

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
BUDGET MEETING
October 6, 2025

The October Budget Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on October 6, 2025, at the Tobyhanna Township Government Center Building located at 105 Government Center Way, Pocono Pines, PA 18350.

Present are Supervisors John Kerrick, Rachel Schickling, Joseph Colyer, Edward Tutrone and Ted Wolski. 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 9:30AM; a quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: There were no announcements.
4. Budget Session Business:
 - A. 2026 Township Budget Discussion: Robert Bartal welcomes everyone to the second 2026 Budget Session. Mr. Bartal reviews the second budget discussion topics. He states that the Public Improvement Fund will be discussed at the last budget meeting.
 - a. General Fund Review – BOS Input: Robert Bartal states that the Pocono Mountain Regional Police Department budget is not complete. Mr. Bartal states that there is a meeting on October 9th and they anticipate having budget information available.
 - i. Legacy Donation: Robert Bartal states that they are seeking input from the Board regarding the legacy donations. He states that they traditionally allot \$2,200.00 to six causes: American Legion; Tobyhanna Elementary Center Trick or Treat, Pocono Mountain West Little League, Pocono Lions Club and Clymer Library.
 - Five Loaf: Mr. Bartal states that Trudi Denlinger is here to give a presentation on behalf of Five Loaf. Trudi Denlinger states that the Five Loaf building is located on Firehouse Road and was built in 1913. The Wesleyan Church purchased the building in 2013. Ms. Denlinger states that the Wesleyan Church rents space to the Five Loaf House. She states that they operate independently and pay for all utilities and capital improvements. Ms. Denlinger states that their Board has no money.
 - Ms. Denlinger states that on the first Tuesday of the month they offer free lunch that feeds between 50-80 people depending on the month. She states that they have meals on Thanksgiving, Christmas and breakfast on Memorial Day. Ms. Denlinger states that they are looking into grants and fund raising. She states that the building serves a tremendous purpose and function in the community. She states that 41% of the households in Tobyhanna Township are below the poverty level and that the function is to help families that need help.

Ms. Denlinger states that the interior of the building needs repair and is asking the Board to give the Five Loaf House \$10,000.00 for the repairs and supplies for the building. Mr. Bartal states that the legacy donation is not enough for their needs. He states that the Township provides a wreath to the American Legion every year and two years ago we had a wreath made to be used every year and that \$100.00 legacy donation does not get used and asks the Board if they are ok with putting that money towards the Five Loaf. A discussion was held.

b. Fire/EMS Fund Review – BOS Input

i. Millage Rate Discussion: Robert Bartal states that the 091-millage rate is collected for the purpose of fire vehicles, fire equipment and apparatus through non-binding referendum. Mr. Bartal states that it has been suggested by some Board members that they do away with earmarking monies for individual fire companies and to have one pot and when a company needs to make a request that they would come to the Board to make that request. Edward Tutrone states that there is money that sits full in that account, it is just a bookkeeping thing on their end and there is money that has been built up over the years that the companies have not used, and they put them in their budgets. Mr. Tutrone states that one of the things they should look at is do they do it moving forward or do they do it now. A discussion was held. Joseph Colyer makes a motion for one pot for 2025 and 2026. Rachel Schickling seconds. Michelle Gonzalez asks about the money they have already saved; does that go into one pot. A discussion was held. Joseph Colyer rescinds his motion. Robert Bartal states that a decision also needs to be made for the \$141,000.00 that needs to be distributed before the end of 2025. Mr. Bartal asks how they want to distribute that money between the three fire companies or do they want to put that into one pot and leave everyone with the balances that they have. Mr. Tutrone recommends 75/25 for 2025. Joseph Colyer makes a motion to leave the current balances where they are and moving forward it goes into one pot. Rachel Schickling seconds. Tyler Rispoli asks for clarification on the split. Edward Tutrone abstains as he is the President of 41. Vote: all in favor, motion carries.

