

AGENDA

Juniata Township Meeting

September 10, 2024

Agenda:

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Approval of August General Meeting Minutes/Financial Report**
- **Public Forum** → OPEN BIDS
- **Engineer Report**
 - ✓ • Road Bid Update – Riverview Heights and Stone Bridge Rd.
 - ✓ • Future – Henderson Overlook - Logging operations end in 3 weeks.
- **Solicitor Report**
 - ✓ • Solar Farm Ordinance Status
 - ✓ • CAFO Ordinance Status
- **New Business**
 - ✓ • Bid Opening
 - ✓ • Roby - Minor Sub-Division Plan
 - ✓ • 2023 Annual Audit
 - ✓ • Approval by the Board of a new road Maintenance worker hire
 - ✓ • Bright Speed Fiber Broadband opportunity
 - ✓ • Excess Maintenance Agreement
- **Reports**
 - STR Enforcement
 - Construction Code Enforcement
 - Road Master/Supervisor
 - D&G Projects and Grant Closure Status
 - Emergency Repair Point Rd. Completion
 - Potholes Update
 - Baker Hollow - Road repairs at Glen Drive.
 - Crestwood Estates Status – Road and water run-off mitigation repairs
- **Old Business**
 - Solar Farm Ordinance/CAFO Ordinance
- **Announcements**
 - Next meeting Tuesday, October 8, 2024 @ 6:00 p.m.
- **Adjourn Meeting**

The monthly general meeting of the Juniata Township Board of Supervisors is held on the 2nd Tuesday of each month at 6:00 p.m. Changes to that may be a result of the weather. When time permits, a notification of change will appear in the Daily News and/or on the township website.

Juniata Township

August 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
- 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 July 09, 2024 and the July 25, 2024 special meeting.

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

- **Engineer Report – Tom Levine**
 - Levine reported that based on the July, 25, 2024 special meeting Penn Dot has provided the township with a re-bid, municipal services contract and revised project that includes leveling and base repair of 1/3 of Stone Bridge Hollow and all of River View Heights.
 - Bids will be advertised August 20 and August 28, 2024 in The Daily News.
 - Bids will be opened at the September 10, 2024 monthly township meeting.
- **Solicitor Report – Wayne Bradburn**
 - No report. Bradburn not present.

PUBLIC FORUM

- **John Young**
 - Eric Norris is constructing a house it is a land development not a sub-division. Has been reviewed by county. The land is in clean and green but since it is not being sub-divided it will not affect that. Will have to give county assessment office a 30-day notice regarding the new home. Not ready for approval because the module has not been received back from DEP.
 - Randy Grove is sub-dividing a piece of property from his parent's property that is held in a trust. Grove would like to reduce the width of the right of way from 30' to 15'.
 - Levine will review and suggested contacting the fire company to make sure that emergency apparatus would be able to access property with the reduced right of way.
- **Ron Bollinger**
 - Jamie investigated a complaint that he received about a camper parked on Bollinger's property that people are living in.
 - Jamie instructed Bollinger to be remove the camper immediately but it has still not been removed.

Supervisor Stein motioned to turn this over to Solicitor Bradburn for action. Seconded by Supervisor Parks. Unanimously approved by the board.

NEW BUSINESS

- **Hunter Drive Letter – Harlan Byers**
 - A site visit was conducted, based on a complaint of a septic smell, by two Juniata Township supervisors and a DEP Official.
 - The sand mound was checked as well as the tanks. There was no sign of surface discharge or smell at the time of inspection.
 - Group also looked at several other septic systems in the area including a newly installed tank at 6363 Hunter Drive that was discovered to be cracked during a real estate transaction inspection.
 - Found minor maintenance issues with system on Jill Jones' property.

REPORTS

- **STR Enforcement – Tammy Dysard**

- Still nothing from Fedash as he continues to advertise his property for rent.

Supervisor Stein motioned to turn over to Solicitor for action. Seconded by Supervisor Parks. Unanimously approved by the Board.

- Supervisor Stein proposed purchasing business cards and picture ID for Tammy.

Supervisor Parks motioned to purchase business cards and picture ID for Tammy. Seconded by Supervisor Stein. Unanimously approved by the Board.

- Watson Cabin Rentals – mailed application yesterday. Will have septic pumped at end of month.
- Tim Snare – sent two requests. Spoke with Snare’s son and apparently there was a death in the family. Will reach out to Snare again.
- Dr. Anderson – issued permit for rental of 3 small cabins. Based on size of septic system will be held to a maximum capacity of 17 people.
- Bonillas – Crown Jewel – have completed paperwork and permit fee but a permit will not be issued while he is advertising a 5-bedroom rental. No septic information can be located therefore must be permitted for a 3 bedroom.

