

Juniata Township Meeting

April 09, 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**
 - Public Hearing for Revised Amusement Tax Ordinance – May 14, 2024 @ 6:00 p.m.
 - Mowing at Township Building
- **Reports**
 - STR Enforcement
 - Construction Code Enforcement
 - Road Master/Supervisor
 - Grading Project
 - D&G Project
 - Road Resurfacing – Meeting with Penn Dot
- **Old Business**
 - Solar Farm Ordinance
- **Announcements**
 - Amusement Tax Ordinance Public Hearing Tuesday, May 14, 2024 @ 6:00 p.m. regular monthly meeting to follow.
- **Adjourn Meeting**

Juniata Township

March 12, 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
- Jamie Catanese – Code Enforcement
- Butch Dysard – Roadmaster
- Tammy Dysard – STR Enforcement

Not Present

- Wayne Bradburn – Solicitor
- Tom Levin - Engineer

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the monthly township February 13, 2024 meeting.

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

- **Engineer Report – Tom Levine**
 - No report. Levine not present.
- **Solicitor Report – Wayne Bradburn**
 - No report. Bradburn not present.

PUBLIC FORUM

- **Justin Stoner**
 - Justin sent the township an example of a form for contracts that the township could utilize for hiring contractors along with an example of insurance limits that are often requested.
 - At the last meeting, a discussion was held about Penn Township's STR applying to campgrounds that rent out campers. Justin made an inquiry and found that STR's do not apply in Penn Township to campgrounds. Although, cabins in a campground are not exempt from STR.
 - If a camper is used as an Air BNB, then it would fall under the STR.
 - There are several camper rental companies that bring campers to a campground and set them up for rent. There is no sure way to track these rentals.
 - Supervisor agreed more discussion is needed on this issue to determine a way to track all STR's.

NEW BUSINESS

- **Amusement Tax Ordinance Revisions**
 - Two versions of the ordinance were presented to the Board of Supervisors.
 - Version one stated that each applicant pays a yearly permit fee of \$100.00
 - Version two stated that each applicant pays a one-time permit fee of \$100.00 for the life of the owner of the property.
 - Both versions changed the remittance requirements from monthly to quarterly.
 - Chairman Stein stated that he is still opposed to the yearly permit fee. Supervisor Grove disagreed stating the township would lose money by not requiring a yearly permit fee.
 - Supervisor Parks expressed concern about the one-time permit will allow permit holders to possibly violate the ordinance. Supervisor

Stein stated that in the ordinance the township has the right to revoke the permit at any time for violations.

Supervisor Stein and Parks voted no to the version with the \$100.00 yearly fee. Supervisor Grove voted yes. The motion failed by a 2-1 vote.

Supervisor Stein made a motion to accept the version requiring that applicants pay a one-time permit fee of \$100.00 for the life of the owner of the permitted property. Seconded by Supervisor Parks. Supervisor Grove voted no. The motion carried by a 2-1 vote.

Supervisor Parks motioned to advertise the revised ordinance for the public hearing. Seconded by Supervisor Grove. Unanimously approved by the board.

REPORTS

▪ **STR Enforcement**

- 14 short-term rental properties have been issued.
- 3 properties are in the permitting process. Tammy needs to get with Jamie on the septic.
- Mike Fedash has not submitted anything as of yet. Tammy contacted Mr. Fedash and he assured her that she would have something to her this week.
- Tackling campgrounds with cabins is next on Tammy's list.
- Jamie asked about pumping reports for STR septic systems. Tammy will send Jamie a list.

▪ **Construction Code Enforcement (see attached report)**

- Savino flood plain – have not heard anything for 6-8 months. Jamie will reach out to engineers for an update.
- Wagner campers on Baja Drive – no contact from Wagner. Jamie will send Wagner a letter giving him 30 days to get an engineer on board.

Supervisor Stein motioned to have Jamie send Wagner a letter giving him 30 days to get an engineer on board to start working towards creating a campground. Seconded by Supervisor Parks. Unanimously approved by the board.

- Jamie advised the Supervisors to address solar farms and put controls in order before solar farms come to the township. Solar farms are noisy, unsightly, creates a glare and the lithium batteries can be hazardous. Jamie provided the township with an example solar farm ordinance.

