

Juniata Township Meeting

May 03, 2022

Minutes

Chairman Stein called the meeting to order at 6:00 p.m. at the Juniata Township Municipal Building and led the meeting in the Pledge of Allegiance.

Attendance

Present:

- Greg Stein – Chairman
- Dean Parks – Co-chairman; Supervisor
- Wib Hall - Supervisor
- Leslie McDermott – Secretary/Treasurer
- Jamie Catanese – CEO/SEO
- Butch Dysard - Roadmaster

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the April 05, 2022, monthly township meeting.

Supervisor Parks motioned to accept the minutes as recorded for this meeting. Seconded by Supervisor Hall. Unanimously approved by the Board.

The financial report was presented. Supervisor Hall motioned to approve the financial report as recorded for this meeting. Supervisor Parks. Unanimously approved by the Board.

Engineer Report

- Chairman Stein reported that all actions by the township are complete at this point.

Solicitor Report

- No report.

NEW BUSINESS

Street Signs

- Supervisor Hall motioned to purchase and have Butch install the signs for Courtland Drive, Grand View Lane, Eagles View Drive and Line of Fire Drive. Seconded by Supervisor Parks. Unanimously approved by the board.

Public Forum

- Matt Price of the Huntingdon County Visitors Bureau, which is a partnership organization representing all of Huntingdon County for the purposes of destination marketing, attended the meeting to provide information on vacation rentals and tourism in the township so that the supervisors have information when considering a short-term rental ordinance.
 - There are 34 short term rentals in Juniata Township owned by members of the Huntingdon County Visitors Bureau.
 - Short-term rentals are an important piece of tourism in Huntingdon County because there are only four hotels in the area with a total of 283 rooms.
 - The bulk of tourism lodging in the Raystown Lake is campgrounds and short-term vacation rentals.
 - Rentals are very seasonal in this area. Therefore, rentals are not booked for 365 days.
 - HCVB does their best to assure that their members are up to date with short-term rental industry regulations.
 - HCVB is a valuable resource for vacation rentals and Matt would be happy to share information regarding vacation rentals with the supervisors.
- Chris Confer, vacation property owner in Juniata Township, addressed the board of supervisors regarding vacation rentals as well.

- Chris informed supervisors that septic and water usage at vacation rentals is much lower than a home lived in year-round. Occupants are not washing cars or watering gardens and laundry is minimal.
- Chris's rentals are available year-round. In 2021, one rental was rented out for 174 days and the other rented out for 187 days.
- During peak season, water and septic usage is heavier in a vacation rental but it evens out over the course of a year.
- To avoid having an ordinance approved based on inaccurate information, Chris would be happy to provide any information related to his vacation rentals to the supervisors.
- Justin Stoner, Ridgeview Campground
 - Justin, the owner of Ridgeview Campground, informed the Board of Supervisors that a letter was submitted to DEP regarding Ridgeview Campground, from a member of the Juniata Township Planning Commission.
 - There is a statement in the letter that states the Juniata Township Board of Supervisors submitted the Ridgeview Campground plan to DEP knowing that some of the details on water usage were false.
 - Justin asked if the Juniata Township Board of Supervisors have any penalties or repercussions for letter being sent to public entities stating false facts.
 - Chairman Stein, reminded the members of the planning commission that were present at the meeting, that they represent the residents of the township. Therefore, regardless of personal feeling or opinions, they must remain neutral at all times.
 - Planning commission member, Joe Dinardi, clarified that the letter did not come from the planning commission but a resident of Juniata Township.
 - Chairman Stein asked if there was any discussion regarding the DEP appeal at the planning commission meeting to which Joe Biddle said yes, there was a discussion.
 - Joe Dinardi stated that the person that filed the appeal, Carl Grove, who is also a member of the planning commission. Carl simply stated at the meeting that he was filing the appeal and does not want the planning commission involved because it is not a planning commission issue.

- Chairman Stein cautioned the members of the planning commission that personal agendas cannot be discussed at a planning commission meeting due to a conflict of interest. If it is discovered that any lines were crossed at a planning commission meeting, the Board of Supervisors will take necessary action to deter any further conflicts.
- The Juniata Township Board of Supervisors has no knowledge of submitting false water data usage information to DEP regarding the Ridgeview Campground.

