

Juniata Township Meeting

March 12, 2024

Agenda:

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Approval of Minutes and Financial Report**
- **Engineer Report**
- **Solicitor Report**
- **Public Forum**
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- **New Business**
 - Amusement Tax Ordinance
- **Reports**
 - STR Enforcement
 - Construction Code Enforcement
 - Road Master/Supervisor
- **Old Business**
 - Badging of Vehicles with Juniata Township Logo
 - Gas Powered Tamper for D&G Project
 - Road Resurfacing
 - Hazardous Material Endorsement
- **Announcements**
 - Next meeting Tuesday, April 09, 2024 @ 6:00 p.m. Regular monthly meeting to follow.
- **Adjourn Meeting**

Juniata Township

February 13, 2024

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
- Carl Grove - Supervisor
- Leslie McDermott – Secretary/Treasurer
- Wayne Bradburn – Solicitor
- Butch Dysard – Roadmaster
- Tammy Dysard – STR Enforcement
- Judy Reed – STR Enforcement

Not Present

- Carl Grove – Supervisor
- Wayne Bradburn – Solicitor

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the monthly township January 02, 2024 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 Levine**

- Levine visited Stone Bridge Hollow Road, Riverview Heights, Henderson Overlook Road and Crestwood Drive in the fall for spring improvement projects.
- Considering the current conditions of the roads and limited funds, Levine recommends chip seal as the best option for road improvements.
- The first step in the improvements should be to improve drainage by the removal of accumulated wind row along edges of all the roads. Levin spoke with Penn Township which has a grader and an operator. Suggested hiring Penn Township to complete this portion of the road improvements. Will obtain pricing from Penn Township and report at next meeting.
- Levine asked Supervisors to come up with a budget and identify which road is in most need of improvement.

- **Solicitor Report – Wayne Bradburn**

- No report. Bradburn not present.

PUBLIC FORUM

- **Clay McMath – Brown & Walters Insurance Agency**

- McMath attended the meeting to go over pollution liability insurance coverage.
 - Township does have limited pollution coverage under current policy.
 - Under current auto policy, if involved in an accident and there is a spill of any fluids that would be automatically covered from a pollution liability cleanup stand point.
 - Township also carries optional coverage pollution liability for what is transported on the township vehicles. For example, the slide on fuel tank.
 - There is also pollutant clean up coverage under current property policy but it has to be from a covered loss such as a fire or vandalism that caused the loss.
 - The inland marine coverage under current policy offers pollution liability on mobile equipment under a covered loss.
 - Mechanical break downs do not qualify as a covered loss.
 - Since the cost of the additional insurance is \$2,645 per year with a \$5,000 deductible, McMath suggested the township pass costs onto

contractors hired the township by adding a stipulation in the bidding process to require that the contractors carry pollutant clean up coverage.

- Supervisors will revisit at next meeting.

NEW BUSINESS

- **Quotes for Service Truck Tires**

- Six tires are needed to get the truck inspected in March.
 - Sheffield's – Travel Star Brand - \$1,102.70
 - Ford Dealer – Hankook - \$1,956.00
 - Stone Mountain – Hankook Brand (these are currently on the red Truck - \$1,625.70
 - Stone Mountain – Fulcan Brand - \$1,479.00
 - Stone Mountain – Cooper - \$1,461.00

Supervisor Parks motioned to purchase the Hankook tires from Stone Mountain for \$1,625.70. Seconded by Supervisor Stein. Unanimously approved by the Board.

- **Badging of Township Equipment**

- Chairman Stein obtained pricing from U.S. Municipal for 6 township logos for trucks. The logos are \$42.00 each. Township would have to install signs.
- Secretary McDermott suggested contacting WCS Signs for pricing because they will install the signs on the trucks.

- **Gas Powered Tamper**

- Chairman Stein reported that a tamper is need to install the new drain tiles for the Dirt and Gravel Program.
- Rental of a tamper is \$90.00/day. Would be more cost effective to purchase one.
- Stein will obtain quotes and present at next meeting.

- **Roadmaster/Supervisor Report**

- Need shale from D&G project.
- Some trees will need trimmed or removed for the D&G project.

OLD BUSINESS

- **2024 Amusement Tax Ordinance Revisions**

- Chairman Stein presented the Amusement Tax Ordinance with proposed amendments to the Board of Supervisors for approval stating that the reason for the amendments were:
 - Input from permit holders and BOS Workshop.
 - Incorporate corrections to formatting, spelling, punctuation, etc.
 - Institute a more flexible tax remittance schedule.
 - Incorporate lessons learned based on our first-year implementation experience.
 - The primary focus is on process optimization to make administration and reporting easier.
- Chairman Stein voiced his stance on the amended ordinance:
 - *I support this much needed ordinance revision except for one item. I do not agree that there is a need to issue an annual permit just so the township can collect an extra \$100.00 from each permit holder on January 1 of each year.*
 - *I believe once a permit holder has been approved to collect and remit the Amusement Tax for the benefit of Juniata Township, the permit should be valid for the term of ownership of that venue.*
 - *In today's terms, what we are considering invoking is called, "Pay to Play". As an example, it would be like the Board of Supervisors imposing a fee on our staff so they can have the privilege to support the Township as they perform those tasks that the Board of Supervisors cannot accomplish in the first place.*
 - *Here is where the beauty of municipal government and democracy comes into play. We have the freedom to discuss and state our opinions. And, we have the privilege to agree to disagree.*
 - *As Supervisors, we vote for or against a motion by considering what each of us believes is the right decision. In the end the motion will either pass or be rejected and if rejected, a different path will be negotiated. In essence, 2 out of 3 votes will either pass or defeat the motion. In the event of a tie (which can occur on occasion) the subject is tabled and delayed until the next meeting.*
 - *I personally do not support a motion where we annually dip into the pockets of the very folks, we are dependent upon to assist the Board of*

