

Juniata Township Meeting

July 09, 2024

Agenda:

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Approval of Minutes and Financial Report**
- **Public Forum**
 - Kirby Lockard – Africa Engineering – McKinney Sub-Division
 - Feedback from Board of Supervisors
 - Boat Parking at Snyders Run Launch
- **Engineer Report**
- **Solicitor Report**
- **New Business**
 - Acceptance of Chip Seal Bids
 - PA CareerLink Job Posting
 - Hunter Drive Letter – Harlan Byers
- **Reports**
 - STR Enforcement
 - Construction Code Enforcement
 - Road Master/Supervisor
 - D&G Project Completion actions
 - Emergency Repair Point Rd.
 - Potholes
- **Old Business**
 - Solar Farm Ordinance/CAFO Ordinance
- **Announcements**
 - Next meeting Tuesday, August 13, 2024 @ 6:00 p.m.
- **Adjourn Meeting**

Juniata Township

June 11, 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
- Tom Levine - Engineer
- Jamie Catanese – Code Enforcement
- Butch Dysard – Roadmaster
- Tammy Dysard – STR Enforcement

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the monthly township May 14, 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 Grove. Unanimously approved by the Board.

- **Engineer Report – Tom Levine**
 - Levine reported that there are no new developments on the LSA Grant for Point Road. Do not expect to hear anything until closer to the end of the year.
- **Solicitor Report – Wayne Bradburn**
 - Bradburn reported that he sent a cease-and-desist letter to Mr. Wagner regarding 3 campers on his property. Bradburn requested that Wagner remove the campers immediately.

- If Mr. Wagner does not comply with the request, Bradburn advised Supervisors file suit against Mr. Wagner.
- Bradburn contacted Constable, David Swarez, in Perry County. Swarez will serve Eichelberger with papers this week. Bradburn gave Eichelberger until next meeting to comply with request. If Eichelberger does not comply, Bradburn advised Supervisors to file suit against Eichelberger also.
- Received a RTK after last meeting. Bradburn did his due diligence to provide all documents for the request.
- Supervisor Grove asked if there are safety guidelines for the laborers to follow when working on roads in the township.
- Engineer Levine stated that Publication 213 provides those guidelines for maintenance and protection of traffic in a construction zone.
- Engineer Levine will provide Supervisors with a copy of the publication.

PUBLIC FORUM

▪ Chairman Stein

- Chairman Stein presented some additional information regarding the Amusement Tax Ordinance.
 - At the March 14, 2023 meeting there was a question about boat storage being taxed. Solicitor Bradburn was tasked with reviewing the ordinance and report back to Supervisors.
 - On April 03, 2023, Bradburn reported that he reviewed the ordinance did not find anything regarding boat or camper storage and found the language in the ordinance to be vague. Advised Supervisors to make the ordinance easier to understand.
 - At the May 09, 2023 meeting, Bradburn suggested that Supervisors revise the ordinance to make the wording in the ordinance clearer and more specific to businesses in Juniata Township and that boat storage and camper storage be included in the ordinance.
 - At the public hearing held for the Amusement Tax Ordinance, no one from the public attended the hearing and the ordinance was put into effect on 09/03/2019.
 - It was asked at the last meeting if the charging of the permit fee was double taxation. It was determined that it is not.
 - Chairman Stein pointed out that the revised ordinance includes a lifetime permit to cut down on paperwork for the township.
 - Many residents are opposed to the lifetime permit fee of \$100 but support eliminating boat and camper storage from the ordinance. Stein commented that he finds that logic to be a paradox because the tax on

boat and camper storage generates much more income for the township than the permit fee does.

- At future meetings, the public will be given two minutes to deliver comments. If Supervisors can comment on the public's comments they will. If not, they will research and report back at the next monthly meeting.
- **Harlan Byers**
 - Byers asked for an explanation as to why short-term rentals owners are being allowed to expand their septic systems to accommodate more people at their rentals.
 - SEO, Jamie Catanese, stated that he will follow Act 537, Chapters 71, 72 and 73 of PA Code and the Juniata Township Ordinance.
 - Supervisor Grove told Byers that STR capacity is based solely on bedrooms and nothing has changed. If owners want to increase their rental capacity they must expand their septic systems.

