

Juniata Township Meeting

July 11, 2023

Agenda:

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Approval of Minutes and Financial Report**
- **Engineer Report**
- **Solicitor Report**
- **Public Forum**
 -
- **New Business**
 -
- **Reports**
 - Construction Code Enforcement
 - Road Master/Supervisor
- **Old Business**
 - Recreational Cabins
 - Dirt & Gravel Program
 - Mountain Road Repair with FEMA Funds
- **Announcements**
 - Next Meeting: August 08, 2023 @ 6:00 p.m.
- **Adjourn Meeting**

Juniata Township

June 13, 2023

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
- Wayne Bradburn – Solicitor
- Tom Levine - Engineer
- Jamie Catanese - CEO
- Butch Dysard – Roadmaster

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the monthly township May 09, 2023 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. Seconded by Supervisor Stein. Unanimously approved by the Board.

- **Engineer Report**

- Tom reported the Roby lot merger plan was refiled, based on Tom's review comments, with revisions to the Huntingdon County Planning Commission.
- Payne/Urban Ranch planning module was filed on behalf of the township on June 9, 2023, with the DEP Altoona office.
- Examined a flood plain review, prepared by Josh Gunnett, for Savino on Point Road.
- Tom examined the document and discussed some items with Gunnett. Request is still under review.

- **Solicitor Report**

- Solicitor Bradburn reported that several months ago the Board of Supervisors enlisted insurance council to represent the township in the matter of Stewart vs. Ridgeview Campground and Juniata Township.
- Preliminaries hearings were filed by all parties. Oral arguments are scheduled for June 26, 2023 @ 1:00 p.m.
- Recommended at last meeting that the Board of Supervisors accept the resignation of Wilbur Hall, Jr. effective May 15, 2023. Unfortunately, Wib passed away on May 12, 2023.
- Advertised in the Daily News for residents interested in the vacant supervisor position.
- Bradburn referred back to an issue brought up by Justin Stoner at last month's meeting regarding a commercial business owned by Carl Grove that may or may not be conducting business out of a new home being constructed by Grove. At this time, the Board of Supervisors consider this issue to be dormant because the project is currently under construction. If in the future there is a commercial business being run out of the home, then Grove would have to comply with the Juniata Township SALDO.
- Stoner asked if the Supervisors could include a clear definition of a commercial business in the SALDO.

Supervisor Stein took a moment to remember, Wilbur Hall, Jr., who served as a Juniata Township Supervisor for over 40 years. Supervisor Stein stated that Wib's passing is a tremendous loss for the township.

PUBLIC FORUM

- **Justin Stoner/Ridgeview Campground**
 - Campground is officially open. Passed all inspections.
- **Harlan Byers**
 - Byers asked Board of Supervisors if they are still looking for members to form a planning commission. Supervisors stated that yes, they are still interested in forming a planning commission.

NEW BUSINESS

- **Vacant Supervisor Seat – Appointment until December 31, 2023**

- Supervisor Stein asked for any persons interested in the position to please step forward. Tim Brown and Duane Dysard both expressed interest in the position.
- Supervisors conducted a brief interview with each candidate. After the interviews, Supervisor Stein and Parks agreed that both Brown and Dysard were qualified for the position.
- Supervisors ultimately decided to appoint Tim Brown to fill the vacant seat until 12/31/2023. If Brown would like to continue in the position after 12/31/2023, he will have to run a write in campaign for the position in the November election.

Supervisor Stein motioned to appoint Tim Brown to the vacant Juniata Township Supervisor position until 12/31/2023. Seconded by Supervisor Parks. Unanimously approved by the board.

- Arrangements will be made to have Brown sworn in to the position of Juniata Township Supervisor.
- **Short-Term Rental Enforcement Officer Position**
 - Judy Reed and Tammy Dysard applied for the position.

Supervisor Stein motioned to hire both Judy Reed and Tammy Dysard for the position at a rate of \$15.00/hour. Seconded by Supervisor Parks. Unanimously approved by the board.

- Supervisors asked Attorney Bradburn if Reed and Dysard need to be bonded for the position. Bradburn will research and report at next meeting.

REPORTS

- **Construction Code Enforcement**
 - See attached report.
- **Road Master/Supervisor Report**
 - Drain tiles installed on Mountain Road.
 - Weed eating throughout the township.