- **Roadmaster/Supervisor Report**

- Ditches cleaned on Crestwood, River Road, Stonebridge, Henderson Hollow.
- Started D&G in kind work by trimming trees and cleaning brush.
- Whitsel's Excavating submitted a list of equipment along with pricing for equipment and operators.
- Whitsel's pricing is \$90.00/hour for any small equipment with operator and \$95.00/hour for a grader with operator.
- To grade both sides of Point Road, Stone Bridge Road, Bakers Hollow, Henderson Overlook and over the top of the Mountain to turn around which approximately 10.37 miles, it would cost approximately \$2,280 for 3 days to have Whitsel to complete the work. Additional costs to include township labor which will be needed for traffic control and operating township equipment needed for the project.
- Butch would also like have Whitsel roll River Road.

Supervisor Parks made a motion to hire Whitsel's Excavating to complete the grading project and roll River Road on the condition that Whitsel has proper insurance coverage. Seconded by Supervisor Grove. Unanimously approved by the board.

- Service truck is inspected and ready to go.

OLD BUSINESS

- **Badging of Township Equipment**

- Chairman Stein obtained pricing from U.S. Municipal and WCS Signs for vehicle badges. U.S. Municipal quoted \$240.00 and township would have to install signs. WCS Signs quoted \$265.00 which includes removal of old badges and installation of new.

Supervisor Parks motioned to purchase the truck logos from WCS Signs for \$265.00. Seconded by Supervisor Grove. Unanimously approved by the Board.

- **Gas Powered Tamper**

- Chairman Stein obtained a quote for a gas-powered tamper that is needed for the Dirt & Gravel project. The cost of tamper is \$2,200 from Pristows.

Supervisor Grove motioned to purchase the tamper from Pristows for \$2,200.00. Seconded by Supervisor Parks. Unanimously approved by the Board.

▪ **Road Resurfacing**

- Chairman Stein reported that the township needs to get started on road resurfacing. Chairman Stein proposed contacting Penn Dot for pricing and bidding information.

Supervisor Parks motioned to have Chairman Stein contact Penn Dot to proceed with road resurfacing project. Seconded by Supervisor Grove. Unanimously approved by the board.

▪ **Hazardous Material Insurance Endorsement**

- Supervisors have decided not to pick up the hazardous material insurance endorsement instead the township will require all contractors to have adequate insurance coverage.

ANNOUNCEMENTS

- Next meeting Tuesday, April, 09, 2024 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 7:16 p.m. Seconded by Supervisor Grove.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

March 14 through April 9, 2024

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
GENERAL FUND INCOME			
G321.70 · Amusement Tax Permits	100.00	0.00	100.00
Total GENERAL FUND INCOME	100.00	0.00	100.00
STATE FUND INCOME			
S431.00 · INTEREST EARNINGS.			
S431.01 · Interest on Checking	0.00	3.82	3.82
Total S431.00 · INTEREST EARNINGS.	0.00	3.82	3.82
Total STATE FUND INCOME	0.00	3.82	3.82
G310.20 · EARNED INCOME TAX			
G310.21 · Earned Income Tax Current Year	832.16	0.00	832.16
Total G310.20 · EARNED INCOME TAX	832.16	0.00	832.16
G331.00 · FINES			
G331.10 · Court - District Magistrate	100.00	0.00	100.00
Total G331.00 · FINES	100.00	0.00	100.00
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	2.03	0.00	2.03
G341.00 · INTEREST EARNINGS - Other	308.74	0.00	308.74
Total G341.00 · INTEREST EARNINGS	310.77	0.00	310.77
Total Income	1,342.93	3.82	1,346.75
Expense			
GENERAL GOVERNMENT			
G406.49 · Background Checks	22.00	0.00	22.00
Total GENERAL GOVERNMENT	22.00	0.00	22.00
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	223.72	0.00	223.72
Total INSURANCE CASUALTY & SURETY	1,126.19	0.00	1,126.19
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	468.75	0.00	468.75
P400.12 · Roadmaster Wages	76.00	0.00	76.00
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	138.75	0.00	138.75
P432.00 · Winter Maintenance	0.00	0.00	0.00
P437.00 · Repairs of Tools & Machinery	387.00	0.00	387.00
P438.00 · Repair/Maint Roads & Bridges	57.00	0.00	57.00
PAYROLL EXPENSES - Other	199.52	0.00	199.52
Total PAYROLL EXPENSES	2,137.02	0.00	2,137.02
STATE FUND EXPENSES			
S438.00 · Repair/Maint Roads & Bridges	0.00	409.66	409.66
Total STATE FUND EXPENSES	0.00	409.66	409.66
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	70.22	0.00	70.22
G419.33 · Mileage - STR Enforcement	13.13	0.00	13.13
Total G400.00 · Travel Reimbursement	83.35	0.00	83.35