NEW BUSINESS

- **Amusement Tax Ordinance**
 - Supervisor Grove wondered why the revised ordinance is still being considered due to the number of residents that have voiced their opposition to the life time permit fee.
 - Grove stated that the reason for public hearings for ordinances is to get feedback from the residents. Chairman Stein stated that approval is up to the Board of Supervisors.
 - Resident, Joe Dinardi, asked if there could be more public comments. Chairman Stein denied Dinardi's request.
 - The revised Amusement Tax Ordinance was presented for approval.

Supervisor Stein made a motion to approve Amusement Tax Ordinance. Supervisor Parks seconded the motion. Supervisor Grove voted against the ordinance. The Amusement Tax Ordinance was approved by a vote of 2 to 1.

Roll Call Vote:

Stein – Aye

Parks – Aye

Grove – Nay

- **Chip Seal Bids**
 - Two bids were received for the chip seal project on Riverview Heights Drive and Stone Bridge Hollow Road:

Russel Standard – Option 1: \$53,057.39 Option 2: \$78,677.39

Midland Asphalt Materials – Option 1: \$65,424.43 Option 2: \$96,924.43

- Roadmaster Dysard asked if the bids included milling the roads before applying chip seal. Dysard advised Supervisors to do the milling.
- Engineer Levine took the bids and will contact Municipal Services Rep. Jesse Theys, to ask which option the township should accept and if milling is necessary. Levine will report back at July's meeting.
- Supervisors tabled the bid acceptance vote until the July meeting.

Supervisor Parks made a motion to table the bids until the July meeting. Seconded by Supervisor Grove. Unanimously approved by the board.

- **Flood Plain Administrator Resignation**

- Flood Plain Administrator, Jamie Catanese, submitted his resignation.

Supervisor Parks made accept Jamie's resignation. Seconded by Supervisor Grove. Unanimously approved by the board.

Chairman Stein motioned to appoint Tammy Dysard as the Juniata Township Flood Plain Administrator. Seconded by Supervisor Parks Unanimously approved by the board.

- **Labor Applicants**

Chairman Stein motioned to hire Tim Corbin to the position of road laborer. Seconded by Supervisor Parks. Unanimously approved by the board.

REPORTS

- **STR Enforcement – Tammy Dysard**

- 19 permits issued.
 - Waiting on septic paperwork from Dr. Anderson
 - Waiting for paperwork from Fedash. Supervisor Grove contacted Fedash and Fedash stated that he would get it out right away. Tammy reached out by email asking for a response. Fedash claimed he was out of town and will put it on his to do list for this week. Property is still being advertised.
 - Crown Jewel Vista still no permit issued. Original septic permit cannot be located. Jamie inspected septic system and it is working properly. Property is being advertised as a 5-bedroom. To comply with the township ordinance, the property will have to be permitted as a 3-bedroom rental if the original septic permit is not found.
 - Jill Jones has complied with all township requests. Tammy will verify.

- Owner of Watson's Campground contacted Tammy. The property has 5 rental cabins and needs permitted. Tammy will work with Jamie to permit.
- **Construction Code Enforcement**
 - See attached report.
- **Roadmaster/Supervisor Report**
 - Dirt & Gravel
 - 12 drain tiles installed. Had to rent a mini hoe because the area is not large enough to use township's backhoe.
 - 7 – 18" and 3 – 15" drain tiles left.
 - Contacted Cody Whitsel for the roller.
 - Contacted Jimmy Weikert for 4-5 loads of shale.
 - Need a 2- or 2.5-gallon gas can for the whacker.
 - Purchased 2 boxes of DEF for the truck.
 - Point Road Dust – Tom Walz
 - Resident, Tom Walz, requested that the township apply calcium chloride to Point Road to control dust. Chairman Stein reported that the Supervisors cannot justify the cost and do not want to spray anything on the road that will run into the river.
 - Would like to hire another part-time employee. Chairman Stein will contact Career Link.

OLD BUSINESS

- **Solar Farm Ordinance/CAFO Ordinance**
 - Supervisor Grove has been reviewing many ordinances, making notes and working with Porter Township to develop an ordinance for Juniata Township.
 - No developments on CAFO.