- **Flood Plain Administration – Tammy Dysard**

- Nothing to report.

- **Construction Code Enforcement**

- See attached report.
- Savino Property – Savino sold the property after installing windows which violated the Juniata Township Flood Plain Ordinance. The new property owner contacted Jamie. Jamie advised him to contact Gunnett Engineering.
- Levin contacted Gunnett to make him aware that he may be getting a call from the new property owner.
- Need to send a notice of violation to new property owner to get this taken care of.

Supervisor Parks motioned to turn over to Solicitor Bradburn to proceed with a flood plain ordinance violation for the new owner. Seconded by Supervisor Grove. Unanimously approved by the Board.

- Urban Saddle – Jamie received a septic inspection report for Urban Saddle. The report indicated that there are no alarms on the tanks to warn when they are full.
- Jamie suggested that the supervisors require alarms be installed.

Supervisor Stein motioned to require that the owners of Urban Saddle install alarms on the septic tanks. Seconded by Supervisor Parks. Unanimously approved by the Board.

- Jamie received a complaint about a well that smells like septic on Hunter Drive.
- Jamie will have the water tested by a third party along with a township representative.

Supervisor Parks motioned to expend up to \$300 for a third-party water test. Seconded by Supervisor Grove. Unanimously approved by the Board.

▪ **Roadmaster/Supervisor Report**

- Removed downed trees from storm.
- Filled in ditch where the new drain pipe was installed on Point Road.
- Mountain needs some repairs. Need to rent mini hoe and roller or call Cody Whitsel to complete the job.

Supervisor Stein motioned to expend up to \$2,500 to rent equipment needed to repair Mountain Road. Seconded by Supervisor Parks. Unanimously approved by the Board.

- Dirt & Gravel – Supervisor Stein is preparing to submit the final cost report.
- Point Road Emergency Repair – Need to place a “Road Closed” advertisement in The Daily News before repairs begin.
- Crestwood Estates – Tim cleaned out the ditches.
- Baker’s Hollow – Supervisor Stein spoke to Jimmy Weikert for pricing to repair the road.
- Penn Township contacted Supervisor Grove to ask if Juniata Township wanted them to continue plowing Baker’s Hollow.

Supervisor Grove motioned to continue to have Penn Township plow Baker’s Hollow. Seconded by Supervisor Stein. Unanimously approved by the Board.

OLD BUSINESS

- **Solar Farm Ordinance/CAFO Ordinance**
 - No new developments

ANNOUNCEMENTS

- Next meeting Tuesday, September, 10, 2024 @ 6:00 p.m.
- Supervisor Parks motioned to adjourn the meeting @ 7:24 p.m. Seconded by Supervisor Grove.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

August 14 through September 10, 2024

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
GENERAL FUND INCOME			
G321.60 · STR Permits	600.00	0.00	600.00
G321.71 · Amusement Tax	375.08	0.00	375.08
G321.80 · Franchise Fees	659.68	0.00	659.68
Total GENERAL FUND INCOME	1,634.76	0.00	1,634.76
STATE FUND INCOME			
S431.00 · INTEREST EARNINGS.			
S431.01 · Interest on Checking	0.00	3.53	3.53
Total S431.00 · INTEREST EARNINGS.	0.00	3.53	3.53
Total STATE FUND INCOME	0.00	3.53	3.53
G301.00 · REAL PROPERTY TAXES			
G301.10 · Real Estate Taxes Current Year	1,473.13	0.00	1,473.13
G301.40 · Real Estate Taxes Delinquent TB	516.63	0.00	516.63
Total G301.00 · REAL PROPERTY TAXES	1,989.76	0.00	1,989.76
G310.00 · PER CAPITA TAXES			
G310.01 · Per Capita Taxes Current Year	57.75	0.00	57.75
G310.00 · PER CAPITA TAXES - Other	5.25	0.00	5.25
Total G310.00 · PER CAPITA TAXES	63.00	0.00	63.00
G310.20 · EARNED INCOME TAX			
G310.21 · Earned Income Tax Current Year	6,767.45	0.00	6,767.45
Total G310.20 · EARNED INCOME TAX	6,767.45	0.00	6,767.45
G310.50 · LST TAX			
G310.51 · LST Current Year	65.75	0.00	65.75
Total G310.50 · LST TAX	65.75	0.00	65.75
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	4.23	0.00	4.23
G341.00 · INTEREST EARNINGS - Other	326.49	0.00	326.49
Total G341.00 · INTEREST EARNINGS	330.72	0.00	330.72
G362.0 · PUBLIC SFTY			
G362.41 · Bldg Pmts	92.30	0.00	92.30
G362.44 · Sewage Permits/SEO Fees	1,815.00	0.00	1,815.00
Total G362.0 · PUBLIC SFTY	1,907.30	0.00	1,907.30
Total Income	12,758.74	3.53	12,762.27
Expense			
GENERAL FUND EXPENSES			
PUBLIC WRKS HIGHWAYS ROADS & ST			
G437.00 · Repairs of Tools & Machinery	3,575.40	0.00	3,575.40
G438.00 · Maint & Repair Roads Bridges	3,790.69	0.00	3,790.69
Total PUBLIC WRKS HIGHWAYS ROADS & ST	7,366.09	0.00	7,366.09
Total GENERAL FUND EXPENSES	7,366.09	0.00	7,366.09
GENERAL GOV'T BLDG & PLANT			
G409.37 · Building Repair/Maintenance	70.00	0.00	70.00
Total GENERAL GOV'T BLDG & PLANT	70.00	0.00	70.00
GENERAL GOVERNMENT			
G402.00 · Auditing Services	2,810.00	0.00	2,810.00
G408.00 · Engineering Services	2,968.74	0.00	2,968.74
Total GENERAL GOVERNMENT	5,778.74	0.00	5,778.74
INSURANCE CASUALTY & SURETY			
G486.10 · Insurance - Liability	449.98	0.00	449.98
G486.30 · Insurance - Automobile	500.22	0.00	500.22
G486.70 · Worker's Compensation	208.57	0.00	208.57
Total INSURANCE CASUALTY & SURETY	1,158.77	0.00	1,158.77
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	468.75	0.00	468.75

