

## **Juniata Township Meeting**

**September 12, 2023**

### **Agenda:**

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Approval of Minutes and Financial Report**
- **Engineer Report**
- **Solicitor Report**
- **Public Forum**
  -
- **New Business**
  - New Equipment Purchases/Leases
  -
- **Reports**
  - STR Enforcement
  - Construction Code Enforcement
  - Road Master/Supervisor
- **Old Business**
  - Dust Control Point Road
  - Recreational Cabins
  - Dirt & Gravel Program
- **Announcements**
  - Next Meeting: October 10, 2023 @ 6:00 p.m.
- **Adjourn Meeting**

## **Juniata Township**

**August 08, 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
- Tim Brown - Supervisor
- Leslie McDermott – Secretary/Treasurer
- Wayne Bradburn – Solicitor
- Tom Levine - Engineer
- Jamie Catanese - CEO
- Butch Dysard – Roadmaster
- Tammy Dysard – STR Enforcement
- Judy Reed – STR Enforcement

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the monthly township July 11, 2023 meeting.

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

- **Engineer Report – Tom Levine**
  - Levine reported on the Urban Saddle Ranch Event Center/Payne that he took the planning module drawing that is on file and reviewed it for conformance to the Juniata Township SALDO.
  - Levine identified some items that can be required from Mr. Payne to conform to the SALDO if the Board of Supervisors so choose.

1. Where the constructed access to the event center intersects with Ripka Lane. Supervisors may require that the intersection be reconstructed in such a way to ensure better site distance for cars exiting the event center.

*Board of Supervisors asked John Young to review exit.*

2. Supervisors may require site grading, drainage, storm water or erosion control after the fact.

*Board of Supervisors will not make this a requirement.*

3. Supervisors may require stop signs and road name signs.

*Board of Supervisors asked Mr. Payne that event center be clearly marked by signs.*

4. Supervisors may request a hydrogeologic study.

*Board of Supervisors will not make this a requirement.*

5. Lighting related to the safety of the structure not to the township.

*Board of Supervisors asked Mr. Payne to install adequate lighting for safety.*

- Mr. Payne addressed the Board of Supervisors stating that there are approximately 24 parking spots for the event center. Payne plans to shift parking for the cabins closer to each cabin. Will be offering shuttles from the shopping center in for larger events. Opening another access road to the event center. Maximum occupancy for the event center is

- **Solicitor Report – Wayne Bradburn**

- **Stewart Litigation**

- In the Ken Stewart litigation, oral arguments were heard in the Huntingdon County Court of Common Pleas on July 31, 2023 @ 1:30 p.m.
- During the course of the oral arguments, the plaintiffs conceded that they are not entitled to attorneys' fees and conceded that they had no right to a jury trial.
- Court ruled that the Stewart's claim that their property was substantially affected by the construction of the campground was insufficient to sustain a cause of action of action against Juniata Township or Ridgeview Campground LLC.
- Court allowed Stewart's 30 days to file an amended pleading.

### **Definition of Commercial Property/No Impact Home Based Business**

- Presented memo to Board of Supervisors defining a commercial property and no impact home-based businesses. Supervisors will review and agree on definition of commercial property/no impact home-based business for next meeting to include in Juniata Township SALDO.

### **PUBLIC FORUM**

- **Dust Control on Point Road**

- Township resident, Thomas Walz, asked if township could use liquid calcium chloride to control the dust on Point Road
- Calcium chloride brine is water soluble therefore, may not last long.
- Tom Levine will research and report at next meeting.
- Butch Dysard suggested considering Dirt & Gravel for the road.
- Calcium chloride could negatively impact wells and river.

### **NEW BUSINESS**

- **Equipment Pricing**

- Supervisors are obtaining quotes for a new dump truck and a new tractor. Exploring purchasing through Co-Stars for municipalities.

### **REPORTS**

- **Construction Code Enforcement**

- See attached report.

- **STR Enforcement – Judy Reed/Tammy Dysard**

- Have a compiled list of short-term rentals.
- Have had many negative comments from rental owners.
- Many issues still need to be addressed in the enforcement of short-term rentals.

- **Road Master/Supervisor Report**

- Mowing roads. By the spillway right now.
- Completed repairs in Riverview Heights.
- Need to do some hot patching in Riverview Heights. Butch stated that the township does not have the equipment to do the repairs properly. Need to contract someone to do the repairs. Tom Levin will get pricing on repairs.
- Jamie Catanese reported that there are areas on Henderson Overlook where the road is washing away.

## **OLD BUSINESS**

- **Recreational Cabins**
  - No new developments.
- **Dirt & Gravel Program**
  - Will be submitting paperwork to request Dirt and Gravel funding.

## **ANNOUNCEMENTS**

- Corbin's Bridge will be closed for 3 days to complete work on approach.  
Will post notification in The Daily News if not done by contractor.
- Next meeting Tuesday, September 12, 2023 @ 6:00 p.m.