ANNOUNCEMENTS

- Next meeting Tuesday, August, 13, 2024 @ 6:00 p.m.
- Supervisor Parks motioned to adjourn the meeting @ 7:32 p.m. Seconded by Supervisor Grove.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Profit & Loss by Class
 June 12 through July 9, 2024

	Dirt & Gravel (General Fund)	General Fund - Other (General Fund)	Total General Fund	State Fund	TOTAL
Ordinary Income/Expense					
Income					
GENERAL FUND INCOME					
G321.60 · STR Permits	0.00	300.00	300.00	0.00	300.00
G321.70 · Amusement Tax Permits	0.00	100.00	100.00	0.00	100.00
G321.71 · Amusement Tax	0.00	11,028.13	11,028.13	0.00	11,028.13
G355.09 · Act 13	0.00	18.96	18.96	0.00	18.96
Total GENERAL FUND INCOME	0.00	11,447.09	11,447.09	0.00	11,447.09
STATE FUND INCOME					
S431.00 · INTEREST EARNINGS.					
S431.01 · Interest on Checking	0.00	0.00	0.00	3.42	3.42
Total S431.00 · INTEREST EARNINGS.	0.00	0.00	0.00	3.42	3.42
Total STATE FUND INCOME	0.00	0.00	0.00	3.42	3.42
G301.00 · REAL PROPERTY TAXES					
G301.10 · Real Estate Taxes Current Year	0.00	871.26	871.26	0.00	871.26
Total G301.00 · REAL PROPERTY TAXES	0.00	871.26	871.26	0.00	871.26
G310.00 · PER CAPITA TAXES					
G310.01 · Per Capita Taxes Current Year	0.00	15.00	15.00	0.00	15.00
Total G310.00 · PER CAPITA TAXES	0.00	15.00	15.00	0.00	15.00
G310.20 · EARNED INCOME TAX					
G310.21 · Earned Income Tax Current Year	0.00	5,649.57	5,649.57	0.00	5,649.57
Total G310.20 · EARNED INCOME TAX	0.00	5,649.57	5,649.57	0.00	5,649.57
G310.50 · LST TAX					
G310.51 · LST Current Year	0.00	11.35	11.35	0.00	11.35
Total G310.50 · LST TAX	0.00	11.35	11.35	0.00	11.35
G331.00 · FINES					
G331.10 · Court - District Magistrate	0.00	50.00	50.00	0.00	50.00
Total G331.00 · FINES	0.00	50.00	50.00	0.00	50.00
G341.00 · INTEREST EARNINGS					
G341.01 · Interest on Checking	0.00	3.63	3.63	0.00	3.63
G341.00 · INTEREST EARNINGS - Other	0.00	302.02	302.02	0.00	302.02
Total G341.00 · INTEREST EARNINGS	0.00	305.65	305.65	0.00	305.65
G362.0 · PUBLIC SFTY					
G362.41 · Bldg Pmts	0.00	46.00	46.00	0.00	46.00
G362.44 · Sewage Permits/SEO Fees	0.00	240.00	240.00	0.00	240.00
Total G362.0 · PUBLIC SFTY	0.00	286.00	286.00	0.00	286.00
Total Income	0.00	18,635.92	18,635.92	3.42	18,639.34

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Profit & Loss by Class
June 12 through July 9, 2024

