

Juniata Township Meeting

May 14, 2024

Agenda:

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Approval of Minutes and Financial Report**
- **Engineer Report**
- **Solicitor Report**
- **Public Forum**
 - John Young - Felton
- **New Business**
 - Cost Sharing of Tax Collector Software
- **Reports**
 - STR Enforcement
 - Construction Code Enforcement
 - Road Master/Supervisor
 - Grading Project
 - D&G Project
 - Road Resurfacing
- **Old Business**
 - Solar Farm Ordinance
- **Announcements**
 - Next meeting Tuesday, June 11, 2024 @ 6:00 p.m.
- **Adjourn Meeting**

Juniata Township

April 09, 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
- Leslie McDermott – Secretary/Treasurer
- Jamie Catanese – Code Enforcement
- Butch Dysard – Roadmaster

Not Present:

- Carl Grove – Supervisor
- Wayne Bradburn – Solicitor
- Tom Levin – Engineer
- Tammy Dysard – STR Enforcement

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the monthly township March 12, 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**
 - No report. Levine not present.
- **Solicitor Report – Wayne Bradburn**

- Bradburn not present but gave report to Chairman Stein on the Jeremy Eichelberger campground. The sheriff was unable to deliver letter to Eichelberger. Pursuing other avenues to contact Eichelberger.

PUBLIC FORUM

- **Justin Stoner – Ridgeview Campground**
 - Stoner would like to build a concrete dumpster pad with a cheek wall and a fence on top of the wall to make it aesthetically pleasing.
 - Wants to place pad in the set back. Flat work, the pad, can be placed in the set back and be surrounded by a fence but by adding the cheek wall it is building up and building a structure in the setback goes against the township's ordinance and will require a variance.
 - Chairman Stein stated that he doesn't like to issue variances because it sets a precedence but understands what Stoner is trying to do.
 - Supervisors told Stoner he may apply for a variance that will be voted on by the Supervisors at a public meeting.
 - Stoner has many campers wanting to build decks on their sites.
 - The Bureau of Veritas requires a permit if the deck is over 30" in height and if you are putting a roof on the deck.
 - Bureau of Veritas does not require a permit to attach a pre-engineered gazebo with a roof to a deck.
 - Stoner asked if campers do not need a permit for a deck does Jamie need to be contacted to which the Supervisors said yes.
 - Trying to come up with a plan so that Jamie would not have to go out to inspect every deck in the campground.
 - Jamie said many townships require a sketch of deck and a signed swearing statement to the measurements of the deck.
 - Jamie cautioned that if Board of Supervisors do it for Ridgeview Campground, they will have to do it for all campgrounds in the township
 - Supervisors will work with Jamie and Justin to establish a standard along with a fee and develop a form with a swearing statement for projects under 1,000 sq ft. in campgrounds.
- **Raystown Reach – M. L. Dietrich**
 - M. L. Dietrich, who resides in Raystown Reach, has recently taken over the lot owners association.
 - Wanted clarification on the SALDO and STR Ordinances to determine what the residents need to look at for the future.

- **Thomas Walz**
 - Walz attended the meeting to ask Supervisors to consider applying liquid calcium chloride to Point Road to control the dust.
 - Township would have to contact the Army Corps of Engineers and possibly the Huntingdon County Soil Conservation District because of the proximity of the road to the river.

NEW BUSINESS

- **Public Meeting for Revised Amusement Tax Ordinance**
 - Public meeting scheduled for May 14, 2024 at 6:00 p.m. regular monthly meeting will follow.
 - Since revised amusement tax ordinance has not been adopted, Supervisors will need to follow ordinance that is currently in place. Therefore, the \$100.00 yearly permit fee will collected for 2024.
- **Mowing at the Township Meeting**
 - Supervisor Parks motioned to have Oran “Butch” Woodward mow at the township building for 2024. Seconded by Supervisor Stein. Unanimously approved by the Board.

REPORTS

- **STR Enforcement – Tammy Dysard**
 - No report. Tammy not present.
 - Harlan Byers asked if all short-term rentals have been identified. Former STR Enforcement officer, Judy Reed, explained the process that is used to identify the rentals in the township but cautioned that there may be some that have not been identified yet.
- **Construction Code Enforcement (see attached report)**
 - See attached report.
 - Jamie met with Dr. Anderson who has been unable to obtain an STR permit due to the size of his septic. Capacity for the property at this time is 17.5 occupants according to the size of the septic system.
 - Dr. Anderson is working with Jamie to expand his septic system and/or do something with time dosing to increase the capacity of rentals.
 - Jamie inspected current septic system and found it to be in working order and recommended that the Supervisors allow Anderson continue to rent at the 17.5 occupant capacity while he pursues the expansion of his septic system. Supervisors agreed to allow Dr. Anderson continue to rent.

