JUNIATA TERRACE BOROUGH COUNCIL
January 13th 2026 MINUTES – REGULAR MEETING

PRESIDED:	Douglas Kepner, PRESIDENT
MEETING OPENED:	6:00 PM
PLEDGE OF ALLEGIANCE:	Douglas Kepner, PRESIDENT
INVOCATION:	Douglas Kepner, PRESIDENT

ROLL CALL: COUNCIL: KEPNER,. TRAXLER, KAUFFMAN, Mayor Wagner
Absent: RHODES, COZBY
Others in Attendance:
Mark Remy – solicitor, Brian & Frank – Engineer, Janet Buige

APPROVAL OF MINUTES:
Dave Kauffman made a motion to approved 12/9/25 minutes, Heidi Traxler 2nd the motion.
Dave Kauffman made a motion to approved 12/23/25 budget minutes, Heidi Traxler 2nd the motion.
Heidi Traxler made a motion to approved 1/5/26 budget minutes, Dave Kauffman 2nd the motion.

HEARING OF PERSON'S PRESENT:
N/A

Engineer report: Book- 7 grants, hear DEP should hear by march. Local shares.
Land Development?

Noland – reached out, no new updates.

PSU – Hill in may. 50% in to project. May be able to send for bid.
Capstone – errison off garage.
Sewer plant run off
Committee will help to have rant funding found.

Keppner – Email about trees
Book – Don't see the date, grant usually before arbor day.

BOROUGH MANAGER REPORT:
After Reviewing Dave Kauffman made a motion to accept the Borough Managers report for December, Heidi Traxler seconded 2nd, Motion carried.

BOROUGH SUPERVISOR REPORT:
After Reviewing Heidi Traxler made a motion to accept the Borough Supervisors report for December, Dave Kauffman seconded 2nd, Motion carried.

CODES ENFORCEMENT REPORT:
Parking tickets, 12 – 13 yards, 2nd inspections. 6 cars stickered.
After Reviewing Dave Kauffman made a motion to accept the Code Enforcement report for December, Heidi Traxler 2nd, Motion carried.

COMMUNICATIONS:
Mike Dukes Rep for fame Dave Kauffman made a motion to accept the Fame Rep, Heidi Traxler 2nd, Motion carried.

Fame – After Reviewing Dave Kauffman made a motion to accept the Fame report for December, Heidi Traxler 2nd, Motion carried.

TAX COLLECTOR'S REPORT:
After Reviewing Heidi Traxler made a motion to accept the Tax Report for December, seconded Dave Kauffman 2nd, Motion carried

TREASURER'S REPORT:
Dave – sewer bills?
Caitlin – All bills went out Monday the 3rd Quarter and 4th Quarter and 2026 yearly bills included.

After Reviewing Dave Kauffman made a motion to accept the treasurer's report, seconded Heidi Traxler 2nd, Motion carried.

SCHEDULE OF BILLS:
After Reviewing Dave Kauffman made a motion to pay the bills, seconded Heidi Traxler 2nd, Motion carried.

Spending Freeze:
Kepner- a lot of landlords paying less on taxes, need to hold spending. One only paid 11 units, out of 30.
Noland- Emergency meeting if we need to get something
Kepner – or approve at meeting
Wagner – daily spending limits.

After Reviewing Heidi Traxler made a motion to have all purchases preapproved, seconded Dave Kauffman 2nd, Motion carried

Traxler – Willow work bench purchase? And Walmart for lights?