Expense	Dirt & Gravel (General Fund)	General Fund - Other (General Fund)	Total General Fund	State Fund	TOTAL
GENERAL FUND EXPENSES					
PUBLIC WRKS HIGHWAYS ROADS & ST					
G433.00 · Traffic Control Devices/Signs	650.74	0.00	650.74	0.00	650.74
G437.00 · Repairs of Tools & Machinery	0.00	409.79	409.79	0.00	409.79
G438.00 · Maint & Repair Roads Bridges	3,432.84	0.00	3,432.84	0.00	3,432.84
Total PUBLIC WRKS HIGHWAYS ROADS & ST	4,083.58	409.79	4,493.37	0.00	4,493.37
Total GENERAL FUND EXPENSES	4,083.58	409.79	4,493.37	0.00	4,493.37
GENERAL GOV'T BLDG & PLANT					
G409.37 · Building Repair/Maintenance	0.00	70.00	70.00	0.00	70.00
Total GENERAL GOV'T BLDG & PLANT	0.00	70.00	70.00	0.00	70.00
INSURANCE CASUALTY & SURETY					
G486.10 · Insurance - Liability	0.00	257.90	257.90	0.00	257.90
G486.30 · Insurance - Automobile	0.00	195.88	195.88	0.00	195.88
Total INSURANCE CASUALTY & SURETY	0.00	453.78	453.78	0.00	453.78
PAYROLL EXPENSES					
P400.05 · Supervisor Wages	0.00	468.75	468.75	0.00	468.75
P400.12 · Roadmaster Wages	0.00	38.00	38.00	0.00	38.00
P403.11 · Tax Collector Wages	0.00	44.31	44.31	0.00	44.31
P405.10 · Secretary Wages	0.00	810.00	810.00	0.00	810.00
P409.37 · Building Repair/Maint	0.00	0.00	0.00	0.00	0.00
P413.00 · Code Enforcement Officer	0.00	45.00	45.00	0.00	45.00
P419.00 · STR Enforcement	0.00	165.00	165.00	0.00	165.00
P432.00 · Winter Maintenance	0.00	0.00	0.00	0.00	0.00
P437.00 · Repairs of Tools & Machinery	0.00	152.00	152.00	0.00	152.00
P438.00 · Repair/Maint Roads & Bridges	0.00	4,049.00	4,049.00	0.00	4,049.00
Total PAYROLL EXPENSES - Other	0.00	625.30	625.30	0.00	625.30
Total PAYROLL EXPENSES	0.00	6,397.36	6,397.36	0.00	6,397.36
G400.00 · Travel Reimbursement					
G400.33 · Mileage - Supervisor/Roadmaster	0.00	87.23	87.23	0.00	87.23
G419.33 · Mileage - STR Enforcement	0.00	5.36	5.36	0.00	5.36
Total G400.00 · Travel Reimbursement	0.00	92.59	92.59	0.00	92.59
G403.00 · Tax Collection					
G403.28 · Tax Collection Fees	0.00	98.88	98.88	0.00	98.88
Total G403.00 · Tax Collection	0.00	98.88	98.88	0.00	98.88
G405.23 · Postage and Delivery					
G409.31 · Dues & Subscriptions	0.00	1.39	1.39	0.00	1.39
G410.00 · Public Safety					
G419.31 · Sewage Permits (SEO Fees)	0.00	240.00	240.00	0.00	240.00
Total G410.00 · Public Safety	0.00	1,232.50	1,232.50	0.00	1,232.50
Total G410.00 · Public Safety	0.00	1,232.50	1,232.50	0.00	1,232.50

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Profit & Loss by Class
 June 12 through July 9, 2024

	Dirt & Gravel (General Fund)	General Fund - Other (General Fund)	Total General Fund	State Fund	TOTAL
G430.00 · General Services					
G430.39 · Equipment Rental	420.00	0.00	420.00	0.00	420.00
Total G430.00 · General Services	420.00	0.00	420.00	0.00	420.00
G442.00 · Utilities					
G471.00 · Debt Service	0.00	90.21	90.21	0.00	90.21
G471.10 · Debt Principal	0.00	815.64	815.64	0.00	815.64
G472.10 · Debt Interest	0.00	585.92	585.92	0.00	585.92
Total G471.00 · Debt Service	0.00	1,401.56	1,401.56	0.00	1,401.56
Total Expense	4,503.58	10,488.06	14,991.64	0.00	14,991.64
Net Ordinary Income	-4,503.58	8,147.86	3,644.28	3.42	3,647.70
Net Income	-4,503.58	8,147.86	3,644.28	3.42	3,647.70

Payroll

4084.52
(8588.10)

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

January 1 through July 9, 2024

	Dirt & Gravel (General Fund)	Total General Fund	TOTAL
Ordinary Income/Expense			
Income			
G357.00 · Dirt & Gravel Grant	35,164.14	35,164.14	35,164.14
Total Income	35,164.14	35,164.14	35,164.14
Expense			
GENERAL FUND EXPENSES			
PUBLIC WRKS HIGHWAYS ROADS & ST			
G433.00 · Traffic Control Devices/Signs	650.74	650.74	650.74
G438.00 · Maint & Repair Roads Bridges	15,436.57	15,436.57	15,436.57
Total PUBLIC WRKS HIGHWAYS ROADS & ST	16,087.31	16,087.31	16,087.31
Total GENERAL FUND EXPENSES	16,087.31	16,087.31	16,087.31
G430.00 · General Services			
G430.39 · Equipment Rental	420.00	420.00	420.00
Total G430.00 · General Services	420.00	420.00	420.00
Total Expense	16,507.31	16,507.31	16,507.31
Net Ordinary Income	18,656.83	18,656.83	18,656.83
Net Income	18,656.83	18,656.83	18,656.83

