

Juniata Township

January 03, 2023

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
- Wayne Bradburn – Solicitor
- Jamie Catanese - CEO
- Butch Dysard – Roadmaster

Guests:

- See Attached

Reading and approval of the regular meeting minutes from the December 06, 2022, monthly township 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. Supervisor Stein. Unanimously approved by the Board.

PUBLIC FORUM

- **William Heffner – New Home Construction**
 - Township resident, William Heffner, brought new home plans to the meeting for a building permit.
 - CEO, Jamie Catanese, accepted plans and will call Mr. Heffner schedule an appointment with Catanese to meet at building site.
- **Harlan Byers – STR Ordinance**
 - Resident, Harlan Byers, asked supervisors for an update on the STR Ordinance.

- Supervisor Stein stated that the Supervisors received input from residents at the public meeting. Supervisors must consider all input before finalizing the ordinance.
- Carl Grove stated that the final ordinance was sent to supervisors after the planning commission incorporated public input in the ordinance.
- Supervisor Stein never received the final ordinance and asked Mr. Grove to send it to him.
- **Steve Burdick – Norris Farm Drive**
 - Mr. Burdick asked if supervisors know what is going on in the Norris Farm Drive area.
 - CEO, Jamie Catanese, informed Mr. Burdick that it is the Filson subdivision. As of yet, the plan has not been submitted for review by the supervisors.
 - Mr. Burdick is very concerned about the impact of building more houses in that area will have on his well and the access road.

REPORTS

Engineer Report

- No report.

Solicitor Report

- Solicitor Bradburn conducted a preliminary research on a business privilege tax for the township as suggested by resident, Carl Grove, at the last meeting. Bradburn stated that there is an enabling statute that would allow the township to implement a business privilege tax.
- Bradburn would like to discuss tax further with supervisors in an executive session to determine if it worth pursuing. In Bradburn's research, he found that rental real estate businesses and any businesses involved with leasing any type of property are excluded from a business privilege tax. Property rentals are the majority of business conducted in the township.

NEW BUSINESS

- **Planning Commission Resignations**
 - All members of the planning commission submitted resignations on December 07, 2022.

- Supervisors tabled the acceptance of the resignations until all work product is received from the commission in digital format. Specifically, the camp ground ordinance.
- **Street Name Additions – Ridgeview Campground**
 - A request was received from the Huntingdon County Planning Commission for the following street names additions in Ridgeview Campground: Ridgeview Camping Road, Deer Run Road, Fox Hollow Road, Moose Tracks Road, Coyote Way Road, Bear Den Road, Beaver Trail Road and Elk Bend Road.

Supervisor Stein motioned to approve the street name additions in Ridgeview Campground. Seconded by Supervisor Parks. The motion carried.

REPORTS

Construction Code Enforcement

- See attached report.

Planning Commission

- No report.

Road Master/Supervisor Report

- Many ditches have been cleaned. Did not get to Baker's Hollow or the rest of overlook road.
- Cleared brush in Riverview Heights.
- Equipment is all in working order.
- Supervisor Stein would like to purchase a portable air compressor. Will get pricing and present at next meeting.
- Riverview Heights project on hold. Jimmy Weikert wasn't able to get in because of the weather.
- Supervisor Stein once again requested the petition signed by many township residents in opposition to Ridgeview Campground from Carl Grove. Mr. Grove stated he has the petition and will get a copy to Supervisor Stein.

OLD BUSINESS

Amusement Tax Ordinance

- Township is receiving applications and issuing permits.
- Still has received no response from Family Campground.

Announcements

- Regular 2023 monthly meetings will be held the 2nd Tuesday of each month @ 6:00 p.m.
- Next meeting will be held February 14, 2023 @ 6:00 p.m.

Supervisor Parks motioned to adjourn the meeting @ 6:38 p.m. Seconded by Supervisor Stein.

