moving forward and states that he does not see a

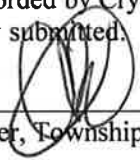
need for the 940 portion. John Kerrick asks about the phasing for the trail. Autumn Canfield states Transportation Alternative Set Aside (TASA) wants to bid both portions together.

Robert Bartal reviews the Non-Uniform Pension Fund and was informed by the auditor that this was not necessary to present in the public budget. He recommends removing it from the published budget. The Board has consensus to keep the fund in the public budget for transparency. Robert Bartal asks the Board to rank potential capital improvement projects for 2021. The Board will email their thought on those projects to the Manager for discussion at the next session.

6. Board of Supervisors Report: David Carbone states he is reaching out to the County Call Center to get the number of calls for the township. He continues stating the amount the township spends for police coverage may increase with Mount Pocono pulling out of the agreement. He states call volume for police has increased and we should be prepared. Brendon Carroll and John Holahan agrees.
7. Public Comment: None.
8. Meeting adjourned at 9:41AM.

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Minutes recorded by Crystal Butler  
Respectfully submitted.



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Crystal Butler, Township Secretary