OLD BUSINESS

- **Recreational Cabins**
 - No new developments.
- **Dirt & Gravel Program**

- Duane Dysard and Duane McConaughey are attending the 2-day Dirt & Gravel training in Altoona.
- **Announcements**
 - Next meeting Tuesday, June, 13, 2023 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 7:00 p.m. Seconded by Supervisor Stein.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

June 14 through July 11, 2023

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
GENERAL FUND INCOME			
G321.71 · Amusement Tax	462.50	0.00	462.50
Total GENERAL FUND INCOME	462.50	0.00	462.50
STATE FUND INCOME			
S431.00 · INTEREST EARNINGS.			
S431.01 · Interest on Checking	0.00	3.15	3.15
Total S431.00 · INTEREST EARNINGS.	0.00	3.15	3.15
Total STATE FUND INCOME	0.00	3.15	3.15
G301.00 · REAL PROPERTY TAXES			
G301.10 · Real Estate Taxes Current Year	524.16	0.00	524.16
Total G301.00 · REAL PROPERTY TAXES	524.16	0.00	524.16
G310.00 · PER CAPITA TAXES			
G310.01 · Per Capita Taxes Current Year	20.00	0.00	20.00
Total G310.00 · PER CAPITA TAXES	20.00	0.00	20.00
G310.20 · EARNED INCOME TAX			
G310.21 · Earned Income Tax Current Year	3,210.80	0.00	3,210.80
G310.22 · Earned Income Tax Prior Year	-204.61	0.00	-204.61
Total G310.20 · EARNED INCOME TAX	3,006.19	0.00	3,006.19
G310.50 · LST TAX			
G310.51 · LST Current Year	7.00	0.00	7.00
Total G310.50 · LST TAX	7.00	0.00	7.00
G331.00 · FINES			
G331.13 · State Police Fines	32.50	0.00	32.50
Total G331.00 · FINES	32.50	0.00	32.50
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	1.39	0.00	1.39
Total G341.00 · INTEREST EARNINGS	1.39	0.00	1.39
G362.0 · PUBLIC SFTY			
G362.44 · Sewage Permits/SEO Fees	400.00	0.00	400.00
Total G362.0 · PUBLIC SFTY	400.00	0.00	400.00
Total Income	4,453.74	3.15	4,456.89
Expense			
GENERAL FUND EXPENSES			
PUBLIC WRKS HIGHWAYS ROADS & ST			
G437.00 · Repairs of Tools & Machinery	4.32	0.00	4.32
Total PUBLIC WRKS HIGHWAYS ROADS & ST	4.32	0.00	4.32
Total GENERAL FUND EXPENSES	4.32	0.00	4.32
GENERAL GOV'T BLDG & PLANT			
G409.37 · Building Repair/Maintenance	70.00	0.00	70.00
Total GENERAL GOV'T BLDG & PLANT	70.00	0.00	70.00
GENERAL GOVERNMENT			
G404.00 · Solicitor	2,172.70	0.00	2,172.70
Total GENERAL GOVERNMENT	2,172.70	0.00	2,172.70

