

Juniata Township Meeting

August 02, 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
- Leslie McDermott – Secretary/Treasurer
- Jamie Catanese – CEO/SEO
- Butch Dysard – Roadmaster

Guests:

- See Attached

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

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

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

Engineer Report

- No report.

Solicitor Report

- No report.

NEW BUSINESS

Municipal Advantage Account

- Kish Bank is offering a Municipal Advantage Account at an interest rate of 1.11% APY.

Supervisor Parks motioned to move the savings account to the Municipal Advantage Account. Seconded by Supervisor Stein. Unanimously approved by the board.

Public Forum

- John Young – Young’s Surveying
 - Presented 3 subdivision plans:
 - Chris Confer plan is to subdivide 10.173 (Lot 2 – Phelp’s subdivision) acres keeping 6.409 acres and selling 3.764 acres
 - William Felton plan is to subdivide 20 acres into 2-10 acre sites.
 - Robert Payne plan to subdivide 13.58 acre site. The subdivision will separate the existing building now located on Lot B (which will contain 2.492 acres) from the existing house and cabins all located on the Residue Lot A (which will contain 11.090 acres).
- Carl Grove
 - Asked if a recording was available from one of the meetings in the fall of 2021. Attendees remember discussing at one of the meetings that the Ridgeview Campground would not have permanent sites but it was not included in the written minutes.
 - Secretary McDermott will review the digital recordings of the meetings and forward to Carl, if available.

Construction Code Enforcement

- See attached report.

- Mongold Property – Jamie was contacted by Mongold’s attorney, Greg Jackson, inquiring how much was owed for the final permit. Jamie gave him a total of \$316.00 with penalties. The pole was moved.

Supervisor Stein motioned to approve the final permit and close the case. Seconded by Supervisor Parks. Unanimously approved by the board.

- Lot 10 Vista Rise – septic field was installed in 2008 but the tank was not. Jamie asked if the Board of Supervisors are ok with permitting a tank install with the field being existing.

Supervisor Stein motioned to approve the permit for the tank install. Seconded by Supervisor Parks. Unanimously approved by the board.

Planning Commission

- Supervisor Stein commended and thanked the Planning Commission on their work for the township.
- Planning to present other ordinances to the Board of Supervisors to review at the September meeting.
- Short-term rental ordinance is complete. Waiting to receive final draft from Attorney Jackson.
- See attached meeting minutes.

Road Master/Supervisor Report

- John Wagman and Morris “Joe” Carolus submitted applications for the part-time labor/maintenance position. Supervisors interviewed both and decided to hire both.

Supervisor ~~XXXX~~^{STEIN} motioned to hire John Wagman and Morris “Joe” Carolus. Seconded by Supervisor Parks. Unanimously approved by the board.

- Both employees submitted all required employment documents and attended an orientation.
- Supervisor Stein revised the time sheets to keep better track of the work being done and where.
- Butch will purchase safety t-shirts at Tractor Supply.
- Supervisor Stein asked Butch to get a quote on a chain saw.
- Backhoe tire flat; repaired by Marks Brothers.

OLD BUSINESS

Hurricane IDA Funding

- Supervisor Stein hopes to have funding approval by next meeting. Not sure how much the funding will be.

ARPA Funding

- Juniata Township received additional ARPA funds of \$88.18 from the surplus left over from the first funding.
- All necessary requirements have been completed. Waiting on 2nd disbursement.

Amusement Tax Ordinance

- Supervisor Stein is developing a questionnaire to collect information from residents that are operating campgrounds.
- By using satellite imaging and information obtained from the Huntingdon County Assessment Office, Supervisor Stein determined that there are approximately 25 campgrounds in Juniata Township.

Announcements

- Next meeting will be held September 06, 2022 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 7:05 p.m. Seconded by Supervisor Stein.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Profit & Loss by Class
August 2022