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

9:08 AM

09/12/23

Cash Basis

## BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

## Profit &amp; Loss by Class

August 9 through September 12, 2023

	ARPA	General Fund	State Fund	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>GENERAL FUND INCOME</b>				
G321.60 · STR Permits	0.00	300.00	0.00	300.00
G321.71 · Amusement Tax	0.00	1,314.83	0.00	1,314.83
G321.80 · Franchise Fees	0.00	812.35	0.00	812.35
G361.35 · Flood Plain Permits	0.00	58.00	0.00	58.00
Total GENERAL FUND INCOME	0.00	2,485.18	0.00	2,485.18
<b>STATE FUND INCOME</b>				
<b>S431.00 · INTEREST EARNINGS.</b>				
S431.01 · Interest on Checking	0.00	0.00	3.05	3.05
Total S431.00 · INTEREST EARNINGS.	0.00	0.00	3.05	3.05
Total STATE FUND INCOME	0.00	0.00	3.05	3.05
<b>G301.00 · REAL PROPERTY TAXES</b>				
G301.10 · Real Estate Taxes Current Year	0.00	710.84	0.00	710.84
Total G301.00 · REAL PROPERTY TAXES	0.00	710.84	0.00	710.84
<b>G310.00 · PER CAPITA TAXES</b>				
G310.01 · Per Capita Taxes Current Year	0.00	5.25	0.00	5.25
Total G310.00 · PER CAPITA TAXES	0.00	5.25	0.00	5.25
G310.10 · Real Estate Transfer Tax	0.00	2,484.30	0.00	2,484.30
<b>G310.20 · EARNED INCOME TAX</b>				
G310.21 · Earned Income Tax Current Year	0.00	5,672.31	0.00	5,672.31
G310.22 · Earned Income Tax Prior Year	0.00	51.50	0.00	51.50
Total G310.20 · EARNED INCOME TAX	0.00	5,723.81	0.00	5,723.81
<b>G310.50 · LST TAX</b>				
G310.51 · LST Current Year	0.00	122.41	0.00	122.41
Total G310.50 · LST TAX	0.00	122.41	0.00	122.41
<b>G341.00 · INTEREST EARNINGS</b>				
G341.01 · Interest on Checking	0.00	1.21	0.00	1.21
G341.00 · INTEREST EARNINGS - Other	315.34	0.00	0.00	315.34
Total G341.00 · INTEREST EARNINGS	315.34	1.21	0.00	316.55
<b>G362.0 · PUBLIC SFTY</b>				
G362.41 · Bldg Pmts	0.00	234.45	0.00	234.45
Total G362.0 · PUBLIC SFTY	0.00	234.45	0.00	234.45
G391.10 · Sale of Assets	0.00	1,800.00	0.00	1,800.00
Total Income	315.34	13,567.45	3.05	13,885.84
<b>Expense</b>				
<b>GENERAL FUND EXPENSES</b>				
<b>PUBLIC WRKS HIGHWAYS ROADS &amp; ST</b>				
G437.00 · Repairs of Tools & Machinery	0.00	86.28	0.00	86.28
G438.00 · Maint & Repair Roads Bridges	0.00	7,462.95	0.00	7,462.95
Total PUBLIC WRKS HIGHWAYS ROADS & ST	0.00	7,549.23	0.00	7,549.23
Total GENERAL FUND EXPENSES	0.00	7,549.23	0.00	7,549.23
<b>GENERAL GOV'T BLDG &amp; PLANT</b>				
G409.37 · Building Repair/Maintenance	0.00	60.00	0.00	60.00
Total GENERAL GOV'T BLDG & PLANT	0.00	60.00	0.00	60.00
<b>GENERAL GOVERNMENT</b>				
G404.00 · Solicitor	0.00	2,040.00	0.00	2,040.00
Total GENERAL GOVERNMENT	0.00	2,040.00	0.00	2,040.00
<b>INSURANCE CASUALTY &amp; SURETY</b>				
G486.10 · Insurance - Liability	0.00	412.82	0.00	412.82
G486.30 · Insurance - Automobile	0.00	339.89	0.00	339.89
G486.70 · Worker's Compensation	0.00	420.74	0.00	420.74
Total INSURANCE CASUALTY & SURETY	0.00	1,173.45	0.00	1,173.45
<b>PAYROLL EXPENSES</b>				
P400.05 · Supervisor Wages	0.00	468.75	0.00	468.75
P400.12 · Roadmaster Wages	0.00	104.50	0.00	104.50
P405.10 · Secretary Wages	0.00	810.00	0.00	810.00
P419.00 · STR Enforcement	0.00	285.00	0.00	285.00
P438.00 · Repair/Maint Roads & Bridges	0.00	3,263.00	0.00	3,263.00
PAYROLL EXPENSES - Other	0.00	542.90	0.00	542.90
Total PAYROLL EXPENSES	0.00	5,474.15	0.00	5,474.15

