

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
BUDGET MEETING
September 26, 2023

The September Budget Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on September 27, 2023, at the Tobyhanna Township Government Center Building located at 105 Government Center Way, Pocono Pines, PA 18350.

Present are Supervisors John Kerrick, David Carbone, Brendon Carroll, Rachel Schickling and Joseph Colyer. Also present are Manager Robert Bartal, and Assistant Manager Crystal Butler. Solicitor Harry Coleman, Esquire, was not present.

1. John Kerrick calls the meeting to order at 6:00PM; a quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: Robert Bartal states that an executive session was held on September 25, 2023, from 5:30PM to 5:50PM for a personnel matter. Mr. Bartal states that the Fall Cleanup is this Saturday, September 30, 2023, from 9:00AM to 12:00PM at Panther Waste.
4. Budget Session Business:
 - A. 2024 Township Budget Discussion:
 1. Budget Process: Robert Bartal reviews the budget process and states that he hopes the Board will be able to provide direction with funding for these agencies. Mr. Bartal states that we have three planned budget sessions. He reviews the two additional budget sessions as well as when the budget needs to be advertised for approval.
 2. General Fund Review: Robert Bartal states that they are going to touch on the current mileage rate within the Township, County and School District along with the comparison with other mileage rates throughout the County which comes from the Monroe County website. Crystal Butler provides a slide presentation. Mr. Bartal states that Greg Romulus has reported to date that they have collected 79% of the anticipated revenue and have spent 71% of our anticipated budget. Mr. Bartal states it is becoming increasingly difficult to meet budgetary requirements with the current economic conditions. Mr. Bartal states that our electric rate will be going up from .0653 to .0899.
 3. Presentations and Board discussions regarding funding:
 - PMRPD – Budget Update: Robert Bartal states that he spoke with Chief Wagner and Chief Wagner stated that the budget is not tentatively done. Mr. Bartal states that currently we are 1035 hours over the allotment for 2023. Mr. Bartal states that this is due to the increase in patrol response hours. Mr. Bartal states that their anticipated preliminary estimate is a 7% to 12% increase over 2023. It is anticipated that budget numbers will be provided to us soon, and we can review them at the next budget session.
 - TTBF: CJ Dickinson and Pete Huff review Tobyhanna Township Bureau of Fire’s 2024 budget needs. Mr. Dickinson states that they would like to add to the budget a soft-mounted personal protective equipment extractor for washing at turn-out gear which will

cost about \$6,500.00. Mr. Dickinson and Mr. Huff would also like to add to their budget the Bucks County in-house training with the Pocono Summit Volunteer Fire Department.

- PSVFC: Michelle Gonzalez reviews Pocono Summit Volunteer Fire Company's 2024 budget needs. Ms. Gonzalez stated that they would like to add to the budget to have Bucks County come in and do in-house training. Mr. Bartal asks if Bucks County can do both companies. Ms. Gonzalez states that both companies can utilize it and it will cost \$10,000.00. Mr. Bartal asks what their biggest need is for 2024. Ms. Gonzalez states that they need to start looking at their fleet as they are going to have to start looking at newer trucks.

- Clymer Library: John Bloise thanks the Board of Supervisors for agreeing to increase the mileage. Mr. Bloise states that they are asking for the tax advance that they will need at the beginning of the year.

- PM REMS: Austin Schrader of PMR EMS reviews some of the services provided and community engagement. Mr. Schrader states that supply and vehicle maintenance have increased. Mr. Schrader states that there are a couple of ideas he would like the Board to look at: (1) an increase in fuel and CapEx allotments; (2) form a long-term strategic planning committee with both fire companies to plan on what emergency services is going to be in 3-5 years; and (3) consider a separate CapEx allotment earmarked for a building project. Mr. Schrader also states there might be an opportunity to look at a dedicated mileage rate for EMS.

- Pocono Mountain United Way: No one is present.

- Short-Term Rental Update: Crystal Butler provides a short-term rental update. Ms. Butler states that they want to discuss for the 2024 budget having the short-term rental enforcement officer be dedicated to the Township on a full-time basis.

4. Discuss Township Roads for next year's tree trimming and paving: Robert Bartal states that the Emergency Services Building parking lot is in desperate need of repaving. James Rafferty is going to get an estimate to repave the parking lot. Mr. Rafferty states that provide a list of roads that need to be paved along with an estimate for the parking lot at the Emergency Services Building at the next budget meeting.

5. Capital Reserve Update: Robert Bartal states that the Capital Reserve is a wish list for the Township. Mr. Bartal states that the first item on the wish list is to replace the HVAC system and they have engaged Martin Rogers Mechanical to assist in determining how best to replace this system. Mr. Bartal states that the second item on the wish list is digitalizing records. Crystal Butler reviews the prices she received which range between \$115,000 to \$155,000. Mr. Bartal states that the final item on the wish list is equipment upgrades for DPW. James Rafferty states that they would like to purchase a 20-foot trailer to hold lawn equipment for use in the parks and to also free up space in the three garages. Mr. Rafferty would also like to purchase a small backhoe with turf tires for use in the parks and also to load cinders into the trucks when taking care of the roads.

5. Board of Supervisors Report/Comment: Rachel Schickling states that she appreciates the staff's time.

6. Public Comment:

Mark Edwards, a Blakeslee resident, asks if there is any tracking for services generated by short-term rentals. David Carbone states that they are being tracked.

7. Adjournment: Meeting adjourned at 7:02PM.

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary