

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
BUDGET MEETING
OCTOBER 25, 2022

The October Budget Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on October 25, 2022, at the Tobyhanna Township Government Center located at 105 Government Center Way, Pocono Pines, PA 18350.

John Kerrick, Brendon Carroll, Rachel Schickling, and Joseph Colyer are present. Also present is Robert Bartal, Manager, and Autumn Canfield, Assistant Manager. David Carbone is absent.

1. John Kerrick calls the meeting to order at 6:00PM, a quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: None.
4. *Added Agenda Item* Authorization to withdrawal WQM Part 2 application for the Kalahari EQ Tank to DEP: Robert Bartal reviews the request to withdraw the application. Brendon Carroll motions to add the agenda item, Joseph Colyer seconds. Vote: Brendon Carroll, Rachel Schickling, and Joseph Colyer in favor, John Kerrick abstains; motion carries. Brendon Carroll motions to authorize Borton Lawson to withdraw the WQM application to DEP, Joseph Colyer seconds. Vote: Brendon Carroll, Rachel Schickling, and Joseph Colyer in favor, John Kerrick abstains; motion carries.
5. Budget Session Business:
 - A. 2023 Township Budget Discussion: Robert Bartal reviews the budget process and prior two meetings. He summarizes changes made following the previous two sessions. Rachel Schickling asks about the Main Lodge fee and would like to increase the fees to cover expenses to make repairs. The Board discusses the current fees and possible repairs needed.
 1. Review of General Fund Edits: Robert Bartal starts his General Fund discussion with legacy donations. He states there is still \$250.00 of legacy donations that is still not been allocated. The Board discusses donating that money to a local cause instead of Monroe County Historical Association. Brendon Carroll recommends leaving the donation open in the event a donation comes up during the year. Robert Bartal states an increase in contributions to PMREMS will be made in the amount of \$17,000.00 from ARP Funds to bring a total amount to \$180,250.00 for their service. He continues reviewing minor changes for the Bike and Hike Maintenance line item.
 2. Review of Library Fund: Robert Bartal reviews prior discussion regarding the millage rate for the Library. The Board discusses the millage rate and common level ratio as a part of the assessment process. Brendon Carroll states he wants to avoid raising taxes and the Board agrees. He continues stating there are areas that could be reduced in budget to provide assistance to the Library. The Board discusses possible reductions to legal fees and equipment rentals to contribute extra to the Library. Autumn Canfield reviews the timeline for approving the budget and the Board will meet with the Fiscal Specialist separately to review the funds more closely.

3. Review of Public Improvement Fund: Autumn Canfield provides an update for the projects expended out of the Public Improvement Fund. She continues stating there is some direction she needs from the Board regarding the Small Water and Sewer Grant. She explains that to work towards reimbursement of funds the Township would either need to obtain a cooperative agreement for ownership and maintenance of the well with the school district or move forward with studies and designs for water service in the Pocono Summit area. The Board would like to see a write up of the options before moving forward.

6. Board of Supervisors Report/Comment: None.

7. Public Comment: None.

8. Adjournment: The meeting adjourns at 7:12PM

Minutes recorded by Crystal Butler



Crystal Butler
Township Secretary