- Jill Jones also contacted Jamie about time dosing to expand occupant capacity at her short-term rental property.
- **Roadmaster/Supervisor Report**
 - Fixing potholes on River Road.
 - Laid out 5 or 6 drain tiles on Mountain Road.
 - Grading Project
 - Whitsel's Excavating plans to bring the grader and roller out this week in case he can start the job sooner. If not, the job will be started on April 22, 2024.
 - D&G Project
 - Dirt & Gravel is going to advance 50% of the grant to the township.
 - Will need to verify if a separate bank account is needed for Dirt & Gravel.
 - Road Resurfacing
 - Supervisors Stein has a meeting with a Penn Dot representative on May 08, 2024 to survey the roads. Stein asked Engineer Levine to be the point person on the project.
 - Tax Collector
 - Tax collector, Marcia Fisher, asked to use the township building for tax collection. Supervisors will allow her to use the building if she can provide township with a schedule.

OLD BUSINESS

- **Solar Farm Ordinance**
 - Working to obtain solar ordinances from nearby municipalities.

ANNOUNCEMENTS

- Next meeting Tuesday, June 11, 2024 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 7:32 p.m. Seconded by Supervisor Stein.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

April 10 through May 14, 2024

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
GENERAL FUND INCOME			
G321.70 · Amusement Tax Permits	500.00	0.00	500.00
G321.71 · Amusement Tax	1,601.81	0.00	1,601.81
Total GENERAL FUND INCOME	2,101.81	0.00	2,101.81
STATE FUND INCOME			
S431.00 · INTEREST EARNINGS.			
S431.01 · Interest on Checking	0.00	4.11	4.11
Total S431.00 · INTEREST EARNINGS.	0.00	4.11	4.11
Total STATE FUND INCOME	0.00	4.11	4.11
G301.00 · REAL PROPERTY TAXES			
G301.10 · Real Estate Taxes Current Year	21,374.46	0.00	21,374.46
G301.40 · Real Estate Taxes Delinquent TB	1,522.80	0.00	1,522.80
Total G301.00 · REAL PROPERTY TAXES	22,897.26	0.00	22,897.26
G310.00 · PER CAPITA TAXES			
G310.01 · Per Capita Taxes Current Year	426.30	0.00	426.30
Total G310.00 · PER CAPITA TAXES	426.30	0.00	426.30
G310.10 · Real Estate Transfer Tax			
G310.20 · EARNED INCOME TAX	2,601.90	0.00	2,601.90
G310.21 · Earned Income Tax Current Year	5,125.71	0.00	5,125.71
Total G310.20 · EARNED INCOME TAX	5,125.71	0.00	5,125.71
G310.50 · LST TAX			
G310.51 · LST Current Year	113.60	0.00	113.60
Total G310.50 · LST TAX	113.60	0.00	113.60
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	2.23	0.00	2.23
G341.00 · INTEREST EARNINGS - Other	342.09	0.00	342.09
Total G341.00 · INTEREST EARNINGS	344.32	0.00	344.32
G342.00 · RENTS & ROYALTIES			
G342.20 · Rent of Buildings	40.00	0.00	40.00
Total G342.00 · RENTS & ROYALTIES	40.00	0.00	40.00
G362.0 · PUBLIC SFTY			
G362.41 · Bldg Pmnts	264.95	0.00	264.95
G362.44 · Sewage Permits/SEO Fees	560.00	0.00	560.00
Total G362.0 · PUBLIC SFTY	824.95	0.00	824.95
Total income	34,475.85	4.11	34,479.96
Expense			
GENERAL FUND EXPENSES			
PUBLIC WRKS HIGHWAYS ROADS & ST			
G433.00 · Traffic Control Devices/Signs	658.17	0.00	658.17
G437.00 · Repairs of Tools & Machinery	341.30	0.00	341.30
G438.00 · Maint & Repair Roads Bridges	6,756.09	0.00	6,756.09
Total PUBLIC WRKS HIGHWAYS ROADS & ST	7,755.56	0.00	7,755.56
Total GENERAL FUND EXPENSES	7,755.56	0.00	7,755.56
GENERAL GOV'T BLDG & PLANT			
G409.37 · Building Repair/Maintenance	122.95	0.00	122.95
Total GENERAL GOV'T BLDG & PLANT	122.95	0.00	122.95
MEETINGS, CONF, CONTINUING EDUC			
G400.46 · Supervisors	100.00	0.00	100.00
G403.46 · Tax Collector	50.00	0.00	50.00
Total MEETINGS, CONF, CONTINUING EDUC	150.00	0.00	150.00