Construction Code Enforcement

- See attached report.
- Urban Saddle Ranch
 - Jamie followed up with Bureau of Veritas after last meeting to see if they put the stop work order permit on the event center building. They did not. Jamie instructed them to do so.
 - Mr. Payne, owner, requested a site meeting with the engineer of the building. Jamie informed Mr. Payne since he has no approvals for the building, they are not at that stage yet. Mr. Payne cancelled the meeting.
 - Mr. Payne hired Surveyors Shawn and John Young to assist in fixing the issue.
 - There are two lots, one lot is completely vacant. Jamie and the Youngs think that it may be possible to move the lot line of the vacant lot to encompass the event center then apply and go through planning for a commercial low flow holding tank which would give them approximately 100 seats. In order to move the lot line, they will be making the lot with the cabins and the house on it smaller resulting in the need for a backup site which will be very difficult, if not impossible to get.
 - Mr. Payne hired a soil scientist, Mary Kay Lupton. Jamie will be meeting with her May 16, 2022, at the site to look for an alternative back up site.
 - There are many different moving parts to this issue. If all comes together, the owner can submit a component 2 planning module, which is a very long process, to DEP for a holding tank to serve the event facility. This is all based on if Mary Kay Lupton can find a back up site for the existing cabins and house.

- Supervisor Stein, asked Jamie to contact Solicitor Newfield, to inform him of the situation.
- Deb Goss asked if the amusement tax has been discussed any further. The amusement tax ordinance is in place. At this time, it is just a matter of identifying campgrounds in the township.
- Need to develop a questionnaire to send out to the residents of the township to identify campgrounds.

Planning Commission

- See attached meeting minutes.
- Jamie asked if the planning commission has a printed copy of the township's standardized review procedures for developments so that Jamie can refer surveyors to the planning commission.
- There is not a printed copy of procedures at this time. The planning commission will develop a list as soon as possible.
- Chairman Stein stated that the planning commission would like to explore a moratorium on the construction of campgrounds. Since the planning commission has just been formed, time is needed to put in place the necessary changes to the SALDO that will satisfy the residents of township as well as the planning commission. The Board of Supervisors agreed that a moratorium would be beneficial at this time.
- Justin Stoner asked if the planning commission minutes are available anywhere for public view. Chairman Stein stated they would be available on the website.
- Provided Supervisors with an ordinance for short-term rentals for review.
- Chairman Stein referred planning commission to Attorney, Greg Jackson for assistance in the ordinance process.
- Next meeting: Wednesday, May 18, 2022.

Road Master/Supervisor

- Supervisor Hall reported:
 - Spring 2022 plans to blacktop Overlook Road, tar and chip Stonebridge Hollow and Crestwood Estates and repair base on Riverview Heights will be put on hold. Will do maintenance only.
 - Estimate from NES&L is \$350,000 for above repairs.

OLD BUSINESS

- **Ridgeview Campground**
 - No new developments.
- **Hurricane IDA Funding**
 - Meeting scheduled for Friday, April 08, 2022 @ 11:00 a.m. with FEMA at township building.

ARPA Funding

- Secretary McDermott filed first report of monies spent. No monies spent to this point.

Announcements

- Next meeting will be held June 07, 2022 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 7:27 p.m. Seconded by Supervisor Stein.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