Noland – Explained purchases (ornaments and xmas purchases)

COMMITTEE REPORTS:
Finance/Law & Ordinance:
Public Safety: Seda cog – signed. New paper covered for hydrants lines.
Property & Supplies:
Streets & Highways:
Sewer & Sanitation: Remy – Sent letter to Granville. Firm ground on agreement.
Noland – send by certified mail?
Personnel:

MAYOR'S REPORT: Helped doug and dave at barn area. MCMA project, discussed with state college and Harrisburg. Ilona Bringing engineer along. Next step she controls what professors are teaching in what area. Catchmark and Levine, & 3rd one possibly down by sewer plant. Mentioned filing. Stated film section may be involved in getting a project. PA has a film commission. Always looking for locations. Something to check, may bring revenue. Juniata River valley redoing their website. Jenny Landis contact. dates for Harrisburg 13th afternoon. Gave 2 hours here for tour and meeting. They can set time in afternoon towards end of day.
Kepner – Better Weather.
Wanger – Keep it to council, 1st responders and book. Asked Dan Cherry, Scott Beers and pat Shoop.

After Reviewing Heidi Traxler made a motion to accept mayors report, Dave Kauffman seconded 2nd, Motion carried.

Feb 3rd 1 pm community room

UNFINISHED BUSINESS:

Passwords-
Doug & Caitlin will decide.

Extra Keys – at office. Always spared keys, locks have been changed.
Wagner – agree because not on call, and emercy situations.
After Reviewing Heidi Traxler made a motion to accept password location and spare keys, Dave Kauffman seconded 2nd, Motion carried.

After Reviewing Heidi Traxler made a motion to have keys made at bossert's, Dave Kauffman seconded 2nd, Motion carried.

Advertise Historical District Ordinance.
After Reviewing Heidi Traxler made a motion to advertise HDO pending Harrisburg approval, Dave Kauffman seconded 2nd, Motion carried.

Snow plowing –
Kauffman – skid loader out
Kepner- laps with truck quicker. Skid loader split and do ½ and ½. Now with ice skid loader is needed.
Traxler: ord states 24 hours after snow. Cleared up by next day. How urgent to get? I know were responsible for safety.
Kepner – 1st salt, then plow. Don't need both unless its major. Cut back and save on diesel.
Kauffman – and labor costs.
Kepner – unless its bad. One work until hes tired, send 2nd one out.

After Reviewing Dave Kauffman made a motion to use truck to clear roads during storm and skid loader for next day clean up, unless it is a severe storm, Heidi Traxler seconded 2nd, Motion carried.

Barn Burn Area –
Kepner- trying to get ahold of RJ
Wagner – scott is okay with it, told him to look at it, told him we did weed eat.
Kepner- look for a cool dry day.

After Reviewing Dave Kauffman made a motion to burn off barn area, 2nd Heidi Traxler, Motion carried.

Noland – probation was here today and worked corner. Coming back tomorrow and Thursday.

Council inspections for rentals–
Update list
After Reviewing Dave Kauffman made a motion for council to set up rental inspections, 2nd Heidi Traxler, Motion carried.

Trailer Parking:
Kepner- losing space, either eliminate or jersey berriers
Noland- over 3,000 lbs needs inspections, not being followed
Kepner- #'d Spaces, just review in a day
Wagner – where we put stones, someone coming behind, new tracks (by 103 corner). Talked to craig about signs.

NEW BUSINESS:
List of jobs-
Kepner- come up with job list for spring
Kauffman– community projects?
Kepner – some, can use community or probation
Noland- will post signs at probation office with dates.
Wanger- Curbs, signs, areas, take a walk and see what needs done.

Work responsibitlies-
Kepner- make equal, no boss. Wages will stay the same.

After Reviewing Dave Kauffman motioned for no leads/supervisors, all employees laborers, 2nd Heidi Traxler, Motion carried.
Routine work and tasks on board.

Truck parked at Garage
New plow, only have at office if there is a snow storm.

After Reviewing Heidi Traxler motioned for truck to be parked in garage, 2nd Dave Kauffman, Motion carried.

Mayors report add on – 2 PSAB Webinars. Liquid fuels 14th and 965 15th
Noland – also parliamentary procedures on the 21st

GOOD & WELFARE:

ADJOURNMENT: **Heidi Traxler motioned and Dave Kauffman, seconded the motion to adjourn at 7:06 PM.** Motion carried.