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

05/14/24

Profit & Loss by Class

Cash Basis

April 10 through May 14, 2024

	General Fund	State Fund	TOTAL
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	468.75	0.00	468.75
P400.12 · Roadmaster Wages	76.00	0.00	76.00
P403.11 · Tax Collector Wages	1,090.04	0.00	1,090.04
P405.10 · Secretary Wages	810.00	0.00	810.00
P409.37 · Building Repair/Maint	16.00	0.00	16.00
P419.00 · STR Enforcement	157.50	0.00	157.50
P432.00 · Winter Maintenance	0.00	0.00	0.00
P437.00 · Repairs of Tools & Machinery	149.00	0.00	149.00
P438.00 · Repair/Maint Roads & Bridges	2,255.00	0.00	2,255.00
PAYROLL EXPENSES - Other	504.66	0.00	504.66
Total PAYROLL EXPENSES	5,526.95	0.00	5,526.95
STATE FUND EXPENSES			
S438.00 · Repair/Maint Roads & Bridges	0.00	4,843.68	4,843.68
Total STATE FUND EXPENSES	0.00	4,843.68	4,843.68
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	120.00	0.00	120.00
G419.33 · Mileage - STR Enforcement	9.54	0.00	9.54
Total G400.00 · Travel Reimbursement	129.54	0.00	129.54
G403.00 · Tax Collection			
G403.28 · Tax Collection Fees	89.69	0.00	89.69
Total G403.00 · Tax Collection	89.69	0.00	89.69
G405.00 · Office Supplies			
G405.21 · Office Supplies	33.63	0.00	33.63
G409.00 · Advertising			
G409.34 · Advertising	235.20	0.00	235.20
G409.31 · Dues & Subscriptions			
G409.31 · Dues & Subscriptions	150.00	0.00	150.00
G410.00 · Public Safety			
G419.31 · Sewage Permits (SEO Fees)	816.23	0.00	816.23
Total G410.00 · Public Safety	816.23	0.00	816.23
G430.00 · General Services			
G430.39 · Equipment Rental	315.00	0.00	315.00
Total G430.00 · General Services	315.00	0.00	315.00
G442.00 · Utilities			
G442.00 · Utilities	95.82	0.00	95.82
G471.00 · Debt Service			
G471.10 · Debt Principal	804.17	0.00	804.17
G472.10 · Debt Interest	597.39	0.00	597.39
Total G471.00 · Debt Service	1,401.56	0.00	1,401.56
Total Expense	16,822.13	4,843.68	21,665.81
Net Ordinary Income	17,653.72	-4,839.57	12,814.15
Other Income/Expense			
Other Income			
G395.00 · Refunds of PY Expenditures	523.25	0.00	523.25
Total Other Income	523.25	0.00	523.25
Net Other Income	523.25	0.00	523.25
Net Income	18,176.97	-4,839.57	13,337.40

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Balance Sheet
 As of May 14, 2024

	<u>May 14, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	72,214.27
G101.00 · MUNICIPAL ADVANTAGE ACCT/ARPA	75,378.74
S101.00 · STATE FUND	88,850.56
Total Checking/Savings	<u>236,443.57</u>
Total Current Assets	<u>236,443.57</u>
TOTAL ASSETS	<u><u>236,443.57</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	359.76
G211.00 · Social Security Withheld	448.11
G211.10 · Social Security - Company	448.11
G212.00 · Local Income Taxes Withheld	124.60
G213.00 · Medicare Tax Withheld	209.56
G217.00 · State Income Tax Withheld	221.91
G219.00 · EMST Tax Withheld	1.40
G221.00 · PA UC Tax Withheld	3.15
G222.00 · PA UC Company	158.60
G21000 · PAYROLL LIABILITIES - Other	4.31
Total G21000 · PAYROLL LIABILITIES	<u>1,979.51</u>
Total Other Current Liabilities	<u>1,979.51</u>
Total Current Liabilities	<u>1,979.51</u>
Total Liabilities	1,979.51
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	119,736.13
Net Income	91,059.12
Total Equity	<u>234,464.06</u>
TOTAL LIABILITIES & EQUITY	<u><u>236,443.57</u></u>