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
GENERAL FUND INCOME			
G353.00 · Federal Payments in Lieu of Tax	15,818.20	0.00	15,818.20
Total GENERAL FUND INCOME	15,818.20	0.00	15,818.20
STATE FUND INCOME			
S431.00 · INTEREST EARNINGS.			
S431.01 · Interest on Checking	0.00	2.09	2.09
Total S431.00 · INTEREST EARNINGS.	0.00	2.09	2.09
Total STATE FUND INCOME	0.00	2.09	2.09
G301.00 · REAL PROPERTY TAXES			
G301.10 · Real Estate Taxes Current Year	478.72	0.00	478.72
G301.40 · Real Estate Taxes Delinquent TB	141.97	0.00	141.97
Total G301.00 · REAL PROPERTY TAXES	620.69	0.00	620.69
G310.10 · Real Estate Transfer Tax	171.50	0.00	171.50
G310.20 · EARNED INCOME TAX			
G310.21 · Earned Income Tax Current Year	2,834.87	0.00	2,834.87
G310.22 · Earned Income Tax Prior Year	1,357.23	0.00	1,357.23
Total G310.20 · EARNED INCOME TAX	4,192.10	0.00	4,192.10
G310.50 · LST TAX			
G310.51 · LST Current Year	5.00	0.00	5.00
Total G310.50 · LST TAX	5.00	0.00	5.00
G331.00 · FINES			
G331.10 · Court - District Magistrate	100.00	0.00	100.00
Total G331.00 · FINES	100.00	0.00	100.00
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	2.51	0.00	2.51
Total G341.00 · INTEREST EARNINGS	2.51	0.00	2.51
G362.0 · PUBLIC SFTY			
G362.41 · Bldg Pmts	112.00	0.00	112.00
G362.44 · Sewage Permits/SEO Fees	1,240.00	0.00	1,240.00
Total G362.0 · PUBLIC SFTY	1,352.00	0.00	1,352.00
Total Income	22,262.00	2.09	22,264.09
Expense			
GENERAL FUND EXPENSES			
PUBLIC WRKS HIGHWAYS ROADS & ST			
G437.00 · Repairs of Tools & Machinery	45.01	0.00	45.01
G438.00 · Maint & Repair Roads Bridges	4,916.92	0.00	4,916.92
Total PUBLIC WRKS HIGHWAYS ROADS & ST	4,961.93	0.00	4,961.93
Total GENERAL FUND EXPENSES	4,961.93	0.00	4,961.93
GENERAL GOV'T BLDG & PLANT			
G409.37 · Building Repair/Maintenance	50.00	0.00	50.00
Total GENERAL GOV'T BLDG & PLANT	50.00	0.00	50.00
GENERAL GOVERNMENT			
G404.00 · Solicitor	2,021.25	0.00	2,021.25
Total GENERAL GOVERNMENT	2,021.25	0.00	2,021.25
INSURANCE CASUALTY & SURETY			
G486.10 · Insurance - Liability	396.98	0.00	396.98
G486.30 · Insurance - Automobile	319.90	0.00	319.90
G486.70 · Worker's Compensation	158.16	0.00	158.16
Total INSURANCE CASUALTY & SURETY	875.04	0.00	875.04

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Profit & Loss by Class
August 2022

	General Fund	State Fund	TOTAL
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	468.75	0.00	468.75
P400.12 · Roadmaster Wages	176.00	0.00	176.00
P405.10 · Secretary Wages	807.50	0.00	807.50
P409.37 · Building Repair/Maint	120.00	0.00	120.00
P413.00 · Code Enforcement Officer	75.00	0.00	75.00
P432.00 · Winter Maintenance	0.00	0.00	0.00
P437.00 · Repairs of Tools & Machinery	144.00	0.00	144.00
P438.00 · Repair/Maint Roads & Bridges	1,332.00	0.00	1,332.00
P438.20 · Land Slide	0.00	0.00	0.00
PAYROLL EXPENSES - Other	272.99	0.00	272.99
Total PAYROLL EXPENSES	3,396.24	0.00	3,396.24
STATE FUND EXPENSES			
S437.00 · Repairs of Tools & Machinery	0.00	265.00	265.00
S438.00 · Repair/Maint Roads & Bridges	0.00	5,061.26	5,061.26
S471.00 · Debt Service			
S471.10 · Debt Principal	0.00	1,362.76	1,362.76
S472.10 · Debt Interest	0.00	37.24	37.24
Total S471.00 · Debt Service	0.00	1,400.00	1,400.00
Total STATE FUND EXPENSES	0.00	6,726.26	6,726.26
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	108.53	0.00	108.53
Total G400.00 · Travel Reimbursement	108.53	0.00	108.53
G403.00 · Tax Collection			
G403.28 · Tax Collection Fees	71.56	0.00	71.56
Total G403.00 · Tax Collection	71.56	0.00	71.56
G405.21 · Office Supplies			
G405.21 · Office Supplies	341.38	0.00	341.38
G410.00 · Public Safety			
G419.31 · Sewage Permits (SEO Fees)	1,240.00	0.00	1,240.00
Total G410.00 · Public Safety	1,240.00	0.00	1,240.00
G442.00 · Utilities			
G442.00 · Utilities	81.37	0.00	81.37
G471.00 · Debt Service			
G471.10 · Debt Principal	472.94	0.00	472.94
G472.10 · Debt Interest	48.09	0.00	48.09
Total G471.00 · Debt Service	521.03	0.00	521.03
Total Expense	13,668.33	6,726.26	20,394.59
Net Ordinary Income	8,593.67	-6,724.17	1,869.50
Net Income	8,593.67	-6,724.17	1,869.50