06/07/22

Profit & Loss by Class

Cash Basis

May 2022

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
G301.00 · REAL PROPERTY TAXES			
G301.10 · Real Estate Taxes Current Year	5,433.70	0.00	5,433.70
Total G301.00 · REAL PROPERTY TAXES	5,433.70	0.00	5,433.70
G310.00 · PER CAPITA TAXES			
G310.01 · Per Capita Taxes Current Year	303.80	0.00	303.80
G310.03 · Per Capita Delinquent	10.50	0.00	10.50
Total G310.00 · PER CAPITA TAXES	314.30	0.00	314.30
G310.10 · Real Estate Transfer Tax	2,916.97	0.00	2,916.97
G310.20 · EARNED INCOME TAX			
G310.21 · Earned Income Tax Current Year	3,558.75	0.00	3,558.75
G310.22 · Earned Income Tax Prior Year	1,258.29	0.00	1,258.29
Total G310.20 · EARNED INCOME TAX	4,817.04	0.00	4,817.04
G310.50 · LST TAX			
G310.51 · LST Current Year	234.19	0.00	234.19
Total G310.50 · LST TAX	234.19	0.00	234.19
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	2.39	0.00	2.39
Total G341.00 · INTEREST EARNINGS	2.39	0.00	2.39
G362.0 · PUBLIC SFTY			
G362.41 · Bldg Pmts	25.00	0.00	25.00
G362.44 · Sewage Permits/SEO Fees	480.00	0.00	480.00
Total G362.0 · PUBLIC SFTY	505.00	0.00	505.00
Total Income	14,223.59	0.00	14,223.59
Expense			
GENERAL FUND EXPENSES			
PUBLIC WRKS HIGHWAYS ROADS & ST			
G433.00 · Traffic Control Devices/Signs	244.44	0.00	244.44
G437.00 · Repairs of Tools & Machinery	3,135.53	0.00	3,135.53
G438.00 · Maint & Repair Roads Bridges	5,883.35	0.00	5,883.35
Total PUBLIC WRKS HIGHWAYS ROADS & ...	9,263.32	0.00	9,263.32
Total GENERAL FUND EXPENSES	9,263.32	0.00	9,263.32
GENERAL GOV'T BLDG & PLANT			
G409.37 · Building Repair/Maintenance	40.00	0.00	40.00
Total GENERAL GOV'T BLDG & PLANT	40.00	0.00	40.00
GENERAL GOVERNMENT			
G404.00 · Solicitor	448.80	0.00	448.80
Total GENERAL GOVERNMENT	448.80	0.00	448.80
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	468.75	0.00	468.75
P400.12 · Roadmaster Wages	304.00	0.00	304.00
P405.10 · Secretary Wages	807.50	0.00	807.50
P409.37 · Building Repair/Maint	0.00	0.00	0.00
P413.00 · Code Enforcement Officer	15.00	0.00	15.00
P432.00 · Winter Maintenance	32.00	0.00	32.00
P437.00 · Repairs of Tools & Machinery	0.00	0.00	0.00
P438.00 · Repair/Maint Roads & Bridges	1,502.00	0.00	1,502.00

8:47 AM

06/07/22

Cash Basis

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

May 2022

	General Fund	State Fund	TOTAL
P438.20 · Land Slide	0.00	0.00	0.00
PAYROLL EXPENSES - Other	270.03	0.00	270.03
Total PAYROLL EXPENSES	3,399.28	0.00	3,399.28
STATE FUND EXPENSES			
S471.00 · Debt Service			
S471.10 · Debt Principal	0.00	1,367.48	1,367.48
S472.10 · Debt Interest	0.00	32.52	32.52
Total S471.00 · Debt Service	0.00	1,400.00	1,400.00
Total STATE FUND EXPENSES	0.00	1,400.00	1,400.00
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	0.00	0.00	0.00
Total G400.00 · Travel Reimbursement	0.00	0.00	0.00
G403.00 · Tax Collection			
G403.28 · Tax Collection Fees	84.30	0.00	84.30
G403.34 · Advertising, Printing & Binding	352.80	0.00	352.80
G403.35 · Insurance & Bonding	100.00	0.00	100.00
Total G403.00 · Tax Collection	537.10	0.00	537.10
G405.34 · Advertising	12.25	0.00	12.25
G409.31 · Dues & Subscriptions	150.00	0.00	150.00
G410.00 · Public Safety			
G419.31 · Sewage Permits (SEO Fees)	645.00	0.00	645.00
Total G410.00 · Public Safety	645.00	0.00	645.00
G442.00 · Utilities	126.34	0.00	126.34
G471.00 · Debt Service			
G471.10 · Debt Principal	990.39	0.00	990.39
G472.10 · Debt Interest	51.67	0.00	51.67
Total G471.00 · Debt Service	1,042.06	0.00	1,042.06
Total Expense	15,664.15	1,400.00	17,064.15
Net Ordinary Income	-1,440.56	-1,400.00	-2,840.56
Net Income	-1,440.56	-1,400.00	-2,840.56

