

**Barrett Township Supervisors**  
**Minutes of Regular Meeting on February 18, 2026 – 6:30 P.M.**

1. A Workshop meeting of the Barrett Township Supervisors was held on Wednesday February 18, 2026, at the Administrative Offices on Route 390 in Cresco, PA. The meeting was called to order at 6:30 P.M. by Grant Hilfiger

Present: Grant Hilfiger, Patti O’Keefe, Bill Pipolo, Nichole Irvin, and the public.

Absent: Darryl Speicher

Grant Hilfiger began the meeting, reminding that in workshop sessions there was no formal decision making, or motions made other than to go into executive session.

Grant made a motion to go into executive session for personnel at 6:31 pm. All supervisors agreed and the motion carried.

Grant made a motion to reconvene at 6:37 PM. The motion was seconded by Patti O’Keefe. All supervisors voted aye and the motion carried.

**2. Supervisor Letter Acknowledgements:**

Grant noted the 4 Supervisor letters that were received for appointment consideration are: Marry Greenan, Sean Anlauf, Arthur Fetzer, and Chris Gifford. Grant stated that any pertinent information about the candidates were discussed at the last workshop and this was just a statement of acknowledgement.

**3. STR Fee Schedule discussion:**

Grant discussed BTCC and Nichole Irvin working together to get unrecognized STRs into compliance while noting that the STR fees have not increased since the ordinance was adopted since 2019.

Grant proposed increasing the initial permit fee to \$1000.00 for STRs up to 3 bedrooms and charging \$50.00 per additional bedroom. Adding to that the STR permit renewal fee could be \$750.00. Currently, the STR application nor fee schedule includes a fee for inspections noting that the Township could just keep returning for “free” until they applicant passes. The proposal of a timeline to correct inspection items was discussed as well noting that 30 days would be the “limit” unless the applicant is able to provide proof to the Township that work is proposed and under contract then an extension could be considered.

Jackson Township, nearby, is another Township that charges \$1000.00 for STR permits as was mentioned. Grant referred to resident, and local realtor Jenn Amantea, what she thinks about the STR fees. She said she thinks they are reasonable, but what happens after the 30 days when the repairs or corrections have not been completed? Grant explained that enforcements would be addressed once the STR ordinance is re-visited.

Grant asked Carla Price, a local STR owner, what her opinion was of the STR fees. Carla stated that the initial permit fee of \$1000.00 is fair, but the \$750.00 renewal seemed a little high since it was more than double the original renewal fee. It was asked by Gerri Murphy, would the renewal fee include 3 bedrooms? At first Grant stated that he thought it would be \$750.00 flat. The supervisors discussed that adding \$50.00 would be good since it’s the same with the permit fee.

Grant noted that he and Nichole Irvin signed up for the STR Conference on March 5<sup>th</sup>.

#### **4. BARC Building and Maintenance Staff:**

Grant discussed that he would like to create a new position once a 5<sup>th</sup> supervisor was appointed/elected that would be responsible for communicating with a BARC Maintenance staff person. He noted that over the weekends and sometimes at night there are tenant complaints that are handled on an as needed basis. However, it would be more effective to have a position like this covered more often so that it wasn't being addressed just when it was required. Patti O'Keefe agreed that having someone on the weekend would be effective as well.

#### **5. Administrative and Operations Director Position Description:**

Grant discussed that he would like to take out anything to do with negotiating leases, tenants, building maintenance, and anything that relates to "building maintenance" or "lease and tenant spaces". Grant stated that he feels it should not be in this job description as it doesn't match the regular scope of work for a position like this. Grant proposed to add Grant Writer to the position description as it is included in this title at other townships and in the PD on the PSATS website, not a separate rate of pay or duty.

Patti O'Keefe agreed on the points that Grant discussed. However, she asked who is going to be responsible for the duties he is proposing to remove from the position? Grant explained that he would like to reach out to realtors and property maintenance companies while noting that they not only market just a room that's available; they market the whole building and nearby area as well. Grant advised Patti that the Admin and Operations Director shouldn't be taking possible tenants on tours of the property and choosing tenants. Rather it should be vetted by a realtor or a professional who can advise the best tenant for the space.

