

Juniata Township Meeting

October 04, 2022

Agenda

Call Meeting to Order

Pledge of Allegiance

Approval of Minutes and Financial Report

Engineer Report

Solicitor Report

New Business

- Riverview Heights Repairs
- 2023 Budget

Public Forum

-

Reports

- Construction Code Enforcement
- Planning Commission
- Road Master/Supervisor

Old Business

- Municipal Advantage Account
- Hurricane IDA Recovery
- Amusement Tax Ordinance
- ARPA Funding

Announcements

- Next Meeting: November 01, 2022 @ 6:00 p.m.

Adjourn Meeting

Juniata Township Meeting

September 06, 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
- Wayne Bradburn – Solicitor
- Leslie McDermott – Secretary/Treasurer
- Jamie Catanese – CEO/SEO
- Butch Dysard – Roadmaster

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the August 02, 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

- The lawsuit that Juniata Township was involved in regarding Ridgeview Campground. Matter has been resolved.
- Attorney Bradburn received a non-time stamped precipe to settle, discontinue and end. Will stop at Huntingdon County courthouse to get a time-stamped precipe for township records.

NEW BUSINESS

Street Name Addition – Deer Track Lane

- Supervisor Parks motioned to approve Ordinance 2022-5 adding Deer Track Lane to the Juniata Township Street naming ordinance. Seconded by Chairman Stein. Unanimously approved by the board.

Public Forum

- Salyards Dock
 - Received DEP small dock permit for a pier supported dock.
 - Jamie reviewed but would like engineer, Tom Levine, to review and approve then Jamie will issue flood plain permit.
- Carl Grove
 - Carl asked of the 210 campsites in Ridgeview Campground, how many will be permanent sites.
 - Carl reported that Rich Irvin received a response from Penn Dot stating that the only reason the low volume highway occupancy permit was approved for Ridgeview Campground was because every site in campground was to be a permanent site. Therefore, the campground did not have to meet the safe site distance to be approved for the highway occupancy permit.
 - Carl stated that if all sites are not permanent sites and more than 25 vehicles come in and out of campground a day, the safe site distance must be 2,050 feet.

- Carl also stated that there is a safety issue concern because campers and vehicles will be entering a 2 lane road where the posted speed limit is 55 mph.
- Lee Goss, father-in-law of Justin Stoner, answered Carl's question regarding number of permanent campsites stating that the campground is 100% permanent sites.
- Supervisor Stein offered to speak to Penn Dot about getting speed limit in the area of the campground reduced to 25 mph.
- Carl stated it is a safety issue but does not agree with Supervisor Stein going to Penn Dot to have the speed reduced because he is angry that for the last year and a half the residents were ignored when the issue was brought to the attention of the supervisors and to Penn Dot by Rich Irvin.
- There was to be a meeting at the site with the township supervisors and Penn Dot. The meeting never took place. Supervisor Stein stated that supervisors were never aware of a meeting.
- Harlan Byers stated that a 25 mph area at the campground is not a logical way of solving the problem.
- Solicitor Bradburn stated that Mr. Byers is misplacing the responsibility on the township. Penn Dot issued the permit to the owners of the campground. The township had nothing to do with the permit.
- Supervisor Stein told Carl if he has an issue with the Penn Dot permit, he needs to take it up with Penn Dot. The township had no part in the issuance of the permit.
- John Young – Young's Surveying
 - Presented 3 subdivision plans at prior township meeting for Chris Confer, William Felton and Robert Payne.
 - Received comments and suggestions from the Huntingdon County Planning Commission. Made changes based on the comments and suggestions received.
 - Will meet with the Juniata Township Planning Commission to finalize plans.

Municipal Advantage Account

- Jackie Confer, Kish Bank, presented supervisors with the signature sheets for the new Municipal Advantage Account. Supervisor Hall's signature is

required. Not sure if we can get Supervisor Hall's signature. If not, his name will have to be removed from signature sheets.

- Current rate is currently 2.2%

Supervisor Stein motioned to move the ARPA funds from the general account to the municipal advantage account. Seconded by Supervisor Parks. Unanimously approved by the Board.

Construction Code Enforcement

- See attached report.

Planning Commission

- Still have no completed ordinances from Attorney Jackson.
- Supervisor Stein is concerned that the planning commission has still not addressed the SALDO and asked that they make it top priority going forward.
- See attached meeting minutes.

Road Master/Supervisor Report

- Working on repairs to the mountain road.
- Replaced reflectors. Some cold patching.
- Inventoried township equipment.
- Baker's Hollow ditches need cleaned.
- Red truck has a miss. Will take to Marks Brother's for repairs.