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

August 14 through September 10, 2024

	General Fund	State Fund	TOTAL
P400.12 · Roadmaster Wages	38.00	0.00	38.00
P403.11 · Tax Collector Wages	76.28	0.00	76.28
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	105.00	0.00	105.00
P432.00 · Winter Maintenance	0.00	0.00	0.00
P437.00 · Repairs of Tools & Machinery	0.00	0.00	0.00
P438.00 · Repair/Maint Roads & Bridges	1,620.50	0.00	1,620.50
PAYROLL EXPENSES - Other	325.16	0.00	325.16
Total PAYROLL EXPENSES	3,443.69	0.00	3,443.69
STATE FUND EXPENSES			
S438.00 · Repair/Maint Roads & Bridges	0.00	415.41	415.41
Total STATE FUND EXPENSES	0.00	415.41	415.41
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	140.90	0.00	140.90
Total G400.00 · Travel Reimbursement	140.90	0.00	140.90
G403.00 · Tax Collection			
G403.21 · Office Supplies	174.90	0.00	174.90
G403.28 · Tax Collection Fees	120.73	0.00	120.73
Total G403.00 · Tax Collection	295.63	0.00	295.63
G405.23 · Postage and Delivery	120.00	0.00	120.00
G405.34 · Advertising	178.10	0.00	178.10
G410.00 · Public Safety			
G419.31 · Sewage Permits (SEO Fees)	2,207.90	0.00	2,207.90
Total G410.00 · Public Safety	2,207.90	0.00	2,207.90
G430.00 · General Services			
G430.39 · Equipment Rental	1,600.00	0.00	1,600.00
Total G430.00 · General Services	1,600.00	0.00	1,600.00
G442.00 · Utilities	90.21	0.00	90.21
G471.00 · Debt Service			
G471.10 · Debt Principal	827.28	0.00	827.28
G472.10 · Debt Interest	574.28	0.00	574.28
Total G471.00 · Debt Service	1,401.56	0.00	1,401.56
Total Expense	23,851.59	415.41	24,267.00
Net Ordinary Income	-11,092.85	-411.88	-11,504.73
Net Income	-11,092.85	-411.88	-11,504.73

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY
Balance Sheet
As of September 10, 2024

	Sep 10, 24
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	95,063.03
G101.00 · MUNICIPAL ADVANTAGE ACCT/ARPA	76,897.53
S101.00 · STATE FUND	85,122.36
Total Checking/Savings	257,082.92
Total Current Assets	257,082.92
TOTAL ASSETS	257,082.92
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	208.76
G211.00 · Social Security Withheld	297.75
G211.10 · Social Security - Company	297.75
G212.00 · Local Income Taxes Withheld	211.74
G213.00 · Medicare Tax Withheld	139.26
G217.00 · State Income Tax Withheld	147.44
G219.00 · EMST Tax Withheld	10.60
G221.00 · PA UC Tax Withheld	8.02
G222.00 · PA UC Company	399.96
G21000 · PAYROLL LIABILITIES - Other	-11.07
Total G21000 · PAYROLL LIABILITIES	1,710.21
Total Other Current Liabilities	1,710.21
Total Current Liabilities	1,710.21
Total Liabilities	1,710.21
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	119,757.78
Net Income	111,946.12
Total Equity	255,372.71
TOTAL LIABILITIES & EQUITY	257,082.92

Truck Loan \$ 81009.17

JUNIATA TOWNSHIP

AUGUST 2024 MEETING

Anderson, Raystown Cabins, Short Term Rental - Parks Rd.- I sent Mr. Anderson an email asking him to contact me about progress on retaining an engenner for a site plan. Mr. Anderson has been in contact with Musser Sewer and Setptic to help him come up with a site plan and had Jim Graham install a flow meter to obtain accurate flow readings. I need to schedule a meeting with Mr. Anderson and discuss the overall plan and how he intends to move forward.

