Barrett Township Supervisors Meeting 7/8/2026

A regular meeting of the Barrett Township Supervisors was held on Wednesday July 8, 2026, at the Administrative Offices on Route 390 in Cresco, PA. The meeting was called to order at 6:30pm by Grant Hilfiger.

Present: Grant Hilfiger, Bill Pipolo, Patti O'Keefe, Sean Anlauf, Janine Sopko and the public.

Grant Hilfiger opened the meeting with the Pledge of Allegiance.

Grant Hilfiger made a motion to amend the agenda to add a personnel item for possible employment separation from employment, William Pipolo seconded the motion. All supervisors voted aye and the motion carried.

Grant Hilfiger cited Section 712.1E of the Sunshine Act, allowing agenda amendments by majority vote due to personal business arising less than 24 hours before the meeting.

Grant Hilfiger made a motion for the Board of Supervisors to recess into executive session for personnel discussion before reconvening. All supervisors voted aye and the motion carried

The Board voted to end the Township's at-will employment relationship with Nicole Irvin, effective July 8, 2026m and thanked her for her service. All supervisors voted aye and the motion carried

Grant Hilfiger made a motion to approve the meeting minutes from June 24th, 2026, William Pipolo seconded the motion. All supervisors voted aye and the motion carried

Grant Hilfiger made a motion to approve the bills from June 24, 2026, and July 1, 2026;
William Pipolo seconded the motion.

June 24, 2026 - Bills
General: $5,060.97;
Open Space: $208.28;
Park: $4,279.00

July 1, 2026 - Bills
General: $71,195.68
Library: $122.87
Fire: $300 .00
Ambulance: $40.89
Park: $100.00
Open Space: $91.32

Reports:

A. Grant Hilfiger made a motion to approve the Payroll; Sean Anlauf seconded the motion. All supervisors voted aye and the motion carried
June 24, 2026
Gross wages $23,907.83
Federal tax liability $1,549.04
State tax liability $733.98
Net wages $19,164.21

B. Grant Hilfiger made a motion to approve the PMRPD June 2026; Sean Anlauf seconded the motion. All supervisors voted aye and the motion carried
Pocono Mountain Regional Police Report June 2026:
114 total calls,
107 complaints,
7 accidents,
8 criminal arrests,
11 traffic arrests,
15 vehicle code warnings,
0 ordinance arrests.
228.63 Patrol time
189.25 Investigation time
35.85 Paperwork
24.78 Court time
Total actual patrol/investigation/court time: 744 hrs. purchased: 578; over by 166.02 hrs.

C. Grant Hilfiger made a motion to approve the Pocono Mountain EMS Barrett Dispatch June 2026; Patti O'Keefe seconded the motion. All supervisors voted aye and the motion carried

Pocono Mountain Regional EMS Barrett Dispatch June 2026:

D. calls current month; 254 year-to-date (down from 298 same period last year).

E. Grant Hilfiger made a motion to approve the Monroe County Control Center Overdose Report June 2026; William Pipolo seconded the motion. All supervisors voted aye and the motion carried
Monroe County Call Center Overdose Report - June 2026:
0 overdoses in June; 3 year-to-date.

F. Grant Hilfiger made a motion to approve the Barret Permits Issued June 2026; Sean Anlauf seconded the motion. All supervisors voted aye and the motion carried

Permit report:
8 total zoning permits; 2 total sewage permits

G. Grant Hilfiger made a motion to approve the Barrett Maintenance Road Report, June 2026 William Pipolo seconded the motion. All supervisors voted aye and the motion carried

Road Report, June 2026:
Milling and grading 600 feet of Pocono Plateau Road,
brush trimming,
park mowing,
basin and ditch line cleaning,
driveway pipe replacement on Beartown Road,
brushing and pipe/swale cleaning on Old Canadensis, and Blitz Road,
shoulder mowing,
Cutting hazard trees on Spruce Cabin and Oak Lane
pothole patching

H. Grant Hilifiger made a motion to approve the Treasurers Report, June 2026; Sean Anlauf seconded the motion. All supervisors voted aye and the motion carried

