

## **Juniata Township Meeting**

**May 03, 2022**

### **Agenda**

#### **Call Meeting to Order**

#### **Pledge of Allegiance**

#### **Approval of Minutes and Financial Report**

#### **Engineer Report**

#### **Solicitor Report**

#### **New Business**

- Street Signs – Courtland Drive, Line of Fire Drive, Grand View Lane & Eagles View Drive.

#### **Public Forum**

#### **Reports**

- Construction Code Enforcement
- Planning Commission
  - SALDO Revision
  - Short Term Rental Ordinance
- Road Master/Supervisor

#### **Old Business**

- Ridgeview Campground
- Hurricane IDA Recovery
- ARPA Funding

#### **Announcements**

- Next Meeting: June 07, 2022 @ 6:00 p.m.

#### **Adjourn Meeting**

## **Juniata Township Meeting**

## **Juniata Township Meeting**

**April 05, 2022**

### **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 – CEO/SFO
- Tom Levine – Engineer
- Butch Dysard - Roadmaster

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the March 01, 2022 monthly township meeting.

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

### **Engineer Report**

- Engineer, Tom Levine, reported that on March 22, 2022, Secretary McDermott received a deficiency letter for the sewage facility planning module for Ridgeview Campground.
- Andrew Kearney, GHD responded to the letter. Tom received the response to the letter this morning.
- Tom did not have a chance to complete his review and recommended tabling any action until the May 2022 meeting.

## **Solicitor Report**

- No report.

## **NEW BUSINESS**

### **Street Name Ordinances 2022-3 and 2022-4**

#### **Grand View Lane & Eagles View Drive**

- Supervisor Parks motioned to approve Ordinance 2022-3 adding Grand View Lane and Eagles View Drive to the Juniata Township Street naming ordinance. Seconded by Chairman Stein. Unanimously approved by the board.

#### **Street Name Addition – Line of Fire Drive**

- Supervisor Parks motioned to approve Ordinance 2022-4 adding Line of Fire Drive to the Juniata Township Street naming ordinance. Seconded by Chairman Stein. Unanimously approved by the board.

## **Public Forum**

- Justin Stoner, owner of Ridgeview Campground, expressed concern about the tabling of the deficiency letter, because it was to be completed by the middle of April and now, they will not be able to meet the DEP requirements.
- Chairman Stein will ask Tom Levine to expedite his review and Supervisors will legally do what they can to meet the April deadline.

## **Construction Code Enforcement**

- See attached report.
  - Mr. Payne, Urban Saddle Ranch (formerly Ripka's Cottages), called for a holding tank permit for an event venue.
  - When Jamie visited site found that Mr. Payne had converted one of his agricultural buildings into a 150-seat event venue. Jamie has a signed affidavit stating that the buildings were going to be used for agricultural purposes only.
  - Venue was completed with no permits from state, county or township.
  - Cannot permit a holding tank because the flows for the site are over 800 gallons per day.

- Jamie sent Mr. Payne a cease-and-desist letter. Then reached out to the Bureau of Veritas, they are also going to send Mr. Payne a letter as well.
- Jamie recommended that Mr. Payne get a planning engineer involved.
- After speaking with DEP, Jamie doubts that there will be a way that the venue will be able to be used.
- Received a call from a homeowner in Crestwood Estate that would like to rent home through Airbnb to ask if there were any zoning regulations prohibiting renting through Airbnb. Currently, at this time there are no regulations in Juniata Township.

### **Planning Commission**

- Planning Commission meeting
  - See attached meeting minutes April 4, 2022 & April 19, 2022
  - Carl Grove asked if a moratorium could be put in place until ordinances can be updated. Chairman Stein will ask for guidance from township solicitor.