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

June 14 through July 11, 2023

	General Fund	State Fund	TOTAL
INSURANCE CASUALTY & SURETY			
G486.10 · Insurance - Liability	412.82	0.00	412.82
G486.30 · Insurance - Automobile	339.90	0.00	339.90
G486.70 · Worker's Compensation	223.74	0.00	223.74
Total INSURANCE CASUALTY & SURETY	976.46	0.00	976.46
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	312.50	0.00	312.50
P400.12 · Roadmaster Wages	28.50	0.00	28.50
P405.10 · Secretary Wages	810.00	0.00	810.00
P409.37 · Building Repair/Maint	0.00	0.00	0.00
P419.00 · STR Enforcement	93.75	0.00	93.75
P432.00 · Winter Maintenance	0.00	0.00	0.00
P437.00 · Repairs of Tools & Machinery	399.00	0.00	399.00
P438.00 · Repair/Maint Roads & Bridges	1,585.50	0.00	1,585.50
PAYROLL EXPENSES - Other	360.54	0.00	360.54
Total PAYROLL EXPENSES	3,589.79	0.00	3,589.79
STATE FUND EXPENSES			
S437.00 · Repairs of Tools & Machinery	0.00	516.85	516.85
Total STATE FUND EXPENSES	0.00	516.85	516.85
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	117.90	0.00	117.90
Total G400.00 · Travel Reimbursement	117.90	0.00	117.90
G403.00 · Tax Collection			
G403.28 · Tax Collection Fees	52.60	0.00	52.60
Total G403.00 · Tax Collection	52.60	0.00	52.60
G405.34 · Advertising	29.15	0.00	29.15
G409.31 · Dues & Subscriptions	240.00	0.00	240.00
G410.00 · Public Safety			
G419.31 · Sewage Permits (SEO Fees)	400.00	0.00	400.00
Total G410.00 · Public Safety	400.00	0.00	400.00
G442.00 · Utilities	89.41	0.00	89.41
G471.00 · Debt Service			
G471.10 · Debt Principal	491.04	0.00	491.04
G472.10 · Debt Interest	29.99	0.00	29.99
Total G471.00 · Debt Service	521.03	0.00	521.03
Total Expense	8,263.36	516.85	8,780.21
Net Ordinary Income	-3,809.62	-513.70	-4,323.32
Net Income	-3,809.62	-513.70	-4,323.32

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Balance Sheet

As of July 11, 2023

	Jul 11, 23
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	33,801.92
G101.00 · MUNICIPAL ADVANTAGE ACCT	72,200.55
S101.00 · STATE FUND	75,191.25
Total Checking/Savings	181,193.72
Total Current Assets	181,193.72
TOTAL ASSETS	181,193.72
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	483.76
G211.00 · Social Security Withheld	590.71
G211.10 · Social Security - Company	590.71
G212.00 · Local Income Taxes Withheld	179.63
G213.00 · Medicare Tax Withheld	276.30
G217.00 · State Income Tax Withheld	292.52
G219.00 · EMST Tax Withheld	1.60
G221.00 · PA UC Tax Withheld	9.81
G222.00 · PA UC Company	520.57
G21000 · PAYROLL LIABILITIES - Other	81.83
Total G21000 · PAYROLL LIABILITIES	3,027.44
Total Other Current Liabilities	3,027.44
Total Current Liabilities	3,027.44
Total Liabilities	3,027.44
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	108,644.74
Net Income	45,852.73
Total Equity	178,166.28
TOTAL LIABILITIES & EQUITY	181,193.72

Truck loan \$ 7575.95

JUNIATA TOWNSHIP

MAY 2023 ACTIVITY REPORT FOR JUNE 2023 MEETING

Ridge View Campground- The time dosing panels were installed and final inspection was conducted. The septic system went online May 26th. Preformed setback checks for the shower house and the playground.

Mark Savino, 11263 Point Rd. - Submitted the flood way application through his Gunnett engineering. Sent on to Tom Lavine for review and comment.

Charles Mangas 8561 Awkerman Rd.- Mr. Mangas wants to replace his seasonal porch with a new porch and also do some interior renovations to accommodate handicap access. The property is located in the flood way. I told him to contact an engineer to help with the paperwork needed for the permitting. I sent his engineer a copy of the flood ordinance.

Brian Chrisemer, 12537 Piney Ridge Rd.- Obtained a permit from Bureau Veritas to turn the cabin into residential status. He has reported that he is close to be complete with the required modifications and will present the occupancy permit when they are

Lisa Adams- Henderson / Overlook Rd.-I received a call from Mrs. Adams. They want to turn their car port into a "Florida Room" living space. I explained to them again that the lot is non-building status and must be served by septic to accommodate any living quarters. In order to obtain building status some form of planning would be required. They currently have a single camper on site they use in the summer.

Shrack Realty / Ryan Sample – 12163 Henderson Overlook Rd.- I received a call about the property that is for sale and under contract. The home inspector found a possible issue with the septic system. I visited the site and found no regulator malfunction. The inspection report was inadequate, and I recommended that they have a PSMA test completed to judge the health of the septic system.

Timothy & Heather Caracciolo 12345 Henderson Overlook Rd.,- The trailer was removed and they replaced it with one camper.

Date: June 13, 2023

Print Name

Justin Stoner

Butch Dysand

Tammy Dysart

Tim Brown

Avery & Co

Joe Long

Joe Thompson

Deb Goss