

SAVE THESE DATES!
APRIL 22-25, 2007

ATTEND AND EXHIBIT AT THE LARGEST

FEATURED
SPEAKERS



MONDAY, APRIL 23
Nelson Lauver
OVERCOMING
THE ODDS



WEDNESDAY, APRIL 25
Dick Hoyt
ACHIEVEMENT EQUALS
DUTY, DEDICATION,
AND DISCIPLINE

SUNDAY / APRIL 22

8:00 AM - 6:00 PM
Registration for Preregistered Exhibitors
Great American Hall Lobby

8:30 AM - 6:00 PM
General Registration
Chocolate Lobby

8:30 AM - NOON
• Is Your Municipality UCC-Compliant?
(additional \$50 fee)

8:30 AM - 4:30 PM
• BCO 101: Building Code Official Certification
Course and Exam (plus Monday morning)
(see registration form) (additional \$195 fee)

9:00 AM - NOON
Workshops (separate registration required)
• Duties of a Planning Commission
(additional \$25 fee)
• Effective Supervision (additional \$25 fee)
• Tractor/Mower Operator Safety Training
(additional \$65 fee)

9:00 AM - 4:00 PM
**Workshops (separate registration required;
lunch included)**
• Basic Training for Municipal Secretaries and
Administrators (additional \$50 fee; \$60 with
IMSCA credits)
• Managing Your Municipality: Helpful
Checklists for Secretaries and Managers
(additional \$50 fee)

NOON - 5:00 PM
Exhibits Open
Great American Hall & Outside

1:00 PM - 4:00 PM
Workshops (separate registration required)
• Communication and Conflict: Learning to Be
Assertive, Not Aggressive (additional \$25 fee;
\$35 with IMSCA credits)
• Financing Your Future: Linking the
Comprehensive Plan to the Municipal Budget
Through Multi-Year Planning
(additional \$25 fee)
• Roadway Maintenance and Rehabilitation:
Selecting the Best Techniques

1:00 PM - 4:30 PM
• BCO 103: A Guide to the UCC Appeals Process
(additional \$50 fee)

1:00 PM - 5:00 PM
PSATS Internet Café
**Workshop (separate registration required;
certification test included)**
• NIMS - National Incident Management System
IS 700 Training (additional \$25 fee)

5:00 PM
Exhibits Close

5:30 PM - 7:30 PM
Sunday Evening Dinner & Social
Chocolate Ballroom (additional \$36 fee)

6:00 PM
General and Exhibitor Registration Closes

8:00 PM - 10:30 PM
Entertainment
Chocolate Ballroom

MONDAY / APRIL 23

7:30 AM - 5:00 PM
General Registration
Chocolate Lobby

Registration for Exhibitors
Great American Hall Lobby

8:00 AM - 5:00 PM
Exhibits Open
Great American Hall & Outside

8:00 AM - 11:00 AM
Workshop
• Township Engineers Seminar (free for
members; \$95 fee for non-members)

8:00 AM - NOON
Workshop (separate registration required)
• BCO 101: Building Code Official Course and
Exam - Part Two

8:30 AM - 11:30 AM
Workshop
• Township Planners Seminar (free for members;
\$95 fee for non-members)

9:00 AM - 11:00 AM
**General Session – Opening Ceremony,
Call to Order, Opening Speakers,
President's Report**
Chocolate Ballroom

10:00 AM - 5:00 PM
PSATS Internet Café

11:00 AM - NOON
Visit Exhibits
Great American Hall & Outside

1:00 PM - 4:00 PM
(Note new time this year)
Workshops*
Monday workshop sessions will run from 1:00
to 2:30 p.m. and from 2:45 to 4:00 p.m. Specific
time slots will be assigned later. This agenda is
tentative and subject to change. The final agenda
will be available at the convention.

- County Conservation Districts:
Services for Townships
- Creating a Township Newsletter
- Decreasing Your Liabilities by Training
Your Municipal Police
- Financial Statements 101: Understanding
How to Read and Communicate This
Important Information
- High-Risk Terminations
- How a Property Maintenance Code
Can Enhance Your Township
- How the PA Floodplain Management Act
and the NFIP Affect Your Township
- Keeping It Private: Protecting
Private Information Held on
Your Township's Computers
- Legislative Roundup for Township Officials
- Local Government's Role in
Economic Development
- New and Emerging Cash Management
and Investment Options
- PA Wilds: A Case Study in Rural
Regional Planning