Truck Loan - \$ 84,320.74

Juniata Township Board of Supervisors Meeting Sign-in Sheet

Date: 4/9/2024

Signature

Print Name

~~Justin Stoner~~
Judith A. Reed
Tim Brown

Justin Stoner
Judith A. Reed
Tim Brown

ML Dietrich
Thomas WALT

ML DIETRICH
Thomas WALT

Gregory Scott Anderson
Joe Thompson

GREGORY SCOTT ANDERSON
JOE THOMPSON

JUNIATA TOWNSHIP

APRIL 2024 MEETING

Wagner Baha Dr.- Mr. Wagner has decided not to pursue campground status and has removed the holding tank that was in place and is working on removing the campers on the other lot.

Branch Camp-Point Rd.- I received a complaint that there was unpermitted floodplain construction being completed on a commercial property. I sent the campground owner / land lease a certified letter asking them to contact me to discuss the project. The property is also commercial and would need a permit from Bureau Veritas in addition to any possible floodplain permitting requirements.

Ridgeview Campground- I received a call from a renter at Ridgeview that wanted to construct a pergola on one of the rented lots. I let them know that Mr. Stoner would have to sign the application before going on to Bureau Veritas.

Commercial / Recreational Building Permit Requirements- We have a general issue with misinformation and miscommunication regarding building permits for accessory structures. According to the UCC any accessory structure to a single-family dwelling under 1000sf is permit exempt. With that said Juniata Twp. still requires a permit for accessory structures under 1000sf. Any construction at a commercial facility must have a UCC permit, and that permit requires a land use checklist from the township to ensure it meets local ordinance before any UCC permit can be considered. If the property is in a floodplain or floodway, it needs all of these, and a floodplain permit before construction can begin. People are confused by the difference in permit types and are cross applying to each situation. Any construction permit should start with the township, and we can ensure that the proper permits are obtained before construction begins. I am working with Bureau Veritas and the landowners to curb the confusion. This ordinance deserves further discussion.

Anderson, Short Term Rental - Parks Rd.- I met with Mr. Anderson on site. It appears the property capacity is currently 17.5 occupants based on the existing septic system. I am going to work with Mr. Anderson to expand the capacity to accommodate the actual / desired capacity of the property. We will explore soils testing and possibly time dosing to bring the property into compliance. The system currently appears to be working with no signs of malfunction. I would recommend that the board allow the property to operate at the 17.5-person capacity while pursuing a long-term solution to the issue.

Rhonda Wegner- Crown Jewell Vista- Corbin Rd.- Mrs. Wegner filled out the form to have me look for the original applicant for the septic permit at this rental. I was unsuccessful in finding a permit under the name provided. I let Mrs. Wegner know and she provided me with another possible name. As time permits, I will look through the archived records again.

Andrew Dicken Point Rd.- I issue a permit for the modification / repair to the existing mound and hook up the single camper to it. I also checked the setbacks for the proposed shed and deck. I walked over the existing septic system with him and showed him the minor repairs and modifications that need to be completed.

Michael Bowers, Lot 10 Cyote lane - Terry Hawn and Ben Varner have installed the Camper Pad for the park model and are also installing the appropriate septic tank. The Park Model is scheduled to be delivered on Wednesday 4/10/24 and final hookups will be made at that time.

George Bickle 12961 Piney Ridge Rd.-Jim Graham replaced the septic tank that was found to be leaking during a pumping by Charlie Lake.

Urban Saddle Ranch- Cody Whitsel installed the permitted 3000 gallon holding tank to accommodate the event center.

JUNIATA TOWNSHIP

APRIL 2024 MEETING

Brian Chrisimer. Motego Dr.- Mr. Chrisimer would like to remove the camper pad on the property and install a second drop cabin in its place. Septic capacity is adequate for two seasonal cabins.

Lefford / Felton- Memosa Dr.- Mr. Felton is acquiring a piece of ground from Mr. Lefford and joining it to his existing parcel. The lefford property lies in Smithfield Twp. The Felton property lies in Juniata Twp. The existing septic system is in Smithfield Twp. I have no authority to inspect the existing septic system in Smithfield Twp.