Treasurers Report June 2026:
General Fund: $570,752.10
State Fund: $201,744.71
Fire Fund: $176,912.15
LST: $25,068.68
Ambulance Fund: $41.89
Library Fund: $123.87
Road Machinery: $16,436.71
Open Space: $56,631.04
Park and Rec Fund: $50,644.43
FK Capital Purchase Loan balance: $503,768.00

OLD BUSINESS:

A. Fireworks Reschedule Date

Grant Hilfiger made a motion to approve the rescheduling date for Camp Canadensis Fireworks to July 17, 2026. William Pipolo seconded the motion. All supervisors voted aye and the motion carried

NEW BUSINESS:

A. Estimate for New Body for Truck #6

Grant Hilfiger made a motion to table the Truck bed for Maintenance; William Pipolo seconded the motion. All supervisors voted aye and the motion carried
The truck badly needs replacement, as it has been patched repeatedly. Grant Hilfiger made a comment about leaving only ~$6,000 in the Road Machinery Fund after the $10,600.00 is paid. Grant Hilfiger made a motion to table this until the supervisors could consult with Claudia (Bookkeeper) and other departments about reallocating funds.

B. Ratification of Legal Engagement – Fitzpatrick, Wentz, and Bubba (FL&B Law)

Grant Hilfiger made a motion to ratify engagement with Fitzpatrick, Wentz, and Bubba (FL&B Law) for a personnel matter; Sean Anlauf seconded the motion. All supervisors voted aye and the motion carried

C. Resolution Designating Public Depository (Library and Ambulance Accounts)

Grant Hilfiger made a motion to approve the resolution designating Public Depository; William Pipolo seconded the motion. All supervisors voted aye and the motion carried

Grant Hilifiger presented a resolution to designate a public depository and authorize withdrawals for library and ambulance accounts. Grant Hilfiger noted that Sean Anlauf's name was not printed on the resolution, but the bank instructed the Board to sign it and they would add the printed name afterward. Only one copy needed to be signed; the bank would type in the details and return a copy to the Township.

D. Paving Projects – Oak Lane and Spruce Cabin Road

Grant Hilfiger made a motion to table the Paving Project and hold a special meeting on July 29, 2026. William Pipolo seconded the motion. **All supervisors voted aye and the motion carried**

Grant Hilfiger discussed the single bid received for paving Oak Lane and Spruce Cabin Road. Only one bid was submitted; Grant Hilfiger expressed that accepting a single bid is not conducive to a competitive bid process. Two bid packages were advertised: one for the first half mile, and one for a full mile in from Route 390 (between Lewis's and CVS). Grant Hilfiger mentioned the section from CVS/Lewis's parking lot to Preacher Hill is in poor condition; drainage work has already been completed in that area. A special meeting was proposed for July 29th, 2026 (Wednesday) at 6:30 PM at the Township Building to open and publicly read bids and possibly award the contract.

E. Park and Recreation Booking Software

Grant Hilfiger made a motion to approve the purchasing of the park and recreation software; Sean Anlauf seconded the motion. All supervisors voted aye and the motion carried.
Grant Hilfiger presented three quotes for park and recreation booking software to automate hourly rentals, pavilion reservations, and outdoor space bookings.
Three vendors evaluated:
Rec Desk: $2,995 first year; $600 annually thereafter; 2.99% + $0.25 per transaction payment processing fee.
Civic Rec (Civic Plus): $3,620 annually with 5% uplift in Year 2; $8,168 build cost.

Community Pass: $5,800 annually; credit card fees passed to residents (3% or 1% ACH); Township absorbs American Express fees (3.8% per transaction or $0.30 The Board conducted Zoom calls with all three vendors and tested their platforms on other townships' websites
Rec Desk was determined to be the most user-friendly and cost-effective option. The software will integrate with the new Township website, expected to launch in 2–3 weeks. Residents will still be able to call the office to book; the online system is an additional option. Patti O'Keefe asked about implementation timeline; Barrett confirmed it would go live alongside the new website.