Supervisors to perform the Amusement Tax collection. Especially for a task we cannot accomplish without their support.

- *I was recently told "You don't get this." But I do.*
- *When this motion is presented, my vote will be "**NO**" because this flies in the face of my ethics, values, and principles. None of which are negotiable for "**30 pieces of silver**".*

ANNOUNCEMENTS

- Next meeting Tuesday, March, 12, 2024 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 7:12 p.m. Seconded by Supervisor Stein.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

February 14 through March 12, 2024

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
GENERAL FUND INCOME			
G321.60 · STR Permits	1,200.00	0.00	1,200.00
Total GENERAL FUND INCOME	1,200.00	0.00	1,200.00
STATE FUND INCOME			
S355.00 · STATE SHARE REV & ENTITLEMENTS			
S355.02 · Liquid Fuels Tax	0.00	56,787.10	56,787.10
Total S355.00 · STATE SHARE REV & ENTITLEMENTS	0.00	56,787.10	56,787.10
S431.00 · INTEREST EARNINGS.			
S431.01 · Interest on Checking	0.00	1.94	1.94
Total S431.00 · INTEREST EARNINGS.	0.00	1.94	1.94
Total STATE FUND INCOME	0.00	56,789.04	56,789.04
G310.10 · Real Estate Transfer Tax	392.00	0.00	392.00
G310.20 · EARNED INCOME TAX			
G310.22 · Earned Income Tax Prior Year	6,557.38	0.00	6,557.38
Total G310.20 · EARNED INCOME TAX	6,557.38	0.00	6,557.38
G310.50 · LST TAX			
G310.51 · LST Current Year	96.10	0.00	96.10
Total G310.50 · LST TAX	96.10	0.00	96.10
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	1.93	0.00	1.93
G341.00 · INTEREST EARNINGS - Other	307.47	0.00	307.47
Total G341.00 · INTEREST EARNINGS	309.40	0.00	309.40
G362.0 · PUBLIC SFTY			
G362.41 · Bldg Pmts	150.00	0.00	150.00
G362.44 · Sewage Permits/SEO Fees	385.00	0.00	385.00
Total G362.0 · PUBLIC SFTY	535.00	0.00	535.00
Total Income	9,089.88	56,789.04	65,878.92
Expense			
GENERAL GOV'T BLDG & PLANT			
G409.37 · Building Repair/Maintenance	12.71	0.00	12.71
Total GENERAL GOV'T BLDG & PLANT	12.71	0.00	12.71
GENERAL GOVERNMENT			
G408.00 · Engineering Services	4,420.40	0.00	4,420.40
Total GENERAL GOVERNMENT	4,420.40	0.00	4,420.40
INSURANCE CASUALTY & SURETY			
G486.10 · Insurance - Liability	412.78	0.00	412.78
G486.30 · Insurance - Automobile	489.69	0.00	489.69
G486.70 · Worker's Compensation	223.73	0.00	223.73
Total INSURANCE CASUALTY & SURETY	1,126.20	0.00	1,126.20
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	468.75	0.00	468.75
P400.12 · Roadmaster Wages	57.00	0.00	57.00
P405.10 · Secretary Wages	810.00	0.00	810.00
P409.37 · Building Repair/Maint	0.00	0.00	0.00
P413.00 · Code Enforcement Officer	30.00	0.00	30.00
P419.00 · STR Enforcement	255.00	0.00	255.00
P432.00 · Winter Maintenance	356.00	0.00	356.00
P437.00 · Repairs of Tools & Machinery	171.00	0.00	171.00
P438.00 · Repair/Maint Roads & Bridges	1,898.00	0.00	1,898.00
PAYROLL EXPENSES - Other	434.48	0.00	434.48
Total PAYROLL EXPENSES	4,480.23	0.00	4,480.23