Jamie Catanese
7937 Raven Lane
Huntingdon, PA 16652
814-386-5839

March 15, 2024

Certified Mail Number: 7016 1970 0000 3567 8264

Seven Wagner
511 Edwardtown Road
Yeagertown, PA 17099

Re: Violations of Act 537, PA Code, and Local Ordinance

Mr. Wagner:

I hope this letter finds you well. As you are aware, we have been monitoring the situation regarding your properties on Baja Dr. & Snyders Run Rd. Tax ID#(s) 23-02-19, 23-02-20 & 23-02-22. Unfortunately, despite ample time and notifications, the violations related to Act 537, the Pennsylvania Code, and local ordinances have not been rectified.

The specific violations include:

1. **Multiple Campers hooked to an existing septic system without proper permitting and planning and also a holding tank installed without land development planning and proper permitting.**

As per The Pennsylvania Code, § 72.22. Permit issuance:

(a) No person may install, award a contract for construction or construct an individual or community onlot sewage system, or install, construct, occupy or use a building to be served by that system without first obtaining a permit from the local agency.

(b) A permit shall be required by the local agency for alterations or connections to an existing individual or community onlot sewage system when the alteration or connection requires the repair, replacement or enlargement of a treatment tank or retention tank, or the repair, replacement, disturbance, modification or enlargement of a soil absorption area or spray field, or the soil within or under the soil absorption area or spray field.

We understand that property management can be complex, but it is essential to address these issues promptly to maintain the health and safety of the community. As of today's date, you have had sufficient time to explore options for compliance.

****Action Required:****

1. ****Submit a Land Development Plan:**** We urge you to have an engineer develop a comprehensive land development plan that outlines how you intend to rectify the violations. This plan should address all necessary submittals and timelines. It should also meet all State and local regulations and ordinances.
2. ****Removal of Campers and the Holding Tank:**** Alternatively, you must remove the campers and holding tank from the property by ****April 5, 2024****. In either case failure to comply by April 5, 2024 will result in Juniata Twp. initiating legal action to compel compliance.

We take these matters seriously, and our commitment to maintaining community standards remains unwavering. We encourage you to act promptly to avoid further action.

Please feel free to contact our office if you have any questions or need assistance. We are here to help you navigate this process and we will continue to work with you to resolve the situation by answering any question you may have, providing possible solutions(s) to correct the identified violation(s).

This letter serves as the final notice, and legal action will be pursued if necessary. Thank you for your attention to this matter.

Sincerely,

Jamie Catanese
Sewage Enforcement Officer

JUNIATA TOWNSHIP

April 1, 2024

Certified Mail# 7022 2410 0000 0453 5438

Thomas & Vincent Moyer
131 Weaver Rd.,
Duncansville, PA 16634

RE: Unpermitted construction in in a documented floodplain (Tax ID# 23-09-36) Site Address 12073 Point Rd., Huntingdon, PA 16652

Mr. Moyer:

It has been reported to Juniata Twp. that you have undertaken a construction project at the Branch Campground without contacting the Juniata Township to obtain the necessary permitting for the project. **You must stop work immediately and obtain the proper building and floodplain permits if required.**

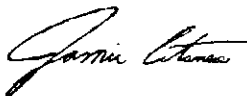
I visited the property on March 28, 2023 and it does appear that construction is taking place. Please contact my office immediately to discuss a path forward and to obtain any permit applications. Due to the commercial aspect of the property even small renovations could require compliance with the uniform construction code through permitting. Coupled with building permit requirements a floodplain permit is required for any construction or development within the Township of Juniata.

As per the Juniata Township Floodplain Ordinance 2018-2 (2.02)- "It shall be unlawful for any person, partnership, business or corporation to undertake, or cause to be undertaken, any construction or development anywhere within the Township of Juniata unless a permit has been obtained from the Floodplain Administrator."

Please contact my office immediately to discuss the desired scope of the project and come up with a path forward. **My contact number is 814-386-5839.** You may wish to visit the township website to obtain a copy of the floodplain ordinance for reference (<https://juniatatwp.com/resources/ordinances>). Any commercial building code requirement questions should be directed to our UCC Code office Bureau Veritas (814-643-3480)

Please bear in mind that continued construction or use of unpermitted construction will result in action taken by the township.

Sincerely,



Jamie Catanese
Juniata Township Code Enforcement Officer
814-386-5939

JUNIATA TOWNSHIP - HUNTINGDON COUNTY

Township Building
6208 Parks Road
Huntingdon, PA 16652

Mailing Address
Post Office Box 248
Huntingdon, PA 16652