### **Road Master/Supervisor**

- Chairman Stein received a call from Attorney Bradburn. He is currently in rehab and improving.
- Butch Dysard, Roadmaster reported:
  - Stone stockpiled; Anti-skid stocked for next year.
  - Roads are in good shape; Ditches need cleaned.
  - White truck – bed and snow plow rusted, making a noise when brakes are applied.
- Riverview Heights, Crestwood Estates and Stone Bridge need tar and chipped this year. Price is approximately \$59,000.00.

### **OLD BUSINESS**

- **Ridgeview Campground**
  - No new developments.
- **Hurricane IDA Funding**
  - Completed and submitted damage costs 10 days ago.
  - If approved, township could receive approximately \$40,000.00.

**Announcements**

- Next meeting will be held April 05, 2022 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 6:47 p.m. Seconded by Supervisor Stein.

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# JUNIATA TOWNSHIP

## MARCH 2022 ACTIVITY REPORT FOR APRIL MEETING

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Vikey Gillen Property- Henderson Overlook Rd. – Cabin - Vicky called and wanted me to send her the flood plain application to rebuild the cabin on Henderson Overlook Rd. I explained the cabin remnants are within 50' of the stream bank and it is in the floodway. I sent her an application and ordinance and advised she contact an engineer versed in floodway construction.

Keith Henderson / Butch Dysard – Checked setbacks for a covered porch add on at the cabin located near 7937 Raven lane. Referred Mr. Dysard to Bureau Veritas for UCC permitting

Greg Coder / Hederson Overlook Rd., / Near Smithfield Twp. Line. - Issued Mr. Coder a shed / garage permit for under 1000 sf. The building will be outside the floodplain.

Eric Worlfe – Ripplin Rd. - Wanted to place a shed on the property. There is no room to place the shed and meet setback requirements. He has applied for a stream crossing permit and intends to place a garage on the other side of the stream allowing him more room. While on site they asked about replacing the old 500gallon septic tank. I am going to send them a permit application for a tank replacement.

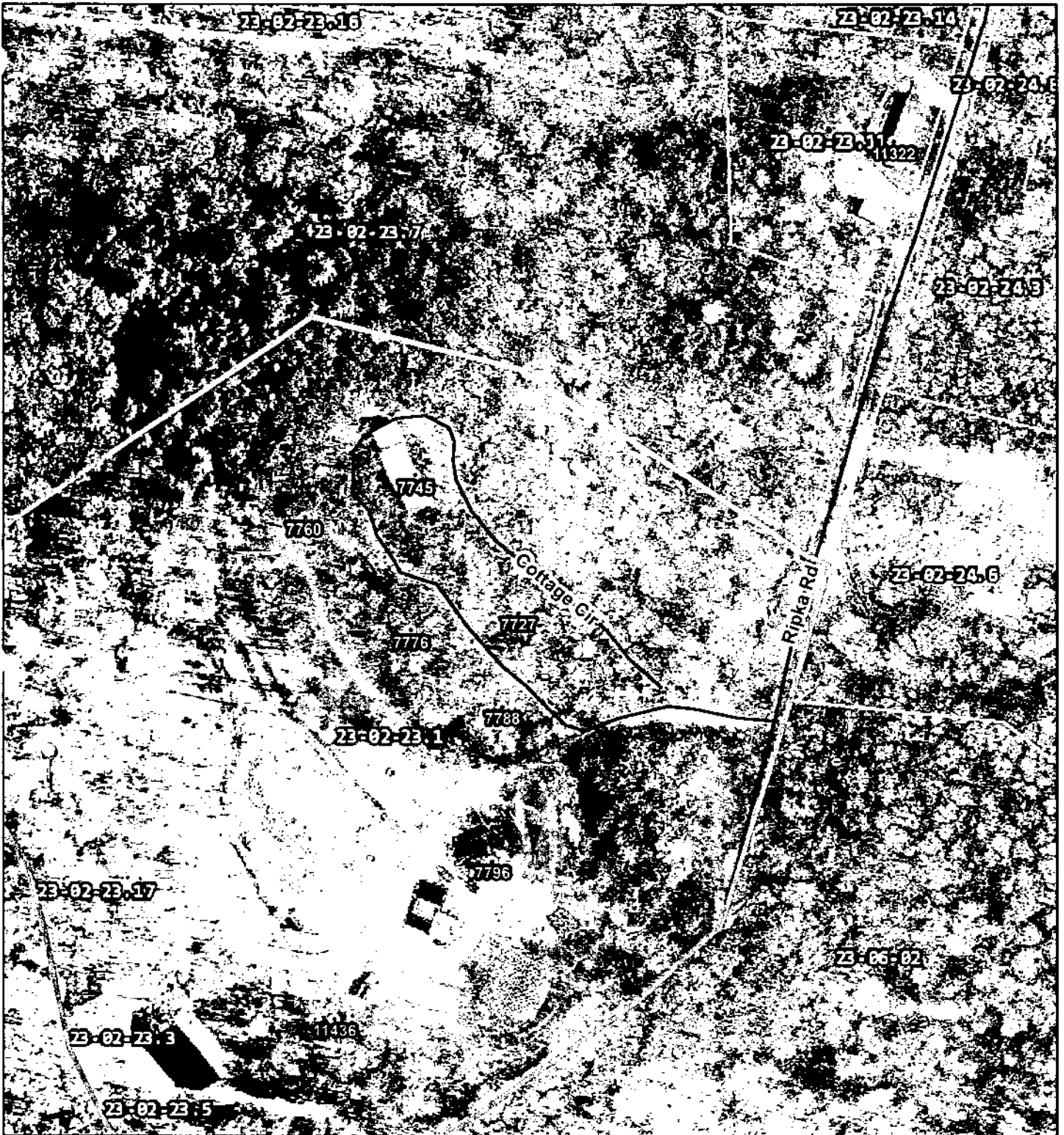
Weikert Excavating / Buterbaugh / Vista Rise Dr. - I met with Jimmy Weikert about septic tank placement to hook to an existing septic on the lot.