Eric Norris Grand View Ln.- Land development plan being presented to sign.

Gary Aungst Ripplin Rd.- The lot is approved for a small flow stream discharge septic system and would have to go through specific approvals for the actual permit including a NPDS permit and likely updated design. The lot is pre regulation and qualifies for a privy. Mr. Aungst decided to install the privy for now and work on the SFSD update. The also applied for recreational cabin permit for the drop structure.

6363 Hunter Dr.- Lake septic replaced the septic tank at the property and the old tank had a crack in the bottom. The project is complete, and the permit is closed.

Chris Bonillis- Mr. Bonillis has applied for a permit to install a new septic system and is working with a consultant on alternative technologies to serve the property.

Savino Point Rd.- The property was sold, and the new owner contacted me. I advised he contact Gunnett engineering to pick up where Mr. Savino stopped. I handed the project over to Tammy the FPA.

Ridgeview Campground- I issued three permits for accessory structures at the campground. Two small under 30" high decks and a gazebo. I double checked with Bureau Veritas on if the gazebo needed permitting or not and it is prefabricated personal use under 1000sf so not UCC permit was required.

Ongoing Hunter Dr. Complaints against Jill Jones: A site visit was conducted with the Juniata Twp. Supervisors to investigate a reported smell from a sand mound septic system. The Department Of Environmental Protection was on site to observe. The sand mound was checked along with the tanks and there was no sign of surface discharge or smell at the time of inspection. Tank had proper levels in them and the wiring appeared intact. We also looked at several other septic systems in the area including the newly replaced tank at 6363 Hunter Dr.

Felton Memosa Dr.- Mr. Felton changed his plan from building a house on his property to building an apartment in his existing garage. Mr. Felton had Young's surveying redesign the septic system. The apartment is in place of the house not in addition to the house. If a house is proposed in the future a land development plan and sewage planning will be necessary.

Duvall Complaint, Snyders Run Rd.- Report of possible sewage running into a road side ditch. I visited the site and there was a great deal of water coming out of the bank the day I was there. The vegetation made it hard to see it's origin. I have a letter to the owner asking them to contact me to set up a site meeting to investigate the origin of the water that is out on the road at times.

Ron Bollinger Complaint: I have had a couple of complaints about Mr. Bollinger having people staying on his property in a camper. I called Mr. Bollinger, and he stated that the camper would be leaving. I received more complaints that they did not vacate so I drove to the property and could see from the road

JUNIATA TOWNSHIP

AUGUST 2024 MEETING

what appeared to be a camper. Mr. Grove, also received a complaint and called me to report the camper. Mr. Bollinger was unreachable by phone, so I sent him a certified letter asking him to explain the situation on his property. Mr. Bollinger called me and explained the situation and is working on removing the camper from the property. This is presented to the board for follow up direction. I told Mr. Bollinger to expect further action if the camper was not removed.

Troy Anker, 11727 Snyders Run Rd.- Setback checks for a remodel including a garage. Sent to Bureau Veritas for UCC building permits

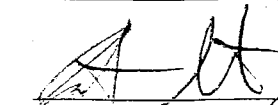
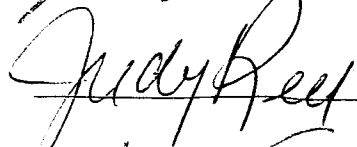
Urban Saddle- I received a septic inspection report for the Urban Saddle. The report seemed to indicate there are no alarms on the tanks to warn when they are full. I will contact Urban Saddle for details.

Juniata Township Board of Supervisors Meeting Sign-in Sheet

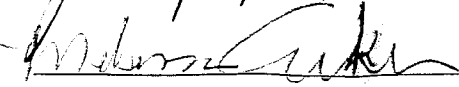
Date: Aug 13, 2024

Signature

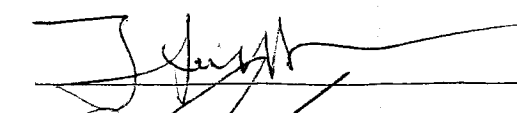
Print Name

Justin Stone
Judy Reel



Melissa Auker



Tim Brown



J. DINARD



TIM Conklin