OLD BUSINESS

Hurricane IDA Funding

- Supervisors have one last telephone call with FEMA.
- Should receive approximately \$10,500 for repairs to Corbin's Road.

ARPA Funding

- Waiting on second round of funding.

Amusement Tax Ordinance

- Supervisor Stein has prepared letter and questionnaire to send out to all Juniata Township campground owners. Would like to have Supervisor Parks and Supervisor Hall review.

Announcements

- Next meeting will be held October 04, 2022 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 7:20 p.m. Seconded by Supervisor Stein.

JUNIATA TOWNSHIP

AUGUST 2022 ACTIVITY REPORT FOR SEPTEMBER MEETING

Call from John Adams who purchased the Taylor Lot on Henderson Overlook- Called to ask for a application to install a septic system. Sent out application and will schedule testing. I explained again that they can not live there full time without a septic system.

Eric Wolfe Rippling Rd.- Pre permit checks to turn and existing porch into a sunroom / bathroom

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.

Chris Confer. - Pre permit checks for a small addition to the located at 12009 Grand View Ln. No additional bedrooms.

Steven Wagenr Baja Dr.- Mr. Wagner had thirty days to apply for a permit and did not do so. I sent Mr. Wagner a second certified letter reexplain what needs to be completed. If he does not respond the solicitor will have to become involved. Mr. Wagner also has four campers that Carl Grove says were installed without a permit on a second property near Baja Dr. I will pursue this as the Baja Dr. property is being brought into compliance.

Filson Land Co. Norris Farm Rd.- Percolation testing for a five lot subdivision

Nancy Groves. Yocum Dr.- Installing a camper pad to hook to an existing septic system One camper personal use only.

Kevin Smaltz 16913 Old Ridge Rd.- Pre permit check for a new covered deck. Referred on to Bureau Veritas with paperwork.

Tim & Heather Caracciolo 12345 Henderson Overlook Rd.- Applied for a demolition permit for a trailer removal.

Juniata Township Planning Commission Meeting Minutes

September 20, 2022

Attendance

Present:

Joe Biddle- Chairman

Ken Stewart- Member

Carl Grove- Member

Joe Dinardi- Secretary/Treasurer

Absent- Chad Snare- Vice Chairman

Guests:

Deb Goss

John Young

Butch Dysard

Tammy Dysard

Chris Confer

Barry Parks

Attorney Greg Jackson

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

*Attorney Jackson reviewed the current draft version of the short-term rental ordinance including recent additions and changes. Fee schedules were also reviewed. Members discussed the restrictions on number of overnight occupants permitted in a short-term rental. The number of overnight occupants will be limited by the number of bedrooms in the short-term rental property. The number of bedrooms cannot exceed the number of bedrooms on the sewage permit. Any property advertised as five or more bedrooms must prove that the sewage system is approved for that number of bedrooms or be inspected and approved by the sewage enforcement officer for the advertised number of bedrooms.

(continued) The permitted occupancy for less than five bedrooms will be 2 occupants per bedroom plus 4 occupants. Limits on day guests will be 75% of the maximum number of overnight guests.

*The rough draft version of the campground ordinance was reviewed. At the request of the township supervisors, the number of camping units that will designate a campground is being changed from three to two. Basically, any more than one camping unit on a property will then designate that property as a campground and must comply with the campground ordinance. A longer discussion ensued regarding regulations for just one camping unit on a property. Additional thought and discussion will occur in the future regarding single camping unit regulations.

*Attorney Jackson stated that the short-term rental agreement should be in its final form once he makes today's changes and fixes a few typos. He will submit the final version to the township supervisors and provide the planning commission with a copy of the final version.

*Barry Parks discussed a prior subdivision approval based on water usage. Barry was inquiring about whether prior approval will stand or whether subdivisions will need to comply with the new ordinance. It was explained to Barry that compliance will be with the new ordinance and regulations. It was also explained that the new ordinance will have a waiver option that the supervisors may utilize to give approval to existing campgrounds that are incapable of complying with the new regulations. It was stressed that good faith effort will hopefully influence the township when deciding whether to grant a waiver. Additionally, it was stressed that the planning commission will not decide on waivers. Rather, the township supervisors will make decisions on waivers. Some guests complained that it's unfair to change the regulations for those who already went through an approval process in the past. It was explained that laws change all the time; we all have to comply with the latest laws and regulations.