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Balance Sheet

As of June 7, 2022

Jun 7, 22

ASSETS

Current Assets

Checking/Savings

G100.00 · GENERAL FUND	29,093.40
G101.00 · ARPA	27,894.34
G102.00 · SAVINGS ACCOUNT	12,241.19
S101.00 · STATE FUND	58.80

Total Checking/Savings 69,287.73

Total Current Assets 69,287.73

TOTAL ASSETS 69,287.73

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

G21000 · PAYROLL LIABILITIES

G210.00 · Federal Income Tax Withheld	333.76
G211.00 · Social Security Withheld	329.35
G211.10 · Social Security - Company	329.35
G212.00 · Local Income Taxes Withheld	140.80
G213.00 · Medicare Tax Withheld	154.06
G217.00 · State Income Tax Withheld	288.19
G219.00 · EMST Tax Withheld	2.20
G221.00 · PA UC Tax Withheld	3.98
G222.00 · PA UC Company	92.49

Total G21000 · PAYROLL LIABILITIES 1,674.18

Total Other Current Liabilities 1,674.18

Total Current Liabilities 1,674.18

Total Liabilities 1,674.18

Equity

30000 · Opening Balance Equity 23,668.81

32000 · Retained Earnings 58,996.68

Net Income -15,057.94

Total Equity 67,607.55

TOTAL LIABILITIES & EQUITY 69,281.73

CRESTWOOD ESTATES 7,859.91

TRUCK 13,827.06

JUNIATA TOWNSHIP

APRIL 2022 ACTIVITY REPORT FOR MAY MEETING

Keith Henderson / Butch Dysard – The porch is installed on the cabin at the Henderson property

Greg Coder / Hederson Overlook Rd., / Near Smithfield Twp. Line. – Mr. Coder installed a drop shed as permitted.

Eric Worlfe – Ripplin Rd. - Issued Mr. Wolfe a permit to replace his septic tank with a larger dual compartment tank.

Weikert Excavating / Buterbaugh / Vista Rise Dr. - Tanks installed to accommodate the new house location. The pump in the existing pump tank needs replaced.

JSM Realty / 7222 Watson Dr. / (Snyders Run Rd.) – I received the permit application for the repairs that were complete and the ones that need completed yet. The permit application was incorrectly filled out as far as the EDUs for the property. I called Mr. Watson and I am going to meet him at the site,

Urban Saddle Ranch / Cabins -7745 cottage Circle Dr. – I followed up with Bureau Veritas to make sure they had issued a stop work order for the building. They had not. I instructed them to do so. Mr. Payne called and wanted to meet at the site with his engineer for the building. I explained again that the approvals for the land development project needed to be in place before he moves forward with anything on the building itself. He called off the meeting with the engineer. I spoke with DEP about the cabins being “existing with holding tanks” in order to move the land development forward. In order to move the lot lines to place the event center on it’s own lot and use a holding tank to serve it current and future needs must be met for the existing cabins and house. The soils and slopes are difficult, and I told Mr. Payne to contact a soil scientist. Mr. Payne has hired May Kay Lupton to look for an alternative system site to be backup site for the house septic. I will be on site with Mary Kay on May 16th.

Jeremy Eichelberger 11680 Snyders Run Rd.- I received a call that someone was putting in camp sites with out a permit. I visited the site and found that five sites had been added to the property and existing septic system. I contacted Mr. Eichelberger and sent him a violation notice. He removed four of the sites and is permitting the one remaining site. I contacted Bureau Veritas and was told the electrical will need inspected to the new site. Mr. Eichelbergers contractor contacted Bureau Veritas and they told him no inspection is required. Bureau Veritas is aware of the new campsites.