9:08 AM

## BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

## Profit &amp; Loss by Class

09/12/23

August 9 through September 12, 2023

Cash Basis

	ARPA	General Fund	State Fund	TOTAL
STATE FUND EXPENSES				
S437.00 · Repairs of Tools & Machinery	0.00	0.00	1,126.38	1,126.38
S438.00 · Repair/Maint Roads & Bridges	0.00	0.00	3,129.59	3,129.59
Total STATE FUND EXPENSES	0.00	0.00	4,255.97	4,255.97
G403.00 · Tax Collection				
G403.28 · Tax Collection Fees	0.00	104.44	0.00	104.44
Total G403.00 · Tax Collection	0.00	104.44	0.00	104.44
G405.21 · Office Supplies	0.00	42.97	0.00	42.97
G405.23 · Postage and Delivery	0.00	118.00	0.00	118.00
G405.34 · Advertising	0.00	184.85	0.00	184.85
G430.00 · General Services				
G430.39 · Equipment Rental	0.00	480.00	0.00	480.00
Total G430.00 · General Services	0.00	480.00	0.00	480.00
G442.00 · Utilities	0.00	179.17	0.00	179.17
G471.00 · Debt Service				
G471.10 · Debt Principal	0.00	494.80	0.00	494.80
G472.10 · Debt Interest	0.00	26.23	0.00	26.23
Total G471.00 · Debt Service	0.00	521.03	0.00	521.03
Total Expense	0.00	17,927.29	4,255.97	22,183.26
Net Ordinary Income	315.34	-4,359.84	-4,252.92	-8,297.42
Net Income	315.34	-4,359.84	-4,252.92	-8,297.42

9:08 AM

09/12/23

Cash Basis

## BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

## Balance Sheet

As of September 12, 2023

	Sep 12, 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	22,008.12
G101.00 · MUNICIPAL ADVANTAGE ACCT	72,819.29
S101.00 · STATE FUND	66,205.21
Total Checking/Savings	161,032.62
Total Current Assets	161,032.62
<b>TOTAL ASSETS</b>	<b>161,032.62</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	407.88
G211.00 · Social Security Withheld	410.54
G211.10 · Social Security - Company	410.54
G212.00 · Local Income Taxes Withheld	138.34
G213.00 · Medicare Tax Withheld	192.02
G217.00 · State Income Tax Withheld	203.30
G219.00 · EMST Tax Withheld	0.80
G221.00 · PA UC Tax Withheld	6.01
G222.00 · PA UC Company	319.01
G21000 · PAYROLL LIABILITIES - Other	21.32
Total G21000 · PAYROLL LIABILITIES	2,109.76
Total Other Current Liabilities	2,109.76
Total Current Liabilities	2,109.76
Total Liabilities	2,109.76
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	108,655.26
Net Income	26,598.79
Total Equity	158,922.86
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>161,032.62</b>

Truck Loan - \$6587.35



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# JUNIATA TOWNSHIP

## JUNE 2023 ACTIVITY REPORT FOR AUGUST 2023 MEETING

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**Brian Chrisemer, 12537 Piney Ridge Rd.-** I received a copy of the occupancy permit that has a final inspection date of May 31, 2023.

**Ron Mangus, Awkerman Rd.-** I received a call from Mr. Mangus stating he wants to reduce his floodway project to replacing his porch that is falling apart with no expansion.

**Andrew & Ashley Dicken, 11532 Point Rd.-** Certified letter sent to address a report of multiple campers on his lot without a sewage permit. Mr. Dicken responded and he is going to look into the property history and I will look for any information in the files.

**Tim Still, 12192 Henderson Overlook Rd.-** Called with a clarification of side yard setback.

**Eric Norris, 12134 Eagles View Dr.,-** Percolation testing completed. Land development plan will be created by John Young Surveying to add an additional dwelling to an existing lot.

**Robert Payne, Cottage Circle.-** DEP has approved the planning module and authorized me to permit commercial low flow holding tanks for sewage part of the project. Waiting for the land development to be completed before moving on with permitting of the holding tank and prebuilding permit checks.

**Family Campground-** I inspected the hook up of the bathroom building sewer at the new pavilion. As This pavilion is for current guests only and no increase in sewage flows will be generated by the new bathroom.

# Juniata Township Board of Supervisors Meeting Sign-in Sheet

Date: August 08, 2023

Signature

Print Name

Quatt A. Reed

Tudette A. Reed

Linnette Brown

Tim Brown

Dwayne Dystard

Dwayne Dystard

Justin Stour

Justin Stour

Thomas E. Walz

Thomas E. Walz

Lee Goss

Lee Goss