*Tammy Dysard stated that by overregulating the campgrounds, it will hurt township revenue. She doesn't believe that the new regulations should apply to existing campgrounds.

Deb Goss asked about existing setbacks and the new setbacks. She stated that many of the existing infrastructure in campgrounds do not comply with the new regulations. Mr. Dinardi discussed with Ms. Goss that the campground that her family is working to develop on Piney Ridge currently has very little infrastructure because it is not yet developed. So, it would be unwise to risk capital by developing that property prior to the new regulations being finalized, especially when the new regulations will be finalized in the next couple of months. It would be unwise to move forward with capital expenditures not knowing whether those improvements will meet the new regulations. Mr. Dinardi explained that it would be wise for her to wait until the new ordinance is approved before moving forward with improvements.

*Chairman Biddle stated that once the ordinance is ready for approval, the supervisors will have a public meeting to hear the public's concerns about the ordinance.

*John Young presented plans for various land developments. Those plans were reviewed and signed off by Chairman Biddle.

*Members established a date for a drive-around to explore the township perimeter and to observe existing campgrounds.

*The next meeting will be October 18, 2022.

*The meeting was adjourned at 8:50pm.

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

	ARPA	General Fund	State Fund	TOTAL
Ordinary Income/Expense				
Income				
GENERAL FUND INCOME				
G354.00 · Am Rescue Plan Act 2021 Grant	27,982.53	0.00	0.00	27,982.53
G355.07 · Foreign Fire Insurance Tax Dist	0.00	4,059.81	0.00	4,059.81
Total GENERAL FUND INCOME	27,982.53	4,059.81	0.00	32,042.34
STATE FUND INCOME				
S431.00 · INTEREST EARNINGS,				
S431.01 · Interest on Checking	0.00	0.00	1.69	1.69
Total S431.00 · INTEREST EARNINGS,	0.00	0.00	1.69	1.69
Total STATE FUND INCOME	0.00	0.00	1.69	1.69
G301.00 · REAL PROPERTY TAXES				
G301.10 · Real Estate Taxes Current Year	0.00	435.83	0.00	435.83
Total G301.00 · REAL PROPERTY TAXES	0.00	435.83	0.00	435.83
G310.00 · PER CAPITA TAXES				
G310.01 · Per Capita Taxes Current Year	0.00	31.50	0.00	31.50
Total G310.00 · PER CAPITA TAXES	0.00	31.50	0.00	31.50
G310.10 · Real Estate Transfer Tax	0.00	274.05	0.00	274.05
G310.20 · EARNED INCOME TAX				
G310.21 · Earned Income Tax Current Year	0.00	3,924.01	0.00	3,924.01
G310.22 · Earned Income Tax Prior Year	0.00	175.52	0.00	175.52
Total G310.20 · EARNED INCOME TAX	0.00	4,099.53	0.00	4,099.53
G310.50 · LST TAX				
G310.51 · LST Current Year	0.00	1.00	0.00	1.00
Total G310.50 · LST TAX	0.00	1.00	0.00	1.00
G341.00 · INTEREST EARNINGS				
G341.01 · Interest on Checking	0.00	3.08	0.00	3.08
G341.02 · Interest on Savings	0.00	2.13	0.00	2.13
G341.00 · INTEREST EARNINGS - Other	27.68	0.00	0.00	27.68
Total G341.00 · INTEREST EARNINGS	27.68	5.21	0.00	32.89
G362.0 · PUBLIC SFTY				
G362.41 · Bldg Pmts	0.00	288.00	0.00	288.00
G362.44 · Sewage Permits/SEO Fees	0.00	835.00	0.00	835.00
Total G362.0 · PUBLIC SFTY	0.00	1,123.00	0.00	1,123.00
Total Income	28,010.21	10,029.93	1.89	38,041.83
Expense				
GENERAL FUND EXPENSES				
PUBLIC WRKS HIGHWAYS ROADS & ST				
G437.00 · Repairs of Tools & Machinery	0.00	224.40	0.00	224.40
Total PUBLIC WRKS HIGHWAYS ROADS & ST	0.00	224.40	0.00	224.40
Total GENERAL FUND EXPENSES	0.00	224.40	0.00	224.40
GENERAL GOV'T BLDG & PLANT				
G409.37 · Building Repair/Maintenance	0.00	40.00	0.00	40.00
Total GENERAL GOV'T BLDG & PLANT	0.00	40.00	0.00	40.00
GENERAL GOVERNMENT				
G404.00 · Solicitor	0.00	1,420.00	0.00	1,420.00
Total GENERAL GOVERNMENT	0.00	1,420.00	0.00	1,420.00
INSURANCE CASUALTY & SURETY				
G486.10 · Insurance - Liability	0.00	395.98	0.00	395.98
G486.30 · Insurance - Automobile	0.00	319.90	0.00	319.90
G486.70 · Worker's Compensation	0.00	158.16	0.00	158.16
Total INSURANCE CASUALTY & SURETY	0.00	875.04	0.00	875.04
PAYROLL EXPENSES				
P400.05 · Supervisor Wages	0.00	468.75	0.00	468.75
P400.12 · Roadmaster Wages	0.00	0.00	0.00	0.00
P405.10 · Secretary Wages	0.00	799.00	0.00	799.00
P409.37 · Building Repair/Maint	0.00	465.00	0.00	465.00
P413.00 · Code Enforcement Officer	0.00	45.00	0.00	45.00
P432.00 · Winter Maintenance	0.00	0.00	0.00	0.00
P437.00 · Repairs of Tools & Machinery	0.00	105.00	0.00	105.00
P438.00 · Repair/Maint Roads & Bridges	0.00	1,072.50	334.50	1,407.00
P438.20 · Land Slide	0.00	0.00	0.00	0.00
PAYROLL EXPENSES - Other	0.00	258.16	0.00	258.16
Total PAYROLL EXPENSES	0.00	3,213.41	334.50	3,547.91