Payroll

6881.29
 11 775.54

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Balance Sheet

As of July 9, 2024

	<u>Jul 9, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	101,296.98
G101.00 · MUNICIPAL ADVANTAGE ACCT/ARPA	76,013.67
S101.00 · STATE FUND	88,344.74
Total Checking/Savings	<u>265,655.39</u>
Total Current Assets	<u>265,655.39</u>
TOTAL ASSETS	<u><u>265,655.39</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	436.76
G211.00 · Social Security Withheld	613.21
G211.10 · Social Security - Company	613.21
G212.00 · Local Income Taxes Withheld	274.99
G213.00 · Medicare Tax Withheld	286.84
G217.00 · State Income Tax Withheld	303.68
G219.00 · EMST Tax Withheld	1.40
G221.00 · PA UC Tax Withheld	9.34
G222.00 · PA UC Company	466.62
G21000 · PAYROLL LIABILITIES - Other	4.31
Total G21000 · PAYROLL LIABILITIES	<u>3,010.36</u>
Total Other Current Liabilities	<u>3,010.36</u>
Total Current Liabilities	<u>3,010.36</u>
Total Liabilities	<u>3,010.36</u>
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	119,736.13
Net Income	119,240.09
Total Equity	<u>262,645.03</u>
TOTAL LIABILITIES & EQUITY	<u><u>265,655.39</u></u>

Truck Loan \$ 82,676.19

JUNIATA TOWNSHIP

JUNE 2024 MEETING

Anderson, Raystown Cabins, Short Term Rental - Parks Rd.- The owner has filled out a permit that is the first step in finding a solution to the septic issue on the property.

Barry Parks- Mr. Parks provided an easement to place the new garage across the property line and meet the set backs. I intend to issue the permit as requested.

Casey McGraw / Simpson property. The Simpson residence is located at 7776 Vickie Ln. McGraw contracting contacted me to conduct the pre permit land use checks to place the new dwelling in the existing footprint. I checked the setbacks and completed the form for Bureau Veritas.

Kristen Medellin, Piney Ridge Rd. - They want to expand the house footprint to accommodate a new kitchen. I checked the setbacks and filled out the paperwork for Bureau Veritas.

Wagner Baha Dr.- I drove by the site to check the status of the remaining campers. The situation remained unchanged, and Mr. Wagner is in violation of ACT 537. Attorney Bradburn is contacting Mr. Wagner to compel compliance.

Eric Norris Grand View Ln.- Mr. Norris contacted me to complete the pre permit paperwork for a pole building. I sent Mr. Norris the paperwork and I am waiting for him to return the completed packet.

Robert Mowchan- Thompson Rd. Mr. Mowchan applied for a septic permit. I issued the permit based on previously completed percolation testing and the design completed by Ann Reynolds.

Andrew Dicken, Fisherman Dr.- Mr. Dicken installed the alarm in his septic tank for his camper. I also checked out a report of a shed being built on fisherman Dr. It was Mr. Dicken. Mr. Dicken had applied for a permit to construct the shed and deck previously. The complaint was unfounded.

Gary Aungst Ripplin Rd.- Mr. Aungst contacted me for a shed permit. After a short conversation it turned out the shed was actually a drop cabin. Mr. Aungst had a contractor prepare a site and was going to take delivery of the cabin in a few days after contacting me. There is no current means of sewage disposal on the lot.

Mr. Aungst provided me with an approval for a small flow stream discharge septic system from 2005. The system was never installed. I was also able to find the records of the approval in the archived files. I advised Mr. Aungst to contact his engineer to see the viability of the approval after such a long time. As I noted to Mr. Aungst permits have time limits and his engineer is best suited to guide him through renewal if he wishes to proceed. I drove by the site to see if the cabin had been delivered and it has not. I have not had any further contact from Mr. Aungst.