JSM Realty / 7222 Watson Dr. / (Snyders Run Rd.) – Received a call they were doing septic work without a permit. I visited the site and found earth disturbance around the septic tank. I sent them a certified letter. They called me and we are going to work on a permit. They have more pipe to replace.

Steve Burdick / 5792 Windstar Way – Called about putting a roof on an porch. Will check setbacks and refer him for a UCC permit.

Urban Saddle Ranch / Cabins -7745 cottage Circle Dr. - I was called by Mr. Payne to look into permitting a holding tank and discovered they had converted a pole barn into a 150 seat event center without any permits or approvals from the township county or state. I sent a certified letter to stop work and contacted Bureau Veritas to visit the site. I received a call from Youngs Surveying about the project and discussed options to move forward. Complete planning approvals will be needed.

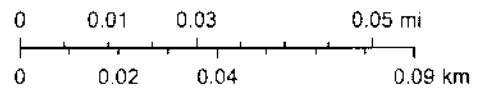
# ArcGIS Web Map



4/5/2022, 3:51:31 PM

1:2,257

- Structures
- Roads
- Other
- Tax Parcels



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# JUNIATA TOWNSHIP

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April 13, 2022

Jeremy Eichelberger  
1201 Linda Ln.,  
Marysville, PA 17053

RE: Code & Sewage Violation

Mr. Eichelberger:

As per our phone conversation your lot located at 11680 Snyders Run Road, Huntingdon PA was reported to the township as having added camper hook ups without any permitting. As per your closed permit and supporting documentation dated 3/30/2019 you were allowed to hook up one personal use camper to the existing septic system. No additional campers can be added without proper planning, testing and permitting.

The unpermitted improvements made on your site violate The Pennsylvania Sewage Facilities Act, The PA Code as it relates to the uniform construction code and the Juniata Township Land Development Ordinance.

**You must do the following to rectify the situation:**

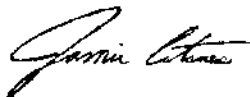
- **Contact Burea Veritas in Mill Creek PA to get a permit for the electrical work preformed and have it inspected. (814-643-3480)**
- **Remove any camper pad hook ups that allow for more than one camper on your lot. This includes electric and sewer.**
- **Fill out the enclosed application for sewage disposal modification and return it to my office with payment. (this will allow the sewage pipe reworking and risers installed)**

If you fail to complete these items, this matter will be turned over to the township solicitor for action.

Do not complete any work until your permits are in place.

Please call my office if you have any questions, I will try to help you.

Sincerely,



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

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JUNIATA TOWNSHIP - HUNTINGDON COUNTY

Township Building  
6208 Parks Road  
Huntingdon, PA 16652





Juniata Township Planning Commission Meeting Minutes  
April 19, 2022

Attendance

Present:

Joe Biddle- Chairman

Chad Snare- Vice-Chairman

Joe Dinardi- Secretary/Treasurer

Carl Grove- Member

Ken Stewart- Member

Absent- none

Guests:

Harlan Byers

\*The meeting was called to order by Chairman Joe Biddle at 7:30 pm at the Juniata Township Municipal Building. The Pledge of Allegiance followed.

\*The commission discussed the limited ground water available on Piney Ridge and how future development will further limit available water for current residents living on Piney Ridge.

\*Members discussed Piney Ridge's close proximity to Raystown Lake and the growing number of campgrounds and short term rentals within the township, and specifically, on Piney Ridge. Members reviewed and discussed 2 ordinances from other rural townships in close proximity to high tourism areas:

1. Liberty Township, Adams County, PA.- Liberty Township is located in close proximity to Gettysburg, PA. The ordinance addresses campground development and regulations for existing campgrounds.
2. Tobyhanna Township, Monroe County, PA- Tobyhanna Township is located in close proximity to the Pocono Mountain resort areas. The ordinance regulates short term rentals, such as VRBO and Airbnb.

\*The commission discussed recommending to the Township Supervisors a moratorium on major land developments for 6 months to allow the recently formed planning commission time to develop an ordinance to address future land development. Members agreed to make the request for the 6 month moratorium.

\*Members discussed researching the current township SALDO to determine if setbacks for buildings and roads currently exist, and if so, are they appropriate for future development. Inquiry will be made at the next township meeting regarding setbacks.

\*The commission discussed the township classification system in Pennsylvania. Classification is based on population. Juniata Township is a Class 2 township, and Huntingdon County is a 6<sup>th</sup> Class county. This information could be important because the state treats townships differently according to classification.

\*The Commission discussed the loss of revenue for Juniata Township because the township is not yet collecting the available amusement tax. The commission will discuss this with the township supervisors at the next township meeting.

\*The Commission discussed the property owners who have a small number of RV sites on their property. The commission discussed possibly establishing a limit to the number of RV sites a property owner can have without being subject to campground regulations. The commission discussed possibly limiting the number of RV sights to 2 or possibly 3 per property.

\*The Commission is now working on formulating an ordinance to regulate short term rentals and campgrounds. The commission will provide an update to the township supervisors at the next township meeting.

\*The commission discussed how property owners will be notified once the ordinance is completed and approved. It was suggested that The Daily News should be invited to the township meeting when the ordinance is on the agenda for approval.

\*Chairman Joe Biddle will discuss with Attorney Dave Ody some of the details and legalities of the commissions ideas regarding the ordinance being developed.

\*As required, the Daily News is publishing the dates and times of the commission meetings. The dates will be published a total of three times, each two weeks apart.

\*Harlan Byers suggested speaking with Smithfield Township Supervisors to discuss what regulations they have put in place to address the shortage of ground water on Piney Ridge in the Leffards Bench area. Several residents in the Leffards Bench area have dealt with wells going dry. The commission noted that Smithfield Township meetings are the same time and date as Juniata Township. The commission will make an effort to discuss water issues with Smithfield Township Supervisors.

\*The meeting was adjourned at 9:15pm. The next meeting will be 5/17/22 at 7:30pm.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

April 2022

	General Fund	State Fund	TOTAL
Ordinary Income/Expense			
Income			
STATE FUND INCOME			
\$431.00 · INTEREST EARNINGS.			
\$431.01 · Interest on Checking	0.00	0.03	0.03
Total \$431.00 · INTEREST EARNINGS.	0.00	0.03	0.03
Total STATE FUND INCOME	0.00	0.03	0.03
G301.00 · REAL PROPERTY TAXES			
G301.10 · Real Estate Taxes Current Year	3,376.87	0.00	3,376.87
Total G301.00 · REAL PROPERTY TAXES	3,376.87	0.00	3,376.87
G310.00 · PER CAPITA TAXES			
G310.01 · Per Capita Taxes Current Year	259.70	0.00	259.70
Total G310.00 · PER CAPITA TAXES	259.70	0.00	259.70
G310.10 · Real Estate Transfer Tax	6,203.40	0.00	6,203.40
G310.20 · EARNED INCOME TAX			
G310.21 · Earned Income Tax Current Year	565.41	0.00	565.41
G310.22 · Earned Income Tax Prior Year	1,886.07	0.00	1,886.07
Total G310.20 · EARNED INCOME TAX	2,471.48	0.00	2,471.48
G341.00 · INTEREST EARNINGS			
G341.01 · Interest on Checking	2.31	0.00	2.31
Total G341.00 · INTEREST EARNINGS	2.31	0.00	2.31
G362.0 · PUBLIC SFTY			
G362.41 · Bldg Pmnts	732.39	0.00	732.39
G362.44 · Sewage Permits/SEO Fees	400.00	0.00	400.00
Total G362.0 · PUBLIC SFTY	1,132.39	0.00	1,132.39
Total Income	13,446.15	0.03	13,446.18
Expense			
GENERAL FUND EXPENSES			
PUBLIC WRKS HIGHWAYS ROADS & ST			
G432.00 · Winter Maintenance-Snow Removal	1,190.55	0.00	1,190.55
G437.00 · Repairs of Tools & Machinery	682.36	0.00	682.36
G438.00 · Maint & Repair Roads Bridges	5,140.44	0.00	5,140.44
Total PUBLIC WRKS HIGHWAYS ROADS & ST	7,013.45	0.00	7,013.45
Total GENERAL FUND EXPENSES	7,013.45	0.00	7,013.45
INSURANCE CASUALTY & SURETY			
G486.10 · Insurance - Liability	327.08	0.00	327.08
G486.20 · Insurance - Property/Casualty	69.18	0.00	69.18
G486.30 · Insurance - Automobile	341.18	0.00	341.18
G486.70 · Worker's Compensation	182.81	0.00	182.81
Total INSURANCE CASUALTY & SURETY	919.25	0.00	919.25
PAYROLL EXPENSES			
P400.05 · Supervisor Wages	468.75	0.00	468.75
P400.12 · Roadmaster Wages	572.00	0.00	572.00
P405.10 · Secretary Wages	773.50	0.00	773.50
P409.37 · Building Repair/Maint	0.00	0.00	0.00
P413.00 · Code Enforcement Officer	67.50	0.00	67.50
P432.00 · Winter Maintenance	264.00	0.00	264.00
P437.00 · Repairs of Tools & Machinery	229.00	0.00	229.00
P438.00 · Repair/Maint Roads & Bridges	1,600.00	0.00	1,600.00
P438.20 · Land Slide	0.00	0.00	0.00
PAYROLL EXPENSES - Other	350.03	0.00	350.03
Total PAYROLL EXPENSES	4,424.78	0.00	4,424.78
STATE FUND EXPENSES			
S438.00 · Repair/Maint Roads & Bridges	0.00	656.34	656.34

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

April 2022

	General Fund	State Fund	TOTAL
S471.00 · Debt Service			
S471.10 · Debt Principal	0.00	1,361.89	1,361.89
S472.10 · Debt Interest	0.00	38.11	38.11
<b>Total S471.00 · Debt Service</b>	<b>0.00</b>	<b>1,400.00</b>	<b>1,400.00</b>
<b>Total STATE FUND EXPENSES</b>	<b>0.00</b>	<b>2,058.34</b>	<b>2,058.34</b>
G400.00 · Travel Reimbursement			
G400.33 · Mileage - Supervisor/Roadmaster	35.10	0.00	35.10
<b>Total G400.00 · Travel Reimbursement</b>	<b>35.10</b>	<b>0.00</b>	<b>35.10</b>
G403.00 · Tax Collection			
G403.21 · Office Supplies	154.56	0.00	154.56
G403.28 · Tax Collection Fees	48.94	0.00	48.94
<b>Total G403.00 · Tax Collection</b>	<b>203.50</b>	<b>0.00</b>	<b>203.50</b>
G405.34 · Advertising	12.25	0.00	12.25
G410.00 · Public Safety			
G419.31 · Sewage Permits (SED Fees)	475.00	0.00	475.00
<b>Total G410.00 · Public Safety</b>	<b>475.00</b>	<b>0.00</b>	<b>475.00</b>
G442.00 · Utilities	192.32	0.00	192.32
G471.00 · Debt Service			
G471.10 · Debt Principal	462.44	0.00	462.44
G472.10 · Debt Interest	58.59	0.00	58.59
<b>Total G471.00 · Debt Service</b>	<b>521.03</b>	<b>0.00</b>	<b>521.03</b>
<b>Total Expense</b>	<b>13,796.68</b>	<b>2,058.34</b>	<b>15,855.02</b>
<b>Net Ordinary Income</b>	<b>-350.53</b>	<b>-2,058.31</b>	<b>-2,408.84</b>
Other Income/Expense			
Other Income			
G395.00 · Refunds of PY Expenditures	2,028.01	0.00	2,028.01
<b>Total Other Income</b>	<b>2,028.01</b>	<b>0.00</b>	<b>2,028.01</b>
<b>Net Other Income</b>	<b>2,028.01</b>	<b>0.00</b>	<b>2,028.01</b>
<b>Net Income</b>	<b>1,677.48</b>	<b>-2,058.31</b>	<b>-380.83</b>

**BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY**

**Balance Sheet**

As of May 3, 2022

	<u>May 3, 22</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	51,944.85
G102.00 · SAVINGS ACCOUNT	12,041.19
S101.00 · STATE FUND	58.80
Total Checking/Savings	<u>64,044.84</u>
Total Current Assets	<u>64,044.84</u>
<b>TOTAL ASSETS</b>	<u><u>64,044.84</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	316.76
G211.00 · Social Security Withheld	362.98
G211.10 · Social Security - Company	362.98
G212.00 · Local Income Taxes Withheld	87.81
G213.00 · Medicare Tax Withheld	169.80
G217.00 · State Income Tax Withheld	179.73
G219.00 · EMST Tax Withheld	2.20
G221.00 · PA UC Tax Withheld	2.40
G222.00 · PA UC Company	58.49
Total G21000 · PAYROLL LIABILITIES	<u>1,543.15</u>
Total Other Current Liabilities	<u>1,543.15</u>
Total Current Liabilities	<u>1,543.15</u>
Total Liabilities	1,543.15
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	58,996.68
Net Income	<u>-20,163.80</u>
Total Equity	<u>62,501.69</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>64,044.84</u></u>
CRESTWOD ESTATES	9,227.39
TRUCK	14,296.42