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

September 2022

	ARPA	General Fund	State Fund	TOTAL
STATE FUND EXPENSES				
S430.74 · Machinery & Equip Capital Purch	0.00	0.00	777.03	777.03
S437.00 · Repairs of Tools & Machinery	0.00	0.00	360.82	360.82
S438.00 · Repair/Maint Roads & Bridges	0.00	0.00	781.16	781.16
S471.00 · Debt Service				
S471.10 · Debt Principal	0.00	0.00	1,385.86	1,385.86
S472.10 · Debt Interest	0.00	0.00	14.14	14.14
Total S471.00 · Debt Service	0.00	0.00	1,400.00	1,400.00
Total STATE FUND EXPENSES	0.00	0.00	3,319.01	3,319.01
G403.00 · Tax Collection				
G403.28 · Tax Collection Fees	0.00	71.73	0.00	71.73
Total G403.00 · Tax Collection	0.00	71.73	0.00	71.73
G405.23 · Postage and Delivery	0.00	71.73	0.00	71.73
G405.34 · Advertising	0.00	108.00	0.00	108.00
G410.00 · Public Safety	0.00	92.86	0.00	92.86
G419.31 · Sewage Permits (SEO Fees)	0.00	919.88	0.00	919.88
Total G410.00 · Public Safety	0.00	919.88	0.00	919.88
G442.00 · Utilities	0.00	81.37	0.00	81.37
G471.00 · Debt Service				
G471.10 · Debt Principal	0.00	474.72	0.00	474.72
G472.10 · Debt Interest	0.00	46.31	0.00	46.31
Total G471.00 · Debt Service	0.00	521.03	0.00	521.03
Total Expense	0.00	7,567.72	3,653.51	11,221.23
Net Ordinary Income	28,010.21	2,462.21	-3,651.82	26,820.60
Net Income	28,010.21	2,462.21	-3,651.82	26,820.60

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Balance Sheet

As of October 4, 2022

	<u>Oct 4, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	27,252.30
G101.00 · MUNICIPAL ADVANTAGE ACCT	68,839.05
S101.00 · STATE FUND	38,073.42
Total Checking/Savings	<u>134,164.77</u>
Total Current Assets	<u>134,164.77</u>
TOTAL ASSETS	<u><u>134,164.77</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	282.76
G211.00 · Social Security Withheld	282.69
G211.10 · Social Security - Company	282.69
G212.00 · Local Income Taxes Withheld	185.51
G213.00 · Medicare Tax Withheld	132.22
G217.00 · State Income Tax Withheld	140.00
G219.00 · EMST Tax Withheld	2.20
G221.00 · PA UC Tax Withheld	5.71
G222.00 · PA UC Company	129.42
Total G21000 · PAYROLL LIABILITIES	<u>1,443.20</u>
Total Other Current Liabilities	<u>1,443.20</u>
Total Current Liabilities	<u>1,443.20</u>
Total Liabilities	1,443.20
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	58,996.68
Net Income	50,056.08
Total Equity	<u>132,721.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>134,164.77</u></u>
Crestwood Estates Loan	2,344.34
Truck Loan	11,937.10

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Balance Sheet

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