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Balance Sheet
As of September 6, 2022

	Sep 6, 22
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	25,366.40
G101.00 · ARPA	27,894.34
G102.00 · SAVINGS ACCOUNT	12,844.18
S101.00 · STATE FUND	40,066.63
Total Checking/Savings	106,171.55
Total Current Assets	106,171.55
TOTAL ASSETS	106,171.55
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	300.76
G211.00 · Social Security Withheld	307.59
G211.10 · Social Security - Company	307.59
G212.00 · Local Income Taxes Withheld	144.69
G213.00 · Medicare Tax Withheld	143.84
G217.00 · State Income Tax Withheld	152.33
G219.00 · EMST Tax Withheld	2.20
G221.00 · PA UC Tax Withheld	4.35
G222.00 · PA UC Company	100.35
Total G21000 · PAYROLL LIABILITIES	1,463.70
Total Other Current Liabilities	1,463.70
Total Current Liabilities	1,463.70
Total Liabilities	1,463.70
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	58,996.68
Net Income	22,042.36
Total Equity	104,707.85
TOTAL LIABILITIES & EQUITY	106,171.55

Truck Loan \$ 12,411.82
Crestwood 3,730.20

JUNIATA TOWNSHIP

JULY 2022 ACTIVITY REPORT FOR AUGUST MEETING

Greg Coder / Hederson Overlook Rd., / Near Smithfield Twp. Line. – Issued permit to fix walls and new roof for existing garage

Urban Saddle Ranch / Cabins -7745 cottage Circle Dr. – Waiting for engeneer

Jeremy Eichelberger 11680 Snyders Run Rd.- Talked to Nick and he will send him a letter

Call from John Adams who purchased the Taylor Lot on henderdson Overlook- Mr. Adams called for a permit to put a car port up to cover a camper to stay in during the summers. Now he is just going to do some clearing and make a single camper pad. I informed him he can not live at the camper and he obviously needs a septic system to do anything other than recreational use.

Eric Wolfe – called and wanted the township to look into internet service for Ripplin Rd. I told him to come to the meeting. He also inquired about the logistics of a garage permit.

Jay Myers – I final inspected his septic system in Raystown Reach.

Dustin Hartzler, Ripka Rd., - I issued Mr. Hartzler a permit for a 980 sf pole shed.

Patrick Wright, Hideaway Lane – I checked the setbacks for a tiny house / cabin.

Kevin Rissler, Coyote Dr. – I checked the setbacks for a new log cabin.

Robert Johnson, 11310 Henderson Overlook Rd. – I issued a permit for 12 x 20 shed.

7248 Baja Drive / Steve Wagner- Met with Mr. Wagner. He has installed a holding tank without a permit and has two campers on site. I have informed him that he has to go through the process of holding tank approval and meet the requirements of Juniata Twp. Ordinance or remove the tank and reduce the camper to one personal use camper. I am sending him information.

Mongold - I received a call from Nick Newfield about the Mongold property on Ripplin Rd. I then received a call from the Mongold's attorney greg jackson inquiring about how much was owed for the final permit. I gave him a total of \$316 that included penalties. The pole appeared to be moved to abate the safety hazard however due to lack of room it still encroaches on the utility ROW. Once payment is received, I will issue the after the fact permit if the board is agreeable.

Lot 10, Vista Rise – Septic field was installed in 2008 but never completed. Working on a solution to permitting. The field is new however the tank is not installed. Is the board ok with permitting a tank install with the field being existing? I gave him two weeks to remove the second camper.

Juniata Township Planning Commission Meeting Minutes

August 16, 2022

Attendance

Present:

Joe Biddle- Chairman

Chad Snare- Vice Chairman

Ken Stewart- Member

Carl Grove- Member

Absent- Joe Dinardi- Secretary/Treasurer

Guests:

Harlan Byers

Deb Goss

Attorney Greg Jackson

*The meeting was called to order at 7:30pm at the Juniata Township Municipal Building, followed by the Pledge of Allegiance.

*Members and Attorney Jackson discussed the short-term rental ordinance. The township supervisors voted to approve it. Jackson stated the township supervisors can vote to publicize it in the newspaper. There would then be a public meeting where they would have a final vote to adopt the ordinance. Jackson stated that the planning commission can recommend the fees that are charged, and the supervisors would vote on whether to adopt those fees, or they could decide on what fees to charge.