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

March 14 through April 9, 2024

	<u>General Fund</u>	<u>State Fund</u>	<u>TOTAL</u>
G403.00 · Tax Collection			
G403.28 · Tax Collection Fees	14.57	0.00	14.57
G403.35 · Insurance & Bonding	100.00	0.00	100.00
Total G403.00 · Tax Collection	114.57	0.00	114.57
G405.26 · Small Tools & Minor Equipment	2,200.00	0.00	2,200.00
G442.00 · Utilities	481.74	0.00	481.74
G471.00 · Debt Service			
G471.10 · Debt Principal	837.22	0.00	837.22
G472.10 · Debt Interest	564.34	0.00	564.34
Total G471.00 · Debt Service	1,401.56	0.00	1,401.56
Total Expense	7,566.43	409.66	7,976.09
Net Ordinary Income	-6,223.50	-405.84	-6,629.34
Net Income	-6,223.50	-405.84	-6,629.34

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Balance Sheet

As of April 9, 2024

	<u>Apr 9, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	41,460.48
G101.00 · MUNICIPAL ADVANTAGE ACCT/ARPA	75,036.65
S101.00 · STATE FUND	93,690.13
Total Checking/Savings	<u>210,187.26</u>
Total Current Assets	<u>210,187.26</u>
TOTAL ASSETS	<u>210,187.26</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	301.76
G211.00 · Social Security Withheld	357.55
G211.10 · Social Security - Company	357.55
G212.00 · Local Income Taxes Withheld	187.21
G213.00 · Medicare Tax Withheld	167.24
G217.00 · State Income Tax Withheld	177.08
G219.00 · EMST Tax Withheld	30.80
G221.00 · PA UC Tax Withheld	7.45
G222.00 · PA UC Company	372.45
G21000 · PAYROLL LIABILITIES - Other	15.56
Total G21000 · PAYROLL LIABILITIES	<u>1,974.65</u>
Total Other Current Liabilities	<u>1,974.65</u>
Total Current Liabilities	<u>1,974.65</u>
Total Liabilities	<u>1,974.65</u>
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	119,736.13
Net Income	64,807.67
Total Equity	<u>208,212.61</u>
TOTAL LIABILITIES & EQUITY	<u>210,187.26</u>

Truck Loan - \$ 85,124.91

JUNIATA TOWNSHIP

MARCH 2024 MEETING

Wagner Baha Dr.- No new information. Supervisors should give direction.

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

Anderson, Short Term Rental - Parks Rd.- Records sent to Mr. Anderson for his STR Rental.

Snyders Run Rd Complaint. – Snyders run complaint. The property was just across the Smithfield Twp. Line. I forwarded the complaint to Smithfield Twp. Sewage Dpt.

Andrew Dicken Point Rd.- Mr. Dicken would like to erect a shed and hook up a single camper to the existing septic system. He is applying for a modification septic permit and Shed permit for land use.

Riverbank Campground – Report of construction without a permit.

Richard Diehl / Ridgeview Campground- pre permit for a metal car port for over a camper.

Lot 11 Raystown Reach- Mr Shaffer has a buyer for lot 11 and wants to re-permit the septic system for lot 11. Once he returns the permit application, I will verify the original testing and issue the permit if all is in order.

Michael Bowers, Lot 10 Cyote lane - Mr. Bowers is going to hook up a single park model camper to the septic system on lot 10 and is installing a camper pad. I checked the setbacks. Terry Hawn and Ben Varner will be installing the camper pad and access road.

Juniata Township Board of Supervisors Meeting Sign-in Sheet

Date: *March 12, 2024*

Signature

Print Name

[Handwritten Signature]

Justin Stoner

Chop Se

CHRISTIAN STAYO

[Handwritten Signature]

JOE THOMPSON

[Handwritten Signature]

Tim Brown