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

February 14 through March 12, 2024

	General Fund	State Fund	TOTAL
STATE FUND EXPENSES			
S432.00 · Winter Maintenance Snow Removal	0.00	220.00	220.00
S438.00 · Repair/Maint Roads & Bridges	0.00	4,428.63	4,428.63
Total STATE FUND EXPENSES	0.00	4,648.63	4,648.63
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	47.03	0.00	47.03
G419.33 · Mileage - STR Enforcement	27.20	0.00	27.20
Total G400.00 · Travel Reimbursement	74.23	0.00	74.23
G403.00 · Tax Collection			
G403.28 · Tax Collection Fees	118.10	0.00	118.10
Total G403.00 · Tax Collection	118.10	0.00	118.10
G405.21 · Office Supplies	37.01	0.00	37.01
G405.23 · Postage and Delivery	12.54	0.00	12.54
G409.31 · Dues & Subscriptions	620.00	0.00	620.00
G410.00 · Public Safety			
G419.31 · Sewage Permits (SEO Fees)	410.00	0.00	410.00
Total G410.00 · Public Safety	410.00	0.00	410.00
G442.00 · Utilities	125.94	0.00	125.94
G471.00 · Debt Service			
G471.10 · Debt Principal	792.68	0.00	792.68
G472.10 · Debt Interest	608.88	0.00	608.88
Total G471.00 · Debt Service	1,401.56	0.00	1,401.56
Total Expense	12,838.92	4,648.63	17,487.55
Net Ordinary Income	-3,749.04	52,140.41	48,391.37
Net Income	-3,749.04	52,140.41	48,391.37

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Balance Sheet

As of March 12, 2024

	Mar 12, 24
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	47,500.51
G101.00 · MUNICIPAL ADVANTAGE ACCT/ARPA	74,727.91
S101.00 · STATE FUND	94,095.97
Total Checking/Savings	216,324.39
Total Current Assets	216,324.39
TOTAL ASSETS	216,324.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	442.76
G211.00 · Social Security Withheld	463.20
G211.10 · Social Security - Company	463.20
G212.00 · Local Income Taxes Withheld	158.15
G213.00 · Medicare Tax Withheld	216.66
G217.00 · State Income Tax Withheld	229.40
G219.00 · EMST Tax Withheld	20.80
G221.00 · PA UC Tax Withheld	6.43
G222.00 · PA UC Company	321.14
G21000 · PAYROLL LIABILITIES - Other	15.56
Total G21000 · PAYROLL LIABILITIES	2,337.30
Total Other Current Liabilities	2,337.30
Total Current Liabilities	2,337.30
Total Liabilities	2,337.30
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	119,736.13
Net Income	70,582.15
Total Equity	213,987.09
TOTAL LIABILITIES & EQUITY	216,324.39

Truck Loan \$ 85,962.13

JUNIATA TOWNSHIP

JANUARY REPORT 2024 ACTIVITY REPORT FOR FEBRUARY 2024 MEETING

Mark Gosselin- River View Hgts.- Mr. Gosselin is adding on to his garage. The total SF will remain under 1000sf. I checked the setbacks and issued him his permit.

Wagner Baha Dr.- Received a call from Africa Engineers asking what Mr. Wagner had to do to be in compliance. I explained he was in violation and must complete a land development for a campground. I let Mr. Locard know our ordinance was available on our website. He stated he was not sure if he was going to take on the project.

Chris Confer- Called to see if he had to pump his farmhouse rental on Grand View Ln., because it was not occupied and is just going into service. I let him know that the ordinance states he has to pump and have a third-party inspection to create a baseline and it reoccurs from there.

RidgeView Campground- I performed a setback check and prebuilding permit paperwork for a Planned pavilion.

Rhonda Wegner, 12747 Corbin Rd., Short Term Rental - Corbin Rd. Short term rental. Mrs. Wegner contacted me to obtain any septic permit information in the archived files pertaining to her property. I sent her a archive request form. She has not sent it back completed.

Anderson, Short Term Rental - Parks Rd.- Short term rental property. Mr. Anderson contacted me to check the records for his cabin off of Parks Road. I sent him the records request form and have not received it back.

Brantner 12163 Henderson Overlook Rd., Short term rental- Mr. Brantner contacted me because his septic inspection report indicated a possible regulatory malfunction. I had delt with this property in June of 2023 when the inspection was completed. At that time I found no regulatory malfunction. While speaking with Mr. Brantner I asked if I could visit the site again and check for malfunction to follow the ordinance. He agreed. I visited the site on 1/19/24. I confirmed no regulatory malfunction is present.

Jill Jones, Hunter Dr. Short term rental- I emailed Jill a copy of her septic permit.

Mike Fedash., Short term rental- Mike called about general septic and building permit info. He is working on his STR application.

Snyders Run Rd Complaint - Report of someone excavating their septic system without a permit. I will investigate further.

Juniata Township Board of Supervisors Meeting Sign-in Sheet

Date: February 13, 2024

Signature

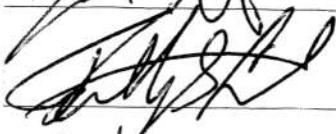
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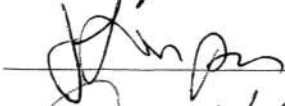
Clay McMath



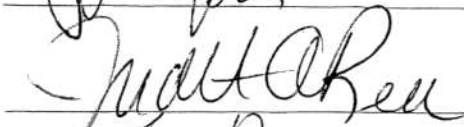
Justin Stoner



Tim Corbin



Joe Thompson



Judith Reed



Tim Brown