

## **Juniata Township Meeting**

**March 11, 2025**

### **Agenda:**

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Approval of Minutes and Financial Report**
- **Engineer Report**
- **Solicitor Report**
- **Public Forum**
  - Brad Glover, Smithfield Volunteer Fire Co.
- **New Business**
  - Lancer Sub-Division
  - LSA Grant - Grantee Approval Request
  - Levine Engineering Contract
  - Solar Farm Ordinance
- **Reports**
  - STR Enforcement
  - Construction Code Enforcement
  - Road Master/Supervisor
- **Old Business**
  - Flagger Training
- **Announcements**
  - Next meeting Tuesday, April 08, 2025 @ 6:00 p.m.
- **Adjourn Meeting**

## **Juniata Township**

**January 07, 2025**

### **Minutes**

Chairman Grove 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:

- Carl Grove – Chairman
- Dean Parks – Vice-chairman; Supervisor
- Greg Stein - Supervisor
- Leslie McDermott – Secretary/Treasurer
- Jamie Catanese – SEO
- Butch Dysard – Roadmaster
- Tammy Dysard – STR Enforcement
- Joe Thompson – The Daily News

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the monthly township meeting held December 12, 2024.

Supervisor Parks motioned to accept the minutes as recorded. Seconded by Supervisor Stein. Unanimously approved by the board.

Secretary McDermott presented the financial report. Supervisor Parks motioned to accept the financial report as reported. Seconded by Supervisor Stein. Unanimously approved by the board.

### **Engineer Report – Tom Levine**

- Levine not present, no report.
- LSA Grant
  - Levine submitted his engineering proposal for the LSA Grant. Supervisors will forward to Solicitor Bradburn for review.

### **Solicitor Report – Wayne Bradburn**

- No report. Bradburn not present.

## **PUBLIC FORUM**

- No public.

## **NEW BUSINESS**

- **Flood Plain Administrator**
  - During the reorganization meeting, it was decided to have Tim Corbin assume the position of flood plain administrator.
- **Flagger Training**
  - Sherry, secretary of Porter Township, called Secretary McDermott to ask if the Juniata Township supervisors would be interested in sending employees to flagger training. Need at least a group of 10 to schedule the training.
  - Supervisors agreed to send employees to the training. Secretary McDermott will gather more information on the training and report at next meeting.

## **REPORTS**

- **STR Enforcement– Tammy Dysard**
  - Issued 2 renewals.
  - Received application for new STR.
- **Flood Plain Coordinator – Tim Corbin**
  - No report. Corbin not present.
- **Sewage Code Enforcement – Jamie Catanese**
  - Watson’s Cabins – Jamie has been in contact with Watsons but Watson claims he cannot meet until February. This is unacceptable, Jamie will try to force a meeting sooner.
  - Dysard’s Campground – Jamie met with the Dysard’s to determine next steps to take to correct violations.
    - There are 23 campers, water is available to campers but no direct hook ups, there is a very old privy on the property but porta johns are being used for sewage disposal.
    - Jamie calculated a flow total of approximately 50 gallons per camper per day and 200 gallons for the cabin per day producing a total of approximately 1,450 gallons per day.
    - Jamie issued a letter of violation to the Dysards, giving them 30 days to contact an engineer and develop a plan to correct the

violations and apply for a permit if they want to continue with the campground.

- **Construction Code Enforcement**
  - No report. Corbin not present.
- **Roadmaster/Supervisor Report**
  - Pipe installed on Baker's Hollow.
  - Work continues on the salt bin.
  - Need to order anti-skid.

Supervisor Parks made a motion to purchase 2 loads of anti-skid. Seconded by Supervisor Stein. Unanimously approved by the board.

- Dump truck is at the Raystown Ford for repairs.

## **OLD BUSINESS**

- **Solar Farm Ordinance**
  - Bradburn needs any input from the Supervisors before completing the ordinance.

## **ANNOUNCEMENTS**

- Next meeting to be held Tuesday, February 11, 2025 at 5:00 p.m.
- Supervisor Parks motioned to adjourn the meeting @ 6:14 p.m. Seconded by Supervisor Stein.

**JUNIATA TOWNSHIP  
2025 REORGANIZATION MEETING**

The 2025 reorganization meeting for Juniata Township was held on January 7, 2025 and was called to order at 5:00 p.m. by secretary/treasurer Leslie McDermott. Carl Grove was appointed Chairman of the Board on a motion by Gregory Stein Seconded by Dean Parks. Carl Grove accepted the position and proceeded with the meeting.

<b>RE-ORGANIZATIONAL MEETING 01/07/2025</b>	
CHAIRMAN	Carl Grove
VICE CHAIRMAN	Dean Parks
SUPERVISOR	Gregory Stein
SECRETARY/TREASURER	Leslie McDermott
ROADMASTER	Duane Dysard
SEWAGE ENFORCEMENT OFFICER	Jamie Catanese
ASSISTANT SEWAGE ENFORCEMENT OFFICER	Edward Swartz
CODE ENFORCEMENT/BLDG CODE OFFICER > 1000 Sq. Ft.	Bureau of Veritas
CODE ENFORCEMENT/BLDG CODE OFFICER < 1000 Sq. Ft.	Timothy Corbin
SOLICITOR	Wayne Bradburn
ENGINEER	Tom Levine, Levine Engineering
BANK	Kish Bank
SECRETARY/TREASURER BOND	\$250,000
VACANCY BOARD CHAIRMAN	Andrew Blugerman
VACANCY BOARD	Vacant
PLANNING BOARD	Vacant
AUDITOR	CPA Associates
TAX COLLECTOR	Marcia Fisher
DEPUTY TAX COLLECTOR	Karl Lang
FLOOD PLAIN ADMINISTRATOR	Timothy Corbin
SHORT TERM RENTAL COORDINATOR	Tammy Dysard
<b>MEETINGS</b>	
2025 MEETING TIME	2nd Tues of Month @ 6:00 p.m.
2025 WORK SHOP MEETING TIME	2nd Tues of Month @ 5:30 p.m.
LOCATION OF MEETING	Juniata Township Municipal Bldg.
<b>RENT OF TOWNSHIP BUILDING</b>	
RESIDENT	\$40.00
NON-RESIDENT	\$60.00
CHARITY	\$20.00

<b>BANK SIGNERS FOR 2025</b>	
Gregory S. Stein	
Dean Parks	
Carl Grove	
Leslie A. McDermott	
<b>WAGES</b>	
ROADMASTER	\$20.00/hour
LABORER/EQUIPMENT OPERATOR	\$19.00/hour
CLEANING TOWNSHIP BUILDING	\$16.00/hour
SECRETARY/TREASURER	\$18.00/hour
ASSISTANT SECRETARY	\$12.00/hour
SUPERVISORS	\$156.25/month
INCREASE TO NEW CAP OF \$3,145 FOR SUPERVISORS	\$262.08/month
CODE ENFORCEMENT/BLDG CODE OFFICER	\$18.00/hour
STR ENFORCEMENT	\$18.00/hour
NON LABOR	\$15.00/hour
<b>TAXES</b>	
REAL ESTATE	3.25 mills
EARNED INCOME TAX	1.50%
PER CAPITA	\$5.00
TRANSFER TAX	1/2 of 1%
<b>PAYROLL DEDUCTIONS</b>	
SOCIAL SECURITY	6.20%
MEDICARE	1.45%
STATE	3.07%
LOCAL	1.50%
UNEMPLOYMENT EMPLOYER	3.3846%
UNEMPLOYMENT EMPLOYEE	0.07%
OCCUPATIONAL TAX	\$10.00
MILEAGE	.70 per mile

Gregory Stein made a motion to accept the above items for 2025. Seconded by Dean Parks. Unanimously approved by the Board.

Gregory Stein made a motion to fund the cost of the PSATS Annual Conference for the Supervisors. Seconded by Dean Parks. Unanimously approved by the Board.  
Meeting adjourned at 5:36 p.m.

**BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY**

**Profit & Loss by Class**

January 8 through March 11, 2025

	General Fund	State Fund	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>GENERAL FUND INCOME</b>			
G321.60 · STR Permits	1,800.00	0.00	1,800.00
G321.71 · Amusement Tax	11,601.00	0.00	11,601.00
G321.80 · Franchise Fees	618.58	0.00	618.58
<b>Total GENERAL FUND INCOME</b>	14,019.58	0.00	14,019.58
<b>STATE FUND INCOME</b>			
S355.00 · STATE SHARE REV & ENTITLEMENTS			
S355.02 · Liquid Fuels Tax	0.00	56,846.55	56,846.55
<b>Total S355.00 · STATE SHARE REV &amp; ENTITLEMENTS</b>	0.00	56,846.55	56,846.55
S431.00 · INTEREST EARNINGS.			
S431.01 · Interest on Checking	0.00	1.97	1.97
<b>Total S431.00 · INTEREST EARNINGS.</b>	0.00	1.97	1.97
<b>Total STATE FUND INCOME</b>	0.00	56,848.52	56,848.52
G301.00 · REAL PROPERTY TAXES			
G301.10 · Real Estate Taxes Current Year	1,818.76	0.00	1,818.76
<b>Total G301.00 · REAL PROPERTY TAXES</b>	1,818.76	0.00	1,818.76
G310.00 · PER CAPITA TAXES			
G310.01 · Per Capita Taxes Current Year	89.25	0.00	89.25
G310.03 · Per Capita Delinquent	26.25	0.00	26.25
<b>Total G310.00 · PER CAPITA TAXES</b>	115.50	0.00	115.50
G310.10 · Real Estate Transfer Tax	3,479.00	0.00	3,479.00
G310.20 · EARNED INCOME TAX			
G310.21 · Earned Income Tax Current Year	4,081.52	0.00	4,081.52
G310.20 · EARNED INCOME TAX - Other	4,586.98	0.00	4,586.98
<b>Total G310.20 · EARNED INCOME TAX</b>	8,668.50	0.00	8,668.50
G310.50 · LST TAX			
G310.53 · LST Delinquent	65.79	0.00	65.79
G310.50 · LST TAX - Other	5.25	0.00	5.25
<b>Total G310.50 · LST TAX</b>	71.04	0.00	71.04
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	9.94	0.00	9.94
G341.00 · INTEREST EARNINGS - Other	532.14	0.00	532.14
<b>Total G341.00 · INTEREST EARNINGS</b>	542.08	0.00	542.08
G362.0 · PUBLIC SFTY			
G362.41 · Bldg Pmts	50.00	0.00	50.00
G362.44 · Sewage Permits/SEO Fees	2,380.00	0.00	2,380.00
<b>Total G362.0 · PUBLIC SFTY</b>	2,430.00	0.00	2,430.00
<b>Total Income</b>	31,144.46	56,848.52	87,992.98
<b>Expense</b>			
<b>GENERAL FUND EXPENSES</b>			
PUBLIC WRKS HIGHWAYS ROADS & ST			
G432.00 · Winter Maintenance-Snow Removal	2,663.15	0.00	2,663.15
G437.00 · Repairs of Tools & Machinery	8,334.73	0.00	8,334.73
G438.00 · Maint & Repair Roads Bridges	2,215.83	0.00	2,215.83
<b>Total PUBLIC WRKS HIGHWAYS ROADS &amp; ST</b>	13,213.71	0.00	13,213.71
<b>Total GENERAL FUND EXPENSES</b>	13,213.71	0.00	13,213.71
GENERAL GOV'T BLDG & PLANT			
G409.37 · Building Repair/Maintenance	707.10	0.00	707.10
<b>Total GENERAL GOV'T BLDG &amp; PLANT</b>	707.10	0.00	707.10
INSURANCE CASUALTY & SURETY			
G486.10 · Insurance - Liability	1,000.42	0.00	1,000.42
G486.30 · Insurance - Automobile	899.90	0.00	899.90
G486.70 · Worker's Compensation	417.12	0.00	417.12
<b>Total INSURANCE CASUALTY &amp; SURETY</b>	2,317.44	0.00	2,317.44

**BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY**

**Profit & Loss by Class**

January 8 through March 11, 2025

	General Fund	State Fund	TOTAL
<b>PAYROLL EXPENSES</b>			
P400.05 · Supervisor Wages	937.50	0.00	937.50
P400.12 · Roadmaster Wages	19.00	0.00	19.00
P403.11 · Tax Collector Wages	95.40	0.00	95.40
P405.10 · Secretary Wages	1,710.00	0.00	1,710.00
P409.37 · Building Repair/Maint	580.50	0.00	580.50
P413.00 · Code Enforcement Officer	60.00	0.00	60.00
P419.00 · STR Enforcement	453.00	0.00	453.00
P432.00 · Winter Maintenance	2,434.50	0.00	2,434.50
P437.00 · Repairs of Tools & Machinery	1,006.00	0.00	1,006.00
P438.00 · Repair/Maint Roads & Bridges	1,009.50	0.00	1,009.50
<b>PAYROLL EXPENSES - Other</b>	<b>875.66</b>	<b>0.00</b>	<b>875.66</b>
<b>Total PAYROLL EXPENSES</b>	<b>9,181.06</b>	<b>0.00</b>	<b>9,181.06</b>
<b>STATE FUND EXPENSES</b>			
S432.00 · Winter Maintenance Snow Removal	0.00	2,035.00	2,035.00
S438.00 · Repair/Maint Roads & Bridges	0.00	925.20	925.20
<b>Total STATE FUND EXPENSES</b>	<b>0.00</b>	<b>2,960.20</b>	<b>2,960.20</b>
<b>G400.00 · Travel Reimbursement</b>			
G400.33 · Mileage - Supervisor/Roadmaster	8.62	0.00	8.62
G419.33 · Mileage - STR Enforcement	53.48	0.00	53.48
<b>Total G400.00 · Travel Reimbursement</b>	<b>62.10</b>	<b>0.00</b>	<b>62.10</b>
<b>G403.00 · Tax Collection</b>			
G403.21 · Office Supplies	292.10	0.00	292.10
G403.28 · Tax Collection Fees	154.00	0.00	154.00
<b>Total G403.00 · Tax Collection</b>	<b>446.10</b>	<b>0.00</b>	<b>446.10</b>
<b>G405.21 · Office Supplies</b>			
G405.21 · Office Supplies	442.67	0.00	442.67
<b>G405.23 · Postage and Delivery</b>			
G405.23 · Postage and Delivery	13.69	0.00	13.69
<b>G410.00 · Public Safety</b>			
G419.31 · Sewage Permits (SEO Fees)	2,560.00	0.00	2,560.00
<b>Total G410.00 · Public Safety</b>	<b>2,560.00</b>	<b>0.00</b>	<b>2,560.00</b>
<b>G430.00 · General Services</b>			
G430.39 · Equipment Rental	340.00	0.00	340.00
<b>Total G430.00 · General Services</b>	<b>340.00</b>	<b>0.00</b>	<b>340.00</b>
<b>G442.00 · Utilities</b>			
G442.00 · Utilities	349.29	0.00	349.29
<b>G471.00 · Debt Service</b>			
G471.10 · Debt Principal	1,719.89	0.00	1,719.89
G472.10 · Debt Interest	1,083.23	0.00	1,083.23
<b>Total G471.00 · Debt Service</b>	<b>2,803.12</b>	<b>0.00</b>	<b>2,803.12</b>
<b>Total Expense</b>	<b>32,436.28</b>	<b>2,960.20</b>	<b>35,396.48</b>
<b>Net Ordinary Income</b>	<b>-1,291.82</b>	<b>53,888.32</b>	<b>52,596.50</b>
<b>Net Income</b>	<b>-1,291.82</b>	<b>53,888.32</b>	<b>52,596.50</b>



BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Balance Sheet

As of March 11, 2025

	<u>Mar 11, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	118,659.53
G101.00 · MUNICIPAL ADVANTAGE ACCT/ARPA	78,651.96
S101.00 · STATE FUND	62,073.99
Total Checking/Savings	<u>259,385.48</u>
Total Current Assets	<u>259,385.48</u>
TOTAL ASSETS	<u><u>259,385.48</u></u>
LIABILITIES & EQUITY	
Liabilities	1,863.63
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	269,229.63
Net Income	-35,376.59
Total Equity	<u>257,521.85</u>
TOTAL LIABILITIES & EQUITY	<u><u>259,385.48</u></u>

*Truck Loan \$ 75,885.58*