- Pennsylvania Mobility Plan
- PENNVEST: Financing Clean Water for
Pennsylvania (at Hotel Hershey)
- Pensions and the Township's
Fiduciary Responsibility
- Pervious Concrete: An Answer for
Stormwater Run-off Control
- Planning and Designing Your
Municipality's Web Site
- Planning for Agriculture
- PSATS Internet Café
- PSATS Trustees Pension Services
- Quality Control for Full-Depth
Road Reclamation
- Quality Control for Microsurfacing Projects
- Renewable Energy
- Road and Mass Transit Funding
- Running the Numbers: Working with
DCED's Chart of Accounts
- Saving Money through COSTARS
- Septic Map: The First Step in
Sewage Management
- Surplus Property Makes Sense
- UCC Question-and-Answer Session
- Volunteer Fire Company Partnerships:
Improving Effectiveness and Efficiencies
- Waste Tires as Roadfill
- What's the Big Deal about Zoning?
- Will Your Community Be Ready for
the 2010 Census?
- Your Funding Partner:
The Commonwealth of Pennsylvania

1:30 PM - 3:30 PM
Workshop (Registration at 1:00 PM)
• Township Solicitors Seminar at Hotel Hershey
(free for members; \$95 fee for non-members;
CLE credits extra)

2:30 PM - 3:30 PM
Buses Leave for State Capitol Tours
Chocolate Lobby Portico

3:00 PM - 4:30 PM
State Capitol Tours
(preregistration required)

4:15 PM
Buses Leave for Legislative Reception
Chocolate Lobby Portico

5:00 PM
Exhibits Close

**General and Exhibitor
Registration Closes**

5:00 PM - 6:00 PM
PSATS Legislative Reception
(preregistration required)
State Capitol Complex

5:15 PM - 6:15 PM
Reception for Exhibitors
Trinidad Room

6:30 PM
**Buses Leave State Capitol for
Return to Lodge**

* All workshops are tentative and subject to change. Please consult the *Township News* in the coming months for the most current listing of workshop topics. Consult the program provided at the convention for correct times, locations, and changes of events. If you have any questions, call PSATS at (717) 763-0930.

MUNICIPAL SHOW IN PENNSYLVANIA

TUESDAY / APRIL 24

7:30 AM - 2:00 PM
Registration for Exhibitors
Great American Hall Lobby

8:00 AM - 2:00 PM
Exhibits Open
Great American Hall & Outside

8:00 AM - 5:00 PM
General Registration
Chocolate Lobby

8:00 AM - 11:00 AM
Workshop
• Township Engineers Seminar (free for members; \$95 fee for non-members)

8:30 AM - 11:30 AM
Workshop
• Township Planners Seminar (free for members; \$95 fee for non-members)

9:00 AM - NOON
General Session – Committee Reports, Resolutions Voting, Executive Director’s Report, Treasurer’s Report
Chocolate Ballroom

10:00 AM - 5:00 PM
PSATS Internet Café

1:30 PM - 3:30 PM
Workshop (Registration at 1:00 PM)
• Township Solicitors Seminar at Hotel Hershey (free for members; \$95 fee for non-members; CLE credits extra)

1:30 PM - 4:30 PM
Workshops*
Tuesday workshop sessions will run from 1:30 to 3:00 p.m. and from 3:15 to 4:30 p.m. Specific time slots will be assigned later. This agenda is tentative and subject to change. The final agenda will be available at the convention.

- Applying Pesticides: Is Your Township Legal?
- Are You Ready? Local Government’s Role in a Pandemic
- Bridge Maintenance
- Cleaning Up Illegal Dumps: A Community-Based Approach
- Creating Greenways and Trails—One Step at a Time
- Ethics for Public Officials
- Hands-on GIS Training
- How Public/Private Partnerships Can Succeed: Case Studies
- How to Select a Consultant
- How to Turn Your PEG Channel into an Effective Communications Tool
- Keys to Success in Act 111 Arbitration
- Labor Law Potpourri: Effectively Managing Your Workplace Under Act 195
- Meth Labs: Not In Your Backyard? Think Again!
- NIMS in Action: A Case Study
- Overcoming the Roadblocks to Sewage Management
- Past, Present, and Future: The Ever-Changing UCC
- Peer-to-Peer Consulting Session: Townships Under 2,000 Population
- Peer-to-Peer Consulting Session: Townships from 2,000 to 5,000 Population

- Peer-to-Peer Consulting Session: Townships from 5,000 to 10,000 Population
- Peer-to-Peer Consulting Session: Townships Over 10,000 Population
- Pennsylvania’s Brownfields Strategy: Reinvesting for Revitalization
- Preparing for Workers’ Comp/Liability Insurance Renewals
- PSATS Internet Café
- PSATS Trustees Insurance Fund Information Session
- Records Management Basics
- Roadmasters Roundtable
- Saving the Farm: Ag Security Areas and Farmland Preservation
- Show Me the Money: Funding for Local Projects
- Telecommunications: Legislative Update and Negotiating Franchise Agreements
- The New Chesapeake Bay Mandate
- The Proper Use of State Recycling Funds
- The Proper Use of Workzone Flaggers
- Township Secretaries and Managers Question-and-Answer Session
- UCC Question-and-Answer Session
- Unclaimed Property Reporting Obligations

