

Juniata Township Meeting

November 01, 2022

Agenda

Call Meeting to Order

Pledge of Allegiance

Approval of Minutes and Financial Report

Engineer Report

- Ken Stewart – Buffer Strip

Solicitor Report

New Business

- 2023 Budget Adoption
- Response to Harlan Byers Letter Dated 10/16/2022

Public Forum

Reports

- Construction Code Enforcement
- Planning Commission
- Road Master/Supervisor
 - Riverview Heights Repairs

Old Business

- Piney Ridge Road Speed Limit
- Hurricane IDA Recovery
- Amusement Tax

Announcements

- Next Meeting: December 06, 2022 @ 6:00 p.m.

Adjourn Meeting

Juniata Township Meeting

October 04, 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 September 06, 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

Speed Limits – Piney Ridge Road

- Supervisor Stein prepared a letter to Penn Dot requesting a speed limit study on Piney Ridge Road from Grandview Lane to Peach Lane. Supervisor Stein's goal is to lower that speed limit in that area with posted speed limit

signs and if people still continue to drive 55 mph in that area, then the supervisors will request that the Pennsylvania State Police conduct concentrated enforcement in that area.

- Supervisor Stein spoke with Penn Dot representative, Ernie Casino and would like Penn Dot's recommendations on the speed limit in that area.
- Harlan Byers stated that it seems supervisors are only doing this for Ridgeview Campground and to punish residents.
- Supervisor Stein stated that Byers and others have identified that area as a safety issue and that is why supervisors are addressing the issue.
- Byers stated that in the SALDO township ordinance it states that campgrounds should be designed in a way that it will not create a safety hazard on the highways and supervisors should follow the ordinance to make the campground change their road access instead of lowering the speed limit.

Riverview Heights Repairs

- Supervisor Stein will be meeting with Jimmy Weikert for an estimate for repairs.

2023 Budget

- Secretary McDermott presented the proposed 2023 budget.

Supervisor Parks motioned to advertise the proposed 2023 budget to be approved at the November 01, 2022 meeting. Seconded by Supervisor Stein. Unanimously approved by the Board.

Public Forum

- Ken Stewart
 - Resident, Ken Stewart, who's land borders the Ridgeview Campground, is concerned about the buffer strip that the township SALDO ordinance requires between commercial and residential properties.
 - Stewart does not want to be able to see the campground and asked if supervisors would look into this for him. Would like supervisors to visit site. Supervisor Stein agreed to visit site and will also contact Engineer, Tom Levine for assistance.

Construction Code Enforcement

- See attached report.

Planning Commission

- Supervisor Stein cautioned the Planning Commission on warning Juniata Township residents to not start projects at this time because there are new ordinances coming. Resident's project approvals should be based on ordinances currently in place not on future ordinances.
- Joe Dinardi made the statements regarding the new ordinances. He told a resident that it would be unwise to start the project at this time. Supervisor Stein cautioned that the statement was very "iffy" and should not have been said.
- Chris Confer who attended the Planning Commission meeting and heard Dinardi's statement agreed with Supervisor Stein that the statement was very "iffy". Confer stated that if a project is finished before a new ordinance is put into place the Planning Commission cannot come back and apply the new ordinance to a project that was completed in compliance with the old ordinance. Confer also stated that Dinardi told the resident that they could apply for an exemption but that Dinardi wouldn't risk it.
- Carl Grove stated that legal council for the Planning Commission said that some Pennsylvania township have required residents to bring projects up to new ordinance requirements. Confer thinks that this could lead to lawsuits against the township in the future.
- Supervisor Stein received a copy of the short-term rental ordinance for review. Stein made changes and suggestions to the ordinance and returned to Dinardi via email. Dinardi never received the ordinance.

John Young, Sub-Division Plans

- John Young, Young's Surveying, presented the Board of Supervisors with three sub-divisions for Chris Confer, William Felton and Robert Payne for approval.

Supervisor Parks motioned to approve the sub-division plans for Chris Confer, William Felton and Robert Payne. Seconded by Supervisor Stein. Unanimously approved by the Board.

- Young also presented a lot line adjustment plan for Barry Parks for signature to send onto the Huntingdon County Planning Commission.

Road Master/Supervisor Report

- River Road and Mountain Road needs some work.
- Sign for Deer Track Lane need to be installed

OLD BUSINESS

Hurricane IDA Funding

- Supervisors have a telephone call scheduled for tomorrow with FEMA regarding releasing the funding to the township.
- Should receive approximately \$10,500 for repairs to Corbin's Road.

ARPA Funding

- Second round of funding has been received.

Amusement Tax Ordinance

- Harlan Byers asked Supervisor Stein about the effectiveness of the amusement tax questionnaire. Byers thinks that it is a waste of time and postage because campground owners will not answer the questionnaire because it is for a tax.
- Ken Stewart stated that the township has to start somewhere to put the amusement tax ordinance into effect.
- Supervisor Stein asked Byers how he would handle contacting campground owners. Byers had no suitable ideas for Supervisor Stein.
- Supervisor Stein presented the questionnaire for board approval and will be sending out approximately 25 questionnaires to Juniata Township campground owners. Supervisor Stein will also post on website.

Supervisor Parks motioned to approve the amusement tax questionnaire to be mailed out to campground owners. Seconded by Supervisor Stein. Unanimously approved by the Board.

- Resident, Butch Dysard, asked why the township requires 10 acres for a campground making it hard for residents to use their land for campgrounds. Therefore, lessening the amount of tax that the township could receive. Supervisor Stein stated it is to regulate campgrounds in the township so they don't get out of hand.

- Joe Dinardi stated that the township is trying to bring the township campground regulations up to date with many other townships in Pennsylvania.

Ridgeview Campground

- Residents are concerned that the proposed sewage system is not large enough to handle 209 campsites.
- Jamie said to keep in mind since there is no data from Ridgeview yet, data is still being used from other campgrounds.
- Due to the amount of sewage, it will have to be stored and processed during days of less capacity.
- Township will require regular pumping and data in the developer's agreement.

Announcements

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

Supervisor Parks motioned to adjourn the meeting @ 7:25 p.m. Seconded by Supervisor Stein.

Juniata Township Board of Supervisors Meeting Sign-in Sheet

Date: 10/4/2022

Signature

Print Name

John Young	John Young
H. Byers	H. Byers
Ken Stewart	Ken A Stewart
Lee Goss	Lee Goss
Carl Grou	Carl Grou
Joe Biddle	Joe Biddle
Vivonne Stein	
Chris Confer	
Joe Diardi	

October 16, 2022
PO Box 215
Huntingdon, PA 16652

Greg Stein
Juniata Township Supervisor
PO Box 248
Huntingdon, PA 16652

Subject: Juniata Township Sub Division Ordinance

Mr. Stein,

Reference is made to your statements at the Sept 6, 2022 Juniata TWP Meeting. In response to a Resident regarding the safety issue/problem at the driveway of the proposed Ridgeview Campground, you responded that you would ask and speak to PennDOT to get the speed limit on Piney Ridge at that specific area reduced to 25 mph.

That may be considered to others as a irresponsible reply from a Township Official whose responsibility is to protect the interests of the Residents. Some may think this type of statement is punishment to those bringing up this safety issue to you.

It is the responsibility of the Ridgeview Campground to comply with your TWP Ordinance and not for you to try to make outside changes to help them meet your Ordinance Requirements.

Your Ordinance dated 2018, states:

Section 8.3.7.8.1. Traffic in and out of the Campground or RV park shall not interfere with adjacent traffic, nor shall create a hazard for the adjacent residential areas.


This Ordinance requirement is very clear and may be used in future litigations if there are accidents at this area.

I know you would like the TWP to collect the Amusement Taxes from Campgrounds, etc. In fact you stated at a TWP meeting last year that the Amusement Tax was passed, but the TWP Secretary had to correct you at the meeting telling you it was not passed.

Regarding the issue brought up at the meeting of type of camp sites within the Campground being 'permanent' or 'transient' types. What information do you know and have found out since this safety issue was brought up to you at the Sept 6th meeting. This is very important for the Township, you should know, also the Residents, if they ask you. I assume you will be able to have this information to help the Residents understand what is going on in this major development that could affect their lives.

It is incumbent on the Campground to provide correct/accurate information to the Township or any Gov't Agency. This information could be used in any accident or other litigation

Thank you for your attention to this important matter,

Harlan Byers 

Peter Prince 

cc: TWP Planning Commission
Concerned Township Residents

JUNIATA TOWNSHIP

SEPTEMBER 2022 ACTIVITY REPORT FOR OCTOBER MEETING

Call from John Adams / Taylor Lot on Henderson Overlook- Checked the setbacks for two sheds and one car port on the lot. Spoke with the owners at length about being part time and not being able to live at the property full time.

7248 Baja Drive / Steve Wagner- Mr. Wagner sent me the application for the holding tank. I have contacted DEP via email to ask for permission to permit the tank. Mr. Wagner provided deeds showing the lot is intact predating May 15, 1972. Mr. Wagner can install a commercial low flow holding tank however sewage is only the first step. I sent him a copy of the SALDO and I will advise him to contact the planning commission to present a preliminary plan for his campground.

Filson Land Co. Norris Farm Rd.- Testing was completed and Kirby Locard from Africa Engineers is working on the subdivision plan. I informed him to contact the planning commission to submit the plan before going in front of the board.

Nancy Groves. Yocum Dr.- Coffee Run Pumping is working on a camper hook up for this site. He has started but has not contacted me for inspection yet.

Neal Salyads, Point Rd. dock project- Tom Lavine called me to discuss the project. It will be moving forward, and the next step will be to go to Bureau Veritas for permitting if required.

Crusan, Big Bend Drive.- Mrs. Crusan called about adding on to the existing garage and making it a "recreational cabin". She is putting the project on hold until spring.

Tim Cresswell, Thompson Rd. - Mr. Cresswell has a five acre lot that was created and not planned in 1974 and is requesting reconstructive planning from the supervisors in order to permit the site. Percolation testing will be scheduled accordingly.

Juniata Township Planning Commission Meeting Minutes

October 18, 2022

Attendance

Present:

Joe Biddle- Chairman

Ken Stewart- Member

Carl Grove- Member

Joe Dinardi- Secretary/Treasurer

Chad Snare- Vice Chairman

Guests:

Deb Goss

Greg Stein

Dean Parks

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

*Members and Greg Stein discussed the draft of the Short-term Rental Ordinance. The ordinance was read and reviewed. Greg Stein had a question about some of the legal wording of the document. He asked for an explanation of the section regarding stenographic recording. Greg Stein was informed that the attorney, Greg Jackson, was asked about this section, and the members were advised that it is legal jargon and needs to remain in the document.

*Dean Parks had questions about some of the wording in various parts of the document. The sections that he questioned were already changed in the latest version; however, each section that he had questions about were reviewed to make sure the correct changes were made. Dean asked about the definition of a short-term rental and how it distinguishes from a bed and breakfast or hotel.

(continued) He was informed that within the document, there is a definition for what a short-term rental is. Chad Snare explained that a bed and breakfast is different than a short-term rental because the owners of the bed and breakfast live in the bed and breakfast. The statement regarding meeting the definition of a hotel is included so that the county can collect the excise tax. Greg Stein stated that he checked into whether the township can also impose a tax on short-term rentals. He stated that it is for the county only. Joe Dinardi discussed the fact that when you stay at a hotel in a metropolitan area, the tax includes a local municipality tax, not just for the county. Joe Dinardi suggested that the township should further explore its options for a local excise tax, since Juniata Township has a very small operating budget and is a high tourism area. Greg stated that this is a question for the attorneys.

*Dean reviewed additional areas of the document that required spelling and grammatical changes. Each of those changes were already made in the most recent draft.

*Carl Grove and Greg Stein discussed the effective date of the short-term rental permits. Greg provided two options. The first option would be to make all permits effective January 1 and conclude on December 31. The other option would be to make the effective date of the permit the same day as it is issued. This option would be more difficult to track. Deb Goss commented that Penn Township permits run from January 1 through December 31. Joe Biddle suggested an option to run the permits starting January 1st, and prorate the fee if the permit is issued anytime other than January 1st. Joe Biddle stated that it's an option, but he would prefer applying the full fee, regardless of the date it is issued. Greg Stein stated that he is OK with the permit dates remaining unchanged from the current draft.

*Carl Grove stated that a change was made to the number of occupants permitted in a short-term rental. The adjustment was to add "plus 4" to the calculated number of permitted occupants according to bedrooms. This change was designed to build some leniency into the ordinance. It will allow for 2 occupants per bedroom, plus 4.

Greg Stein asked if we have compiled a list of short-term rentals within the townships. He was informed that we do not have a list yet, but we plan to compile one. Greg suggested we use the booklet provided by Huntingdon County Planning Director Jim Lettiere, which has lists of short-term rentals. Deb Goss stated that the booklet is from the Huntingdon County Visitor's Bureau, and if a property is not registered with the Bureau, then it won't be listed in the booklet. She stated that the Huntingdon County Tax Office will have the info we need.

*Carl reviewed the recently added section regarding disposal of refuse.

*Greg Stein provided and discussed the forms that he has created for the ordinance. He provided a draft notice to be posted inside the short-term rental. He also created a permit application draft and a permit draft. Greg also suggested that the permit application be made available on the township website.

*Joe Biddle suggested that the township require proof of property and liability insurance with the application. Chad States stated that properties rented through airbnb are insured through the national company. Members agreed to add proof of insurance to the draft ordinance and the permit application.

*Members discussed requiring that the maximum number of occupants be included in the marketing of the short-term rental so that those who rent the property will know at the time of booking how many occupants are permitted. This will help renters to avoid exceeding the maximum occupancy. Members agreed to also require the property owner to include the property advertisement (if available) showing that the property is not being marketed for more occupants than it is permitted to allow.

Carl Grove reviewed the changes to the fee structure. The initial permit fee will be \$500. The renewal fee will be \$250. The ordinance will also have a requirement that the property owner show that the hotel taxes have been paid on the property for the year, in the form of the last 4 quarterly hotel tax reports. Greg Stein stated that this requirement should help eliminate short-term rental properties attempting to avoid the hotel tax.

*Dean Parks inquired about a legal statement within the draft document. A discussion ensued to determine whether the statement needs changed, or whether the statement is correct as is. The legal statement refers to the hearing examiner, and it states that "formal rules of evidence shall NOT apply but irrelevant, immaterial, or unduly repetitious evidence may be excluded." After discussing, it was determined that the statement needs to remain unchanged because the hearing examiner (in this case, the Chairman of the Board of Supervisors) is not a judge and therefore cannot be held to the same standards as a judge regarding rules of evidence. The hearing examiner retains the power to exclude irrelevant, immaterial, or unduly repetitious evidence.

*Joe Biddle suggested that the property owner be required to inform all renters of the stipulations of the ordinance. Members agreed to make this requirement a part of the ordinance and permit application.

*Greg stated that he has a copy of the most recent drafts of the ordinance and the accompanying forms. He suggested that the planning commission send him the wording changes and where in the documents we want them, and he can then add the changes to the draft documents.

*Greg suggested getting the changes to him as soon as possible so that the document can be discussed at the November 1st township meeting. If everything is in order, a motion can be made to set up a public hearing and advertise the ordinance in the paper. The ordinance will be posted on the township website, at the township secretary's office, and at the township building. After the public hearing, there may need to be changes to the document. In December, if everything goes well, it can be put up for a vote on passage of the ordinance. Joe Biddle will find out the requirements for advertising in the paper.

*Greg Stein and members discussed the fact that the document, which was supposed to be in its final form when sent from the planning commission's attorney to the supervisors, was not at all ready for review and required many spelling and grammatical changes. Greg Stein and the members expressed their dissatisfaction with the work done by the attorney. Greg Stein asked what other ordinances the attorney is currently working on. Joe Biddle will find out and report back to Greg Stein.

*The meeting was adjourned at 8:55pm. The next meeting will be November 18, 2022.

Profit & Loss by Class

October 2022

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
GENERAL FUND INCOME			
G355.09 · Act 13	96.91	0.00	96.91
Total GENERAL FUND INCOME	96.91	0.00	96.91
G310.00 · PER CAPITA TAXES			
G310.03 · Per Capita Delinquent	26.25	0.00	26.25
Total G310.00 · PER CAPITA TAXES	26.25	0.00	26.25
G310.10 · Real Estate Transfer Tax	1,494.50	0.00	1,494.50
G310.20 · EARNED INCOME TAX			
G310.21 · Earned Income Tax Current Year	3,139.31	0.00	3,139.31
G310.22 · Earned Income Tax Prior Year	1,666.35	0.00	1,666.35
Total G310.20 · EARNED INCOME TAX	4,805.66	0.00	4,805.66
G362.0 · PUBLIC SFTY			
G362.41 · Bldg Pmts	42.00	0.00	42.00
G362.44 · Sewage Permits/SEO Fees	285.00	0.00	285.00
Total G362.0 · PUBLIC SFTY	327.00	0.00	327.00
Total Income	6,750.32	0.00	6,750.32
Expense			
GENERAL FUND EXPENSES			
G411.54 · Fireman Relief	4,059.81	0.00	4,059.81
Total GENERAL FUND EXPENSES	4,059.81	0.00	4,059.81
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	1,575.00	0.00	1,575.00
Total GENERAL GOVERNMENT	1,575.00	0.00	1,575.00
INSURANCE CASUALTY & SURETY			
G486.10 · Insurance - Liability	396.97	0.00	396.97
G486.30 · Insurance - Automobile	319.89	0.00	319.89
G486.70 · Worker's Compensation	158.16	0.00	158.16
Total INSURANCE CASUALTY & SURETY	875.02	0.00	875.02
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	468.75	0.00	468.75
P400.12 · Roadmaster Wages	32.00	0.00	32.00
P405.10 · Secretary Wages	773.50	0.00	773.50
P409.37 · Building Repair/Maint	120.00	0.00	120.00
P432.00 · Winter Maintenance	0.00	0.00	0.00
P437.00 · Repairs of Tools & Machinery	150.00	0.00	150.00
P438.00 · Repair/Maint Roads & Bridges	1,830.00	0.00	1,830.00
P438.20 · Land Slide	0.00	0.00	0.00
PAYROLL EXPENSES - Other	285.30	0.00	285.30
Total PAYROLL EXPENSES	3,659.55	0.00	3,659.55
STATE FUND EXPENSES			
S437.00 · Repairs of Tools & Machinery	0.00	235.64	235.64
S438.00 · Repair/Maint Roads & Bridges	0.00	331.52	331.52

Profit & Loss by Class

October 2022

	General Fund	State Fund	TOTAL
S471.00 · Debt Service			
S471.10 · Debt Principal	0.00	1,391.69	1,391.69
S472.10 · Debt Interest	0.00	8.31	8.31
Total S471.00 · Debt Service	0.00	1,400.00	1,400.00
Total STATE FUND EXPENSES	0.00	1,967.16	1,967.16
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	57.00	0.00	57.00
Total G400.00 · Travel Reimbursement	57.00	0.00	57.00
G403.00 · Tax Collection			
G403.28 · Tax Collection Fees	91.11	0.00	91.11
Total G403.00 · Tax Collection	91.11	0.00	91.11
G410.00 · Public Safety			
G419.31 · Sewage Permits (SEO Fees)	312.50	0.00	312.50
Total G410.00 · Public Safety	312.50	0.00	312.50
G442.00 · Utilities	81.57	0.00	81.57
G471.00 · Debt Service			
G471.10 · Debt Principal	477.95	0.00	477.95
G472.10 · Debt Interest	43.08	0.00	43.08
Total G471.00 · Debt Service	521.03	0.00	521.03
Total Expense	11,272.59	1,967.16	13,239.75
Net Ordinary Income	-4,522.27	-1,967.16	-6,489.43
Net Income	-4,522.27	-1,967.16	-6,489.43

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Balance Sheet
 As of October 31, 2022

	Oct 31, 22
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	26,486.59
G101.00 · MUNICIPAL ADVANTAGE ACCT	68,839.05
S101.00 · STATE FUND	37,759.80
Total Checking/Savings	<u>133,085.44</u>
Total Current Assets	<u>133,085.44</u>
TOTAL ASSETS	<u>133,085.44</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	175.88
G211.00 · Social Security Withheld	209.21
G211.10 · Social Security - Company	209.21
G212.00 · Local Income Taxes Withheld	50.60
G213.00 · Medicare Tax Withheld	97.84
G217.00 · State Income Tax Withheld	103.60
G219.00 · EMST Tax Withheld	2.20
G221.00 · PA UC Tax Withheld	1.76
G222.00 · PA UC Company	34.18
Total G21000 · PAYROLL LIABILITIES	<u>884.48</u>
Total Other Current Liabilities	<u>884.48</u>
Total Current Liabilities	<u>884.48</u>
Total Liabilities	884.48
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	58,996.68
Net Income	49,535.47
Total Equity	<u>132,200.96</u>
TOTAL LIABILITIES & EQUITY	<u>133,085.44</u>

Truck - \$ 11459.15
Crestwood - \$ 952.65