JUNIATA TOWNSHIP

APRIL 2022 ACTIVITY REPORT FOR MAY MEETING

Chris Confer Lot#9 Raystown Reach.- I checked the setbacks for an new home Chris is building in Raystown Reach.

Filson- Bj Filson contacted me and asked some general questions about septic testing and subdivision in the township.

Multiple calls zoning restrictions the day after the last meeting.about Air B&B ✓

Chris Confer / Phelps Subdivison - Chris purchased a lot and is planning on going through the land development process or the subdivision process to add another home to the lot. John Young will be the surveyor.

William Felton- Youngs surveying is completing the paperwork and field work for the subdivision on Memosa Dr.

Andy Blugerman- Jimmy Weikert installed Andy's new septic tank as permitted.

Apex Realty- Called about having a perc test completed on the lot between Raven Ln. and Ripka Rd.

Juniata Township Planning Commission Meeting Minutes
May 18, 2022

Attendance

Present:

Joe Biddle- Chairman

Chad States- Vice-Chairman

Joe Dinardi- Secretary/Treasurer

Ken Stewart- Member

Absent- Carl Grove

Guests:

Deb Goss

Chris Confer

Jackie Confer

Harlan Byers

*Note- The following meeting minutes are abbreviated due to technical difficulties with the recording device.

*The meeting was called to order at 7:30 pm at the Juniata Township Municipal Building.

*Deb Goss discussed the appeal filed by citizens of Juniata Township regarding the proposed campground being developed by her family. The committee again clarified that the appeal was not filed by the commission, and is in no way associated with the planning commission.

*Chris Confer discussed last year's water usage for the properties he owns in Juniata Township.

*Harlan Byers discussed Act 537, its history, and its purpose. It was explained to Mr. Byers that the commission is newly formed and is currently working on 2 ordinances. Addressing Act 537 will need to be addressed in the future, after the commission finishes its initial priorities.

*The commission discussed the moratorium that the commission requested from the Township Supervisors during the last township meeting. Commission members have no new information regarding the moratorium. Chris Confer inquired about the length of the requested moratorium. He was informed that the commission requested a 6 month moratorium on major land development so the newly formed commission will have time to formulate an ordinance to address future development prior to any new major land development. Jackie Confer works in a bank and discussed the financial hardship that a six month moratorium might place on a land owner who is securing financing for a planned land development. The commission stated that the moratorium may not even get approved by the supervisors. If the moratorium is approved, the commission is hopeful that the entire six months will not be needed. The commission

explained that, if a six month moratorium is approved, it will end at six months or when the ordinances have been approved, whichever comes first.

*The commission discussed the status of the two ordinances currently being developed. The first ordinance addresses short-term rentals. That ordinance was developed by the commission and submitted to the township supervisors at the last township meeting. That begins the approval process which winds its way through the township supervisors, the attorneys, and the Huntingdon County Planning Commission. The second ordinance being developed by the commission addresses campgrounds. That ordinance is still being developed and needs additional work prior to submitting it for approval.



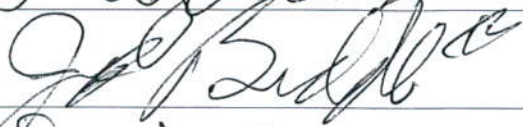
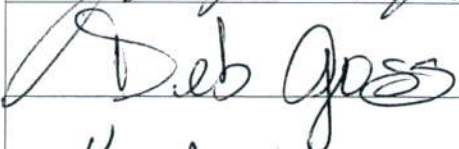

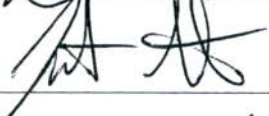

The meeting was adjourned at 8:50 pm. The next meeting will be 6/21/22 at 7:30 pm.

Juniata Township Board of Supervisors Meeting Sign-in Sheet

Date: 5/3/2022

Signature

Print Name

	Clay McMath
	Emily Loose
	Joe Biddle
	Deb Goss
Ken A Stewart	Ken A Stewart
STEVEN GROM	steven
	Lee Goss
	Justin Stoner
Matt Price	Matt Price
Chris Confer	Chris Confer
	Joe DiVardi