2:00 PM
Exhibits Close

5:00 PM
General Registration Closes

8:00 PM - 10:30 PM
Entertainment
Chocolate Ballroom

WEDNESDAY / APRIL 25

8:00 AM - NOON
General Registration
Chocolate Lobby

9:00 AM - NOON
General Session – Legislative Forum, Awards, Speakers
Chocolate Ballroom

NOON
Convention Adjourns
Distribute Attendance Certificates

Just Added!
Visit the exhibit show’s “Biodiesel Rodeo,” where you can test-drive road maintenance vehicles powered by soybean-based diesel fuel and learn how your township can help reduce the nation’s reliance on foreign oil.

DON’T MISS THESE WORKSHOPS!

CLEANING UP ILLEGAL DUMPS: A COMMUNITY-BASED APPROACH

COALS is a partnership among community groups, local governments, state agencies, and private businesses whose mission is to clean up illegal dumps. Using a multifaceted approach that includes cleanup, recycling, education, surveillance, and enforcement, DEP is leading the charge with the COALS partners to control illegal dumping in the commonwealth.

COMMUNICATION AND CONFLICT: LEARNING TO BE ASSERTIVE, NOT AGGRESSIVE

In this highly interactive workshop, participants will examine the causes of conflict in the workplace and develop strategies to identify and correct these uncomfortable situations.

EFFECTIVE SUPERVISION

This half-day workshop will show elected and appointed township officials, public works directors, and road and street employees the five rules of supervision and the four steps of delegation. Through this workshop, you will learn how important it is as an elected supervisor to be both a leader and a manager and how to create cohesion out of diversity. By learning how to effectively supervise your employees, you will be able to get the best performance out of them.

HOW PUBLIC/PRIVATE PARTNERSHIPS CAN SUCCEED: CASE STUDIES

Local governments are often one of the last groups to be invited to the table to begin planning for any development in their community. In a number of communities, however, those barriers have been replaced with public/private partnership groups that work together to create growth and economic development. Hear first-hand from your peers and their partners how this can be accomplished.

KEEPING IT PRIVATE: PROTECTING PRIVATE INFORMATION HELD ON YOUR TOWNSHIP’S COMPUTERS

Do you know what security measures should be in place to ensure that your residents’ personal information held on your township computers is safe? This workshop will provide sample checklists and procedures to follow, as well as real-life case studies and examples of how important computer security really is. This workshop is for everyone, not just those familiar with computers.

METH LABS: NOT IN YOUR BACKYARD? THINK AGAIN!

The number of methamphetamine labs across the commonwealth continues to increase. Construction of these labs can take place literally anywhere: in an apartment, a garage, an attic, even your neighbor’s kitchen. This session will help township officials identify these activities and discuss effective countermeasures.

NIMS IN ACTION: A CASE STUDY

On July 5, 2006, a Norfolk Southern train hauling hazardous materials derailed in the town of Hershey. Over the next 72 hours, the incident management system was used to integrate the response of the local police and fire departments, township supervisors, Norfolk Southern officials, and a variety of county, state, and federal agencies. This workshop will demonstrate how the NIMS concept, such as unified command, was invaluable and contributed to the success of the response.

DON’T MISS OUR ANNUAL LEGISLATIVE RECEPTION & GRASSROOTS LOBBY DAY!

LEGISLATIVE RECEPTION

There is still room to join forces with other township officials from across the state and meet your elected state representatives and senators at our second annual Legislative Reception/Grassroots Lobby Day on Monday, April 23, from 5 to 6:30 p.m. at the State Capitol Complex. The reception will again be co-sponsored by PSATS and the state Department of Agriculture’s “PA Preferred Providers.” Buses will depart the Chocolate Lobby Portico on Monday at 4:15 p.m. promptly and return to the Lodge by 7 p.m. Additional information will be sent with your convention registration confirmation.

CAPITOL TOURS

By popular request, we have arranged four optional 30-minute guided tours of the State Capitol building. Each tour is limited to 48 people. Bus transportation will be provided. Pre-registration for the tours is required and a separate registration form is provided in the convention registration packet. As needed buses will depart from the Chocolate Lobby Portico on a scheduled basis from 2 to 3:30 p.m.

ALERT YOUR REPRESENTATIVES!

Prior to your visit, make sure your state senators and representatives are aware of your planned arrival so they can make appropriate arrangements to attend and meet with you during this important event. The success of this endeavor is directly related to the efforts you put forth now to get this event on your elected officials’ calendars!



SOLO OUT