F. Township Engineer

Grant Hilfiger made a motion to approve the hiring of a new engineering company; William Pipolo seconded the motion. All supervisors voted aye and the motion carried
The Board of Supervisors presented engineering proposals following the resignation of Deanna from D&D Engineering.
D&D Engineering resigned after many years of service in the Township. Two firms were interviewed: Hanover Engineering and Keystone Engineering. Both firms were similar in pricing; Keystone was preferred following the interview process.

G. Hive to Harvest Volunteer Announcement

Krista Polucci (owner/operator, Hive to Harvest 501(c) organization): Appeared via Zoom to announce volunteer opportunities. Hive to Harvest operates out of the BARC building and serves as a community food pantry. New chrome wire shelving was purchased for the pantry and needs to be assembled using rubber mallets; significant volunteer manpower is needed. Volunteer opportunities open to all ages, including children (box breakdown, mopping, vacuuming). Documentation of volunteer hours available for scouts, legal requirements, etc.

Scheduled volunteer dates:
Friday, July 10th: 12:30–3:00 PM
Saturday, July 18th: 11:00 AM–1:00 PM
Friday, July 24th: 12:30–3:00 PM

Senior Hour: Fridays 12:00–1:00 PM (serving elderly residents and Agency of Aging neighbors). Krista mentioned plans for an intergenerational activity with the Agency of Aging (details forthcoming). Contact: Facebook page or phone 570-369-2455.

Correspondence

A. Water obstruction and encroachment inspection follow-up inspection at 447 (obstruction in broadhead): Area restored satisfactorily as of June 10th; matter resolved.

B. Spruce Lake Retreat wastewater Facility Permit - NPDES permit renewal

Miscellaneous/Non-Agenda Business:

Certificates of Insurance received from:

A. Reed Industries Resources, Inc

B. Rose Sprinkler System

C. D & L Pools, LLC

D. RYLLY Enterprise, LLC

Upcoming events in Barrett Township (July–August):

A. July 11: Pet Rescue Vaccination Event, BARC Room 18, 9 AM–3 PM
B. July 12: Patriot Recognition Day, Historical Society, Park, 1–4 PM
C. July 13: BEDCO Community Cleanup Day (two spots available; September date also available)
D. July 17: Cabaret Night at Park, 7:30 PM; Pocono Mountain Music Fest
E. July 18: The Very Hungry Caterpillar, Park, 11 AM; Pocono Mountain Music Fest
F. July 19: PE and Symphony, Skytop Lodge, 4 PM; Pocono Mountain Music Fest
G. July 24: The Room Where It Happens, BARC, 6 PM; Pocono Mountain Music Fest
H. July 25–26: Five Villages Live, BARC, 4–10 PM (both days)
I. August 7: Mad Dogs and Englishmen, Park, 7:30 PM; Pocono Mountain Music Fest
J. August 8: High Acres Park Committee Annual Summer Frolic, 12–4 PM
K. August 8–9: Friendly Community Center Estate and Treasure Sale (Aug 8: 10 AM–4 PM; Aug 9: 9 AM–2 PM)

Public Comment:

A representative from the American Legion 922 noted the American flag is still on order and that the Vietnam Veterans Mobile Wall Memorial is at Stroudsburg High School July 9–13.

Matt Long provided update on the commercial property improvement grant program; clarified there is no contract — only guidelines and an application available at BetterBarrett.org; two new businesses recently expressed interest. Pocono Mountain Music Fest tickets available www.fivevillageslive.com, Barrett residents can receive 50% off through Matt; volunteers receive a free ticket for one day in exchange for one day of volunteering.

Mylee Staples asked about coverage for short-term rental (STR) inquiries following Nichole Irvin's departure. Grant Hilfiger stated the Board will provide updates as the situation develops

Mylee Staples asked how to contact someone for STR questions; Grant Hilfiger confirmed residents can call or email the Barrett Township office and inquiries will be handled accordingly. Interim STR coverage to be handled through the Barrett Township office.

Adjournment

Grant Hilfiger made a motion to adjourn the meeting at 7:11 P.M. The motion was seconded by William Pipolo. All supervisors voted aye and the motion carried