*Members discussed possible fee structures.

*Guest Harlan Byers reported that State College recently amended their short-term rental ordinance, increasing the permit fee from \$175 to \$300. The fee would be paid yearly. Members agreed to set an initial application fee of \$150 and an annual renewal fee of \$300.

*Attorney Jackson stated that there is a provision in the ordinance to allow the township supervisors, and anyone that they appoint, to enforce the provisions of the ordinance.

*Joe Biddle reported that neighboring Walker Township recently advertised for an enforcer of their short-term rental ordinance. Joe Biddle recommended that Juniata Township contact that person, and hire that enforcer to also enforce Juniata Township's ordinance. Carl Grove stated that he offered to enforce the ordinance for free until Juniata Township has the funds to hire an enforcer.

*Jackson stated that the ordinance as currently written states that the ordinance applies to any property rented for 30 days or less. If the property was rented to the same occupant for more than 30 consecutive days, then the ordinance will not apply.

*Attorney Jackson recommended that the commission make a motion to recommend that the ordinance, as amended, be submitted to the township supervisors for their consideration and approval.

*Chairman Biddle made the motion to submit the ordinance for approval, and it was seconded by Carl Grove.

*Attorney Jackson and the members discussed the noise ordinance. Jackson stated that the commission should inform him of what they would like to see in the ordinance, and he can add that to the draft noise ordinance. Carl Grove reported that the state recently changed the state regulations on fireworks. Jackson asked when the commission would like to impose quiet hours. After discussion, the members agreed to 10pm to 8am for quiet hours, with exceptions for July 4th at midnight and New Years at 1am. The rest of the provisions would mirror the provisions of the county noise ordinance.

*Members discussed the odor ordinance. Todd Township did not have an odor ordinance in place, and this resulted in the establishment of a pig farm. Members agreed that an odor ordinance needs to be formulated. Joe Biddle will contact Todd Township and try to find information on odor ordinances.

* Members discussed the rough draft campground ordinance. Members discussed the proposal to limit personal use camping units to two or less. Anything above 2 camping units would be considered a campground. Personal use camping units of 2 or less would still need to comply with sewage regulations and setback regulations. Members discussed minimum acreage to establish a campground, setbacks, and sewage and electric hookups.

*Members discussed the provision that existing campgrounds must comply with the approved ordinance by submitting a corrective plan of action within 1 year of the approval of the campground ordinance, and must complete the corrective action plan within 2 years of the approval of the ordinance. Attorney Jackson stated that he understands the purpose of the provision is to prevent property owners from skirting the regulations of the ordinance based on prior use. He stated that it can be done, but it is not a simple matter, and issues arise mostly in dealing with zoning issues where a zoning ordinance is amended and the established use of a business is nonconforming to the new provisions of the amended ordinance and therefore would require a variance to be granted.

*Guest Deb Goss asked about the amusement tax and when it will be in effect. She was informed that the ordinance for that has not yet been approved, so there is no date yet for when it will begin. She suggested that a specific date be established for the beginning of the fee collection. Deb asked if there would be a variance given for established campgrounds to avoid the amusement tax. She was informed that there will be no variance for the amusement tax. The time frames for compliance for established campgrounds will be as stated prior and apply to the provisions of the ordinance, not to the amusement tax. Carl Grove gave an example of a campground that may have been in existence for many years and currently has camping units very near the property line. That campground would have 2 years to comply with the setback provisions of the ordinance. Joe Biddle stated there are 22 or 25 currently established campgrounds in Juniata Township. Each of these established campgrounds will have 2 years to comply with the provisions of the ordinance. After 2 years, the established campground must be compliant with the ordinance or be fined for noncompliance. Greg Jackson again stated that he understands the purpose of the provision, however, he can't say that all 25 of the established campgrounds will be in compliance 2 years after the approval of the ordinance.

*Members discussed proposed provisions of the campground ordinance. Members discussed setbacks, minimum number of acreages to establish a campground, and maximum number of camping units per campground. Members agreed to propose a minimum of 15 acres to establish a campground. Due to limited ground water availability in Juniata Township, members agreed to propose a maximum of 150 camping units per campground. Setbacks will be 100 feet from any property line.

*Carl Grove asked Attorney Jackson whether Juniata Township could restrict commercial well drilling due to limited groundwater availability. Jackson stated that, if done correctly, a township can do that, but it depends on other factors such as class size of the township, so he cannot at this time state that commercial well drilling could be restricted in this situation.

The meeting was adjourned at 8:30pm. The next meeting will be September 20, 2022.

