

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS  
BUDGET MEETING  
October 28, 2025

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The October Budget Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on October 28, 2025, at the Tobyhanna Township Government Center Building located at 105 Government Center Way, Pocono Pines, PA 18350.

Present are Supervisors Joseph Colyer, Rachel Schickling, Edward Tutrone and Ted Wolski. Also present is Manager Robert Bartal and Assistant Manager Crystal Butler. Supervisor John Kerrick and Solicitor Harry Coleman, Esquire, were not present.

1. Joseph Colyer calls the meeting to order at 6:00PM; a quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: There were no announcements.

Robert Bartal asks if they move up the Action Item (a) – Consider Resolution No. 2025-015 Approving 2026 Budget of Pocono Mountain Regional Police Commission as it pertains to discussion within the budget.

Robert Bartal states that they have received the budget from Pocono Mountain Regional Police Commission and they would have to approve the budget or provide the Commission with a written list of points for clarification. Mr. Bartal states that the budget was sent to the Board in October, which shows a 5.76% increase. He states that a large majority of the increase are contractual items. Mr. Bartal states that they have worked this into our budget and recommends to the Board that they approve the Police Commission Budget. Joseph Colyer states that the officers agreed in their contract to only a 3.5% pay increase. Edward Tutrone states that they have a lot of money for forfeiture and asks where that money goes. He states that the money should come back into the budget. A discussion was held.

Edward Tutrone states that he would like to see a study done as there are a lot of people in the Township that have asked why we pay so much to the police, and they feel that this could be done cheaper. Mr. Tutrone states that he would like to see about reaching out to DCED. A discussion was held. Rachel Schickling makes a motion to consider Resolution 2025-015 approving the 2026 Budget of Pocono Mountain Regional Police Department. Edward Tutrone seconds.

Mike Erlsten states that 6 years ago Coolbaugh wanted to pull out and they did a complete study. Mr. Erlsten states that the Township has that information. A discussion was held.

Vote: all in favor, motion carries.

**4. Budget Session Business:**

- A. 2026 Township Budget Discussion: Robert Bartal states that they are going to do a review of the general fund and necessary ancillary funds.

- a. General Fund Review: Robert Bartal states that there was a question about a legacy donation and the inclusion of Five Loaf House. Joseph Colyer states that to find \$10,000.00 in our budget and to have to come with it again next year, we are hurting the people they are trying to help. Mr. Colyer states that he is not against the cause and feels that this needs to be found outside of the municipality. Edward Tutrone states that he doesn't believe that they should not be given \$10,000.00 of taxpayer money to any charity. A discussion was held.

Joseph Colyer states that he would really like to get a zoning specific attorney for Planning Commission and feels it would be helpful for the Planning Commission being that we have the study going on and feels it would be very helpful to have a zoning specific attorney when these issues are going on. A discussion was held.

Robert Bartal states in the general fund they will see a transfer fund balance of \$325,000.00 which is required to balance the budget. Mr. Bartal states that normally at the end of the year they end up putting money back into the general fund to balance the budget.

- b. Fire Fund Review: Robert Bartal states that he wanted to confirm the Boards desire to maintain the 04-fire fund account as one account as opposed to individual designations that was effective on March 13, 2025. He states prior to that they have separate accounts for each fire company. Laura Marasco states that she has provided the accounts that were currently allotted on March 31, 2025, and highlighted a copy of the monies received so far that has not been allocated at all. Ms. Marasco asks if they want to leave the balances per fire department as of the March 31<sup>st</sup> balance and the unallocated monies would begin the new process of one pot. Edward Tutrone states that he doesn't agree it should be in one pot, he believes that percentage is not fair that the fire companies are private corporations providing a service to the Township and if the supervisors state where the monies go, they are providing a service for free. A discussion was held.

Edward Tutrone makes a motion that up to March 31, 2025, 50/50 to be allocated and from March 31, 2025, to end of year; 75% to Tobyhanna Township and 25% to PSVFC and all of 2026 75-25. Ted Wolski seconds. Vote: all in favor, motion carries.

- c. Emergency Services Fund Review: Robert Bartal states that they are asking for approval to reallocate revenue collected from the STR permitting directly into the emergency services fund rather than pulling into the general fund and transferring it from the general fund. A discussion was held. Edward Tutrone makes a motion to add a GL line item to the 06-fund. Joseph Colyer seconds. Vote: Edward Tutrone – yes, Ted Wolski – no; Joseph Colyer – yes; Rachel Schickling – yes and John Kerrick – yes, motion carries.

Robert Bartal states that they are now talking about vehicle maintenance for the fire companies. He states that the Board had expressed an interest in doing \$80,000.00 to Tobyhanna Township and \$10,000.00 each for stations 33 and 41 for the vehicles

they own themselves. The Board agrees to this. Mr. Bartal asks that the two fire companies provide Laura Marasco with a list of vehicles that they own with their VIN number so that there is no confusion as to how she is allocating the money. A discussion was held.

- d. Public Improvement Fund Review: Robert Bartal states that this fund contains all grant money associated with the I-380 ramp relocation project, parks programs and discusses the grant program. Laura Marasco states that the public improvement fund is the I-380 project. She stated that the revenue expenses have already been accounted for in previous years. Ms. Marasco states that for them to receive back any of the grant money they must submit receipts and for the purpose of balancing, she needs to be able to have some revenue to balance the account on paper. A discussion was held.
- e. Capital Reserve Fund Review: Robert Bartal states that in the Capital Reserve Fund they anticipate the upgrades of the HVAC system for the building that were not done in 2025 and that they are going to have to encumber the money they didn't use for the HVAC system minus what they are using to pay the EDA bill, plus pre-grant for the Locust Ridge Park. Mr. Bartal states that Crystal Butler spoke with Penn Strategies, and they believe that everything will be reimbursed in this calendar year. Laura Marasco states that her goal is to reappropriate the money that they have set aside for the HVAC system, cover the EDA bill and cover the park. Ms. Marasco states that what is left over she was to encumber and for 2026 hold from the funds balance that exact difference until the grant money comes in.
- f. Highway Aid Fund Review: Robert Bartal states that unfortunately they are seeing a reduction of approximately \$10,000.00 in our liquid fuel's money for 2026 due to electric vehicles. A discussion was held.

Robert Bartal states in conclusion they hope to obtain approval to advertise the budget on November 17, 2025, and hang the budget at the December 15, 2025, meeting.

**5. Action Items:**

- A. Consider Resolution No. 2025-015 Approving 2026 Budget of Pocono Mountain Regional Police Commission: This was discussed earlier.

**6. Board of Supervisors Report/Comment:** None

**7. Public Comment:** None

**8. Adjournment:** Meeting adjourned at 7:35PM.

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Minutes recorded by Bethanne Eisler

  
Bethanne Eisler, Township Secretary