#### **6. Admin Office Hours:**

Grant proposed closing the office to the public on Tuesdays and Thursdays, and staying open to the public Mondays, Wednesdays, and Fridays normals hours to catch up on work in the office while the office is down a staff member. Bill Pipolo stated he thinks it would be fine temporarily until the vacancy was filled. Grant also noted that it would be possible to make appointments if someone needed to visit the Township office on one of the off days.

#### **7. Advanced Codes Office Hours:**

Grant discussed that when the meeting was held with Advanced Codes they offered office hours, but it came with a fee. Currently, he stated, we have a great process for building permit intake and the need for an administrative person waiting for intake in person is likely not necessary. Patti and Bill agreed that scheduling a meeting with the BCO should be more appropriate at this time if what were doing now is effective.

#### **8. Community Shed:**

Grant discussed the history of the Community Shed and questioned the value of the community shed with the Nearly New store in town. Nichole Irvin suggested to Grant to discuss the operations of the community shed with Nicole Abrams because she has been working closely with it. Nicole Abrams, with the Friendly Community Center, discussed how she was able to work with Mert Shane from the Canadensis Methodist United Church to obtain volunteers to spend time 'working' in the community shed for when someone needs or wants to come in for something. Nicole explained that there are about 15 – 20 people who visit the community shed every week for clothing. The clothing inside is all free since all the clothing inside is donated. Nicole stated that the volunteers are from the FCC so they aren't always just Barrett Township Residents, but the people who stop by to collect something are residents. Grant stated he was thankful for the information.

**Public Comment:**

Gerri Murphy: I think the proposed STR fees are extremely reasonable since many STRs are making that much in one night. Who will be responsible for the inspections?

*Grant explained that the inspection is done by the BCO consultant, Advanced Code and the inspections are done annually.*

Mary Greenan: Is there a limit on people per room in the STR ordinance?

*Grant Hilfiger explained that, yes, there is and its explained in the ordinance. Patti O'Keefe added that its 2 people per bedroom, plus two.*

Mark Fisher: Mentioned that it would benefit the Township to have a liaison to the School Board.

*Grant agreed that it would not hurt to be up to speed with the School Board. The only conflict being is that their meeting is the same time as the Supervisors Meetings.*

Jenn Amantea: Does Janine book the parks if you wanted to have a party?

*Grant explained that she is the primary person who usually takes responsibility for those events.*

Hazel Gifford: I understand that you have the need for all these new positions, but have you already budgeted?

*Grant explained that the realtor or property management cost will be a percentage of the cost of the lease when its lease, so its built in.*

Chris Gifford: How long is the Office closing going to last?

*Grant explained that if it turns out to be effective and a lot of work gets done, it could be longer than temporary.*

Gerri Murphy: Agreed that closing the office on certain days is a great idea.

Mary Greenan: Mentioned that the Community Shed could be a possible partnership with Hive to Harvest to increase awareness.

Carla Price: Our group (BTCC) isn't just about bringing out the STRs, we can also volunteer with the Community Shed.

Mary Greenan: There has been a lot of executive sessions about Hive to Harvest and the Personnel issue. Is there going to be a resolve sometime soon?

*Grant explained that executive session cannot be public discussed until the case is resolved.*

Jeff Siglund: Stated that he owns 7.8 acres of commercial property next to NBT bank in Mountain home. He and a friend want to build an indoor sports center consisting of archery and indoor shooting. He stated that he is working with a bank in New Jersey that has given him a letter of intent to disperse funds on the condition that the local governing body writes a letter that this project would be an acceptable use for the community. He was asking for direction on what to do next.

*Grant discussed that the property is in mixed use village and the use Indoor Shooting Range is a conditional use that would need to be seen by the BOS, Monroe County Planning, Barrett Planning, and zoning. Grant, and the supervisors discussed that they would refer to the Solicitor, Todd Weitzmann, for his opinion on drafting a letter.*

Grant Hilfiger made a motion to adjourn workshop at 7:45pm. All supervisors voted aye and the motion carried.



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Nichole Irvin

Zoning Officer/Recording Secretary