Robert Bartal states that they have tax money coming in for 2026 and do they want it to go into one pot or distribute it to the three companies. Joseph Colyer makes a motion to leave the current balances where they are and moving forward it goes into one pot. Rachel Schickling seconds. Edward Tutrone abstains as he is the President of 41. Vote: all in favor, motion carries.

ii. Fire Relief Discussion: Robert Bartal states that the Township has received \$100,797.94 from the Auditor General's Officer and they need to decide how they want to split the relief money between the three companies. Mr. Bartal states that they received the monies on September 17th and they have until November 16th to make that distribution. A discussion was held. Ted Wolski makes a motion to be a 50/50 split between 41 and 33. Edward Tutrone seconds. Vote: all in favor, motion carries.

Robert Bartal states that they currently have in the 06 Emergency Services Fund a \$100,000.00 that they allocate for vehicle and equipment maintenance. Mr. Bartal states that this is put into one pot and the assumption was that it be split 50/50 between the two fire companies and now that we have a third fire company. He states that the Township owns a majority of the fire vehicles and equipment, both 41 and 33 own some of their

own vehicles and 44 does not own any of their own vehicles. A discussion was held. Edward Tutrone makes a motion that \$80,000.00 goes to the Township and \$10,000.00 to each fire company. Joseph Colyer seconds. Michelle Gonzalez asks if the \$10,000.00 is for maintenance only. Mr. Tutrone states yes. A discussion was held. Vote: all in favor, motion carries.

c. Sewer Fund Review and Discussion: Robert Bartal states that currently this is an inactive fund and is not required to be balanced. Mr. Bartal states that Crystal Butler provided a presentation last year with the options to close out this fund and it was agreed to leave the fund as it is should something come up. Mr. Bartal states that they do occasionally receive back owed monies.

d. Sewer District 1 Review: Robert Bartal states that this is a pass-through fund for the Township with agreements between Pocono Township and Kalahari Resorts. Mr. Bartal states that they looked at the expenditure and set the revenue to match. Laura Marasco states that the expenses have gone up especially with the chemicals that Kalahari uses. Ms. Marasco states that based on the budget she put together for 2026 there is going to be a short of \$18,000.00. She states that she would like to increase Kalahari's monthly payment from \$102,309.00 to \$103,842.00. Mr. Bartal states that they would send Kalahari a notification letter. A discussion was held.

e. Non-Uniformed Pension Fund Review: Robert Bartal states that this is not required to be balanced. Mr. Bartal states that this fund is solvent and continues to do well and they do not need to make any adjustments.

f. Capital Reserve Fund Review – BOS Input: Robert Bartal states that the capital reserve priorities are the completion of the digitalization project. Crystal Butler states that the actual scanning process should be done by the end of the year or very beginning of the new year. Mr. Bartal states that they plan on upgrading the HVAC system in the Township building to improve operations and that they have encumbered the monies for this project.

g. Highway Aid Fund Review and 2026 Paving Discussion: Robert Bartal states that there are only three expenditures: road, salt and anti-skid. Mr. Bartal states that they have been advised that salt is going up 7 ½ percent. James Rafferty states that no one bid at COG this year. Mr. Rafferty stated that he reached out to Sylvie who advised that they would be competitive. A discussion was held.

5. Action Items:

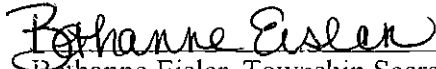
A. Consider Authorization to Advertise 2026 Paving: Robert Bartal states that they had discussed the roads at the July 2025 meeting and we are looking for authorization to advertise. A discussion was held. Joseph Colyer makes a motion to send bid out for slurry and to advertise paving bid. Edward Tutrone seconds. Vote: all in favor, motion carries.

6. Board of Supervisors Report/Comment:

Ted Wolski asks if the meeting on October 20th can be held via zoom. Crystal Butler states that she did get confirmation that we do not have to advertise. A discussion was held.

7. Public Comment: None.
8. Adjournment: Meeting adjourned at 10:51AM.

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary