

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
BUDGET SESSION
OCTOBER 14, 2021

The October 2021 Budget Session of the Tobyhanna Township Board of Supervisors (“Board”) was held on October 14, 2021, at the Tobyhanna Township Government Center located at 105 Government Center Way, Pocono Pines, PA 18350.

John Kerrick, Brendon Carroll and Rachel Schickling are present. Also present is Robert Bartal, Manger, and Greg Romulus, Fiscal Specialist. John Holahan, III, and David Carbone are absent.

1. John Kerrick calls the meeting to order at 5:33PM, a quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: None.
4. Budget Session Business: Robert Bartal states he will be reviewing the different funds and changes made form the previous meeting. He continues stating the Public Improvement Fund will not be discussed as it has not been completed yet and will be provided at the next meeting.
 - a. General Fund Edits: Greg Romulus states there has been a change to the insurance rates for next year and reflects in the updated budget. He continues stating the Township has collected 99% of the tax revenue. He reviews the collection rates with the Board. Robert Bartal reviews the Legacy Donations and asks the Board if they had any changes for the donations. John Kerrick asks about the Monroe County Historical Society Donation and states he would like to keep donations local. Robert Bartal will look into that donation.

Robert Bartal reviews the PMRPD portion of the budget stating Mount Pocono Borough may want to take on more hours than originally stated, and it may be a 20 – 20 spilt for hours. He will reach out to Chief Wagner to determine what hours will be available. Robert Bartal reviews the contribution for PMREMS and introduces Denise Doremus for her presentation.

- i. PMREMS Presentation: Denise Doremus gives a presentation for increased need of support for PMREMS. She reviews collection processes for the emergency service to include grants. She states one of the major problems is retaining employees. They are requesting \$50,000.00 in additional contribution. Robert Bartal states the Township looked in to utilizing ARP funds but PMREMS has already received those funds and would be ineligible. John Kerrick asks how PMREMS employee’s pay and benefits compare to the rest of the county. Denise Doremus states they are \$4 an hour less then Saint Luke’s for paramedics and reviews the differences in insurance benefits. Robert Bartal asks the Board to consider this information for the next budget meeting.

- b. Library Fund Review: Tabled for further review with Solicitor regarding the increased millage rate.
- c. Fire Fund Review: Robert Bartal reviews the Fire Fund and states an MOU is still being worked on with the Fire Companies and the Fire Commission. He continues stating a more accurate accounting of expenditures between the EMS and the Fire Company has been addressed in the general fund for the Emergency Services Building. Greg Romulus reviews the revenues and expenditures for the fund.
- d. Sewer Fund Review: Robert Bartal states this fund is inactive. Greg Romulus quickly reviews the revenue and expenditures for the fund. Robert Bartal states he plans to look into closing this account in 2022.
- e. Sewer District 1 Review: Robert Bartal reviews the fund and explains this is essentially a pass through fund for Kalahari.
- f. Non-Uniformed Pension Fund Review: Robert Bartal reviews the fund and discusses planned amendments for next year. He continues stating a proposed ordinance is being drafted for those amendments at the advice of Conrad Siegel. Greg Romulus reviews the fund gains and expenditures for the management company for the pension.
- g. Capital Reserve Fund Review: Robert Bartal states they are planning to replace one of the Township vehicles this coming year. Brendon Carroll recommends using MuniBids for selling off the old vehicles. Robert Bartal states he will look into MuniBids. He continues reviewing some of the projects to include a foot bridge replacement for Austin T. Blakeslee Park. He asks if the Board has any other improvements or projects they want to consider and let him know by next week.
- h. Highway Aid Fund Review: Robert Bartal reviews the expenditures for the fund and has identified roads for next year's paving project. He explains the process for the rotation of road paving and markings and expects to increase the budgeting by \$100,000.00 for paving as cost of materials increase.
- i. ARP Fund Review: Robert Bartal states this is a new fund for the ARP money. He states the money needs to be spent by December 31, 2024 and the staff is currently working with Zelenkofske Axelrod to ensure the expenditures meet requirements. He continues stating one project these funds are being used for is the Township Building's HVAC system as it is in need of major updating with energy efficiency and air quality. He states a public restroom in the foyer for the Township Building is also being consider to prevent public access to the rest of the building. He reviews purchases with these funds for audio visual equipment for meetings and laptops for at home work in case of a shutdown.

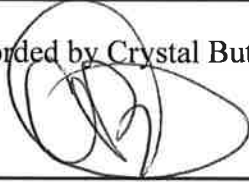
5. Board of Supervisors Report/Comment: None.

6. Public Comment:

- a. Ed Tutrone asks about the Fire Fund Spilt between the two fire companies and requests an additional \$18,200 to cover deficit from change in spilt. John Kerrick states that change has not been made yet but will consider the request if the change happens. Rachel Schickling asks if the fire companies received ARP funds. Ed Tutrone states they did not receive those funds.

Adjournment: The meeting adjourns at 6:21PM

Minutes recorded by Crystal Butler



Crystal Butler
Township Secretary