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

02/14/23

January 4 through February 14, 2023

Cash Basis

	ARPA	General Fund	State Fund	TOTAL
Ordinary Income/Expense				
Income				
GENERAL FUND INCOME				
G321.70 · Amusement Tax Permits	0.00	400.00	0.00	400.00
Total GENERAL FUND INCOME	0.00	400.00	0.00	400.00
STATE FUND INCOME				
S431.00 · INTEREST EARNINGS.				
S431.01 · Interest on Checking	0.00	0.00	1.45	1.45
Total S431.00 · INTEREST EARNINGS.	0.00	0.00	1.45	1.45
Total STATE FUND INCOME	0.00	0.00	1.45	1.45
G301.00 · REAL PROPERTY TAXES				
G301.10 · Real Estate Taxes Current Year	0.00	1,532.25	0.00	1,532.25
Total G301.00 · REAL PROPERTY TAXES	0.00	1,532.25	0.00	1,532.25
G310.00 · PER CAPITA TAXES				
G310.01 · Per Capita Taxes Current Year	0.00	115.50	0.00	115.50
Total G310.00 · PER CAPITA TAXES	0.00	115.50	0.00	115.50
G310.10 · Real Estate Transfer Tax	0.00	4,468.80	0.00	4,468.80
G310.20 · EARNED INCOME TAX				
G310.21 · Earned Income Tax Current Year	0.00	60.08	0.00	60.08
G310.22 · Earned Income Tax Prior Year	0.00	3,925.67	0.00	3,925.67
Total G310.20 · EARNED INCOME TAX	0.00	3,985.75	0.00	3,985.75
G341.00 · INTEREST EARNINGS				
G341.01 · Interest on Checking	0.00	1.09	0.00	1.09
G341.00 · INTEREST EARNINGS - Other	250.82	0.00	0.00	250.82
Total G341.00 · INTEREST EARNINGS	250.82	1.09	0.00	251.91
G362.0 · PUBLIC SFTY				
G362.41 · Bldg Pmts	0.00	169.00	0.00	169.00
G362.44 · Sewage Permits/SEO Fees	0.00	5,579.90	0.00	5,579.90
Total G362.0 · PUBLIC SFTY	0.00	5,748.90	0.00	5,748.90
Total Income	250.82	16,252.29	1.45	16,504.56
Expense				
GENERAL FUND EXPENSES				
PUBLIC WRKS HIGHWAYS ROADS & ST				
G437.00 · Repairs of Tools & Machinery	0.00	225.40	0.00	225.40
G438.00 · Maint & Repair Roads Bridges	0.00	941.71	426.53	1,368.24
Total PUBLIC WRKS HIGHWAYS ROADS & ST	0.00	1,167.11	426.53	1,593.64
Total GENERAL FUND EXPENSES	0.00	1,167.11	426.53	1,593.64
GENERAL GOVERNMENT				
G402.00 · Auditing Services	0.00	2,450.00	0.00	2,450.00
G404.00 · Solicitor	0.00	3,185.00	0.00	3,185.00
Total GENERAL GOVERNMENT	0.00	5,635.00	0.00	5,635.00
INSURANCE CASUALTY & SURETY				
G486.10 · Insurance - Liability	0.00	793.92	0.00	793.92
G486.30 · Insurance - Automobile	0.00	639.78	0.00	639.78
G486.70 · Worker's Compensation	0.00	316.30	0.00	316.30
Total INSURANCE CASUALTY & SURETY	0.00	1,750.00	0.00	1,750.00
PAYROLL EXPENSES				
P400.05 · Supervisor Wages	0.00	468.75	0.00	468.75
P400.12 · Roadmaster Wages	0.00	323.00	0.00	323.00
P405.10 · Secretary Wages	0.00	774.00	0.00	774.00
P409.37 · Building Repair/Maint	0.00	74.50	0.00	74.50
P413.00 · Code Enforcement Officer	0.00	64.00	0.00	64.00
P432.00 · Winter Maintenance	0.00	619.00	0.00	619.00
P437.00 · Repairs of Tools & Machinery	0.00	246.50	0.00	246.50
P438.00 · Repair/Maint Roads & Bridges	0.00	2,581.00	0.00	2,581.00
P438.20 · Land Slide	0.00	0.00	0.00	0.00
PAYROLL EXPENSES - Other	0.00	594.19	0.00	594.19
Total PAYROLL EXPENSES	0.00	5,744.94	0.00	5,744.94
STATE FUND EXPENSES				
S432.00 · Winter Maintenance Snow Removal	0.00	0.00	1,386.63	1,386.63
S437.00 · Repairs of Tools & Machinery	0.00	0.00	2,463.95	2,463.95
S438.00 · Repair/Maint Roads & Bridges	0.00	0.00	1,726.50	1,726.50
Total STATE FUND EXPENSES	0.00	0.00	5,577.08	5,577.08

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

Profit & Loss by Class

January 4 through February 14, 2023

	ARPA	General Fund	State Fund	TOTAL
G400.00 · Travel Reimbursement				
G400.33 · Mileage - Supervisor/Roadmaster	0.00	157.72	0.00	157.72
Total G400.00 · Travel Reimbursement	0.00	157.72	0.00	157.72
G403.00 · Tax Collection				
G403.28 · Tax Collection Fees	0.00	69.74	0.00	69.74
Total G403.00 · Tax Collection	0.00	69.74	0.00	69.74
G405.21 · Office Supplies	0.00	16.92	0.00	16.92
G405.23 · Postage and Delivery	0.00	33.35	0.00	33.35
G405.34 · Advertising	0.00	270.07	0.00	270.07
G410.00 · Public Safety				
G419.31 · Sewage Permits (SEO Fees)	0.00	5,579.90	0.00	5,579.90
Total G410.00 · Public Safety	0.00	5,579.90	0.00	5,579.90
G442.00 · Utilities	0.00	767.20	0.00	767.20
G471.00 · Debt Service				
G471.10 · Debt Principal	0.00	481.90	0.00	481.90
G472.10 · Debt Interest	0.00	39.13	0.00	39.13
Total G471.00 · Debt Service	0.00	521.03	0.00	521.03
Total Expense	0.00	21,712.98	6,003.61	27,716.59
Net Ordinary Income	250.82	-5,460.69	-6,002.16	-11,212.03
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	0.00	-500.00	0.00	-500.00
Total Other Expense	0.00	-500.00	0.00	-500.00
Net Other Income	0.00	500.00	0.00	500.00
Net Income	250.82	-4,960.69	-6,002.16	-10,712.03

BOARD OF SUPERVISORS JUNIATA TWP HUNTINGDON COUNTY

02/14/23

Balance Sheet

Cash Basis

As of February 14, 2023

	Feb 14, 23
ASSETS	
Current Assets	
Checking/Savings	
G100.00 · GENERAL FUND	19,263.91
G101.00 · MUNICIPAL ADVANTAGE ACCT	70,262.03
S101.00 · STATE FUND	27,815.42
Total Checking/Savings	117,341.36
Total Current Assets	117,341.36
TOTAL ASSETS	117,341.36
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
G21000 · PAYROLL LIABILITIES	
G210.00 · Federal Income Tax Withheld	272.76
G211.00 · Social Security Withheld	399.68
G211.10 · Social Security - Company	399.68
G212.00 · Local Income Taxes Withheld	79.97
G213.00 · Medicare Tax Withheld	186.94
G217.00 · State Income Tax Withheld	197.93
G219.00 · EMST Tax Withheld	40.80
G221.00 · PA UC Tax Withheld	3.85
G222.00 · PA UC Company	204.15
G21000 · PAYROLL LIABILITIES - Other	27.58
Total G21000 · PAYROLL LIABILITIES	1,813.34
Total Other Current Liabilities	1,813.34
Total Current Liabilities	1,813.34
Total Liabilities	1,813.34
Equity	
30000 · Opening Balance Equity	23,668.81
32000 · Retained Earnings	108,644.74
Net Income	-16,785.53
Total Equity	115,528.02
TOTAL LIABILITIES & EQUITY	117,341.36

JUNIATA TOWNSHIP

DECEMBER 2022 ACTIVITY REPORT FOR THE JANUARY 2023 MEETING

Eric Wolfe, Ripplin Rd. - Setback checks for a new garage across the creek from the house. Mr. Wolfe had the garage staked out two feet to close to the top of the creek bank. I informed Mr. Wolfe and told him to adjust and call me for a recheck before the building is started. Sent to Bureau Veritas for permitting.

Carl Grove, April Ln. - Setback checks for pre permitting a replacement dwelling. Dwelling is in the same footprint as the original and exceeds all setbacks. Sent to Bureau Veritas for building permits.

Ridge View Campground - After much back and forth GHD emailed me a copy of the final septic design and applied for the permit. DEP commented on the design, and I added my list of issues for GHD to adjust. I believe GHD has made the necessary corrections in order for the system to be permitted. I will do a final review of the design and the permit will be issued if all is in order. GHD asked me to expedite the review because they wish to open the campground April 15, 2023. I explained to GHD that weather is a big factor in installing the septic system. The tanks and lines are forgiving however the soil moisture content must be just right for the bed area and is hard to achieve that early in the year. Weather will be a big factor.

Mark Savino, 11263 Point Rd. - I placed a stop work order on the property. Mr. Savino contacted me and I sent him a floodway application to get things started. He wanted to look it over, however, he said he will likely remove the windows and put things back the way they were before he added the windows. I have not heard back, however he is to contact me before he does any further work or teardown.

Youcum Dr. - I received a call about removing a house on Yocum Dr. and replacing it with a cabin. I sent out the paperwork for the demolition and anticipate they will begin demolishing the existing structure next week. I will have more information at the next meeting when I receive the paperwork back.

Urban Saddle, Cottage Circle - I received a call from Young's Surveying and they let me know they were going to work on the component two planning module for the Paynes. As we talked about previously a component two planning module is necessary because it is a commercial development, and they are proposing a holding tank to service the facility. If planning is accepted as it will be presented, I can issue a holding tank permit and then they can go to Bureau Veritas for a building permit. At that time they will have to bring the building into compliance with commercial code since it was built to AG standards and no permits were obtained to change it to commercial.

Juniata Township Board of Supervisors Meeting Sign-in Sheet

Date: 1/3/2023

Signature

Print Name

Meredith Peaphy

Meredith Peaphy

Justin Stoner

~~Justin Stoner~~

HE Byers

HE Byers

Dennis Dystred

Dennis Dystred

William Heffner

William Heffner

Lee Goss

Lee Goss

Joe Dinardi

Joe DINARDI

Carl Grove

Carl Grove

Ken A Stewart

Ken A Stewart

Randall Grove

Randall Grove

Steven Grove

STEVEN GROVE