

PENNSYLVANIA STATE
ASSOCIATION OF
TOWNSHIP SUPERVISORS



The **BEST** Educational Opportunity for Township Officials in One Place

Learn more about your duties, establish Association policy, and network with close to 4,000 township officials and vendors from across Pennsylvania.

April 22-25, 2018

Hershey Lodge, Hershey, PA

Exhibit Show Runs April 22-24, 2018

Registration opens
January 16 at
conference.psats.org



VOTE



Nearly 300 indoor and outdoor exhibits.



LEARN MORE about your numerous duties by attending workshops and general sessions.

SHARE your ideas with thousands of other township officials and learn from them, too.

VOTE ON RESOLUTIONS to establish the legislative policy for the State Association.

CONNECT with the vendors and agencies whose products and services help keep your township going strong.

Best educational opportunity anywhere for township officials

If you want to learn all you can about township government and how to better carry out your many responsibilities as a township official, there is no better opportunity than the Annual Educational Conference of the Pennsylvania State Association of Township Supervisors.

Largest municipal exhibit show in the state

By attending PSATS' Annual Educational Conference, you will have access to the largest municipal exhibit show of its kind in Pennsylvania. Nearly 300 vendors and state and federal agencies will be on hand to meet with you and talk about their products and services.

Who may attend

- Township board members, secretaries, treasurers, managers, roadmasters, emergency management coordinators, public works employees, solicitors, engineers, planners, and zoning/building code officials.
- Other township employees
- Spouses/guests

Authority to attend

Section 1402(d) of the Township Code authorizes the board of supervisors to designate one or more of the following elected or appointed officials to attend the annual conference as a delegate: the supervisors, the township secretary, the township treasurer, and/or the township manager.

Each township that has paid State Association dues for the current year must appoint one of these delegates to be the voting delegate at the state conference. The township secretary is the official person to certify the voting delegate from your township.

Also, Section 607(4) of the Township Code authorizes the board of supervisors to send any other township employee, including roadmasters and public works employees, or other elected or appointed officials, such as township solicitors and engineers, planning commission members, and emergency management coordinators, to the conference.

How to register

All delegates and their guests must register either online at conference.psats.org or by using the registration form that was sent to all township secretaries. **We encourage you to register online to get the lowest registration rate and make your hotel reservations at the same time.**

When you arrive at the Hershey Lodge in April, please go directly to the PSATS Conference check-in area in the Chocolate Lobby. There, you will receive your conference materials and a name badge, which will admit you to all conference activities for which you have registered.

SEE AND HEAR FROM YOUR PEERS!

Watch a wrap-up of last year's conference, take a video tour of the conference, and learn more about the value of attending from those who have been there!

Watch the videos posted at conference.psats.org

Solicitor, Engineer, Building Code, Zoning Code, and Emergency Management Sessions

In conjunction with the Annual Conference, PSATS offers additional educational opportunities for your solicitor, engineer, zoning code officials, emergency managers, and building code officials. You must register separately for each of these events as noted on the center spread.

Townships are encouraged to budget funds for the appropriate township officials to become members of these PSATS affiliate associations and attend these important specialized educational sessions.

Wage and expense reimbursement

Section 1402(g)(2) of the Township Code authorizes townships to compensate their employees, including supervisors who are employed by the township (*either full- or part-time*), at their regular employee rate while attending the annual conference.

Section 1402(g)(3) allows townships to compensate supervisors who are not employed by the township with full or partial reimbursement for lost wages while attending the annual conference. The board of supervisors has the discretion to authorize this reimbursement but must establish a policy.

Section 1402(g)(1) of the Township Code authorizes all delegates to be reimbursed for:

- the conference registration fee;
- mileage for the use of a personal vehicle or actual transportation expenses for traveling to and from the conference; and
- all other actual expenses that the township board of supervisors may have agreed to pay.

Every delegate must submit to their local board an **itemized account of expenses** incurred at the conference. No delegate may receive expense reimbursement **for more than four days**, including the time and mileage for traveling to and from the conference.

Guests are not authorized to receive reimbursement for any expenses.

Reserving county association suites

The Hershey Lodge has a limited number of rooms available for county association hospitality suites, which must be reserved through PSATS. Details of how to secure a suite have been sent in a letter to each county association secretary. For more information, call PSATS at (717) 763-0930, ext. 189.

Conference Registration Opens January 16

Based on member requests, registration for the PSATS Conference will not open until after townships' January organization meeting. Conference registration will officially open on **January 16, 2018, at 9 a.m.** No registrations will be accepted until that time.

To ensure that all delegates from your township have the option of housing at the same facility, we encourage your township secretary to sub-

mit all online conference registrations at the same time. Those townships without Internet access should submit all paper registrations together in the same envelope. **The PSATS Help Desk can assist with hotel reservations starting at 9 a.m. on January 16, 2018.**

We have prepared a short instructional video to help with registration. Go to conference.psats.org and look for the "How to Register" video.

Hotel Reservations – Make Them at the Same Time You Register for the Conference!

Once again, township officials, employees, and guests will be able to make their own hotel reservations through the PSATS reservation system immediately after registering. **After you have registered and paid, you will simply click on the link for the hotel reservation system.**

Registrants will have complete control over booking their rooms, as well as immediate confirmation of where they will be staying. You will be able to see photos of the hotel rooms before making a

reservation and receive your lodging confirmation immediately.

Accommodations will be available on a first come, first served basis. If your desired facility is not available, we encourage you to check back from time to time as cancellations do occur. You can be added to a waiting list for any facility by contacting PSATS at (717) 763-0930, ext. 189, after January 16, 2018.

MAKING HOTEL RESERVATIONS: Reservations must be made online through the PSATS room reservation system. PSATS will operate a Registration and Hotel Reservation Help Desk to assist those without Internet access in making hotel reservations. The Hotel Reservation Help Desk can be reached at (717) 763-0930, ext. 190.

Hotel Reservation Help Desk Hours:

January 16 9 a.m. - 4:30 p.m.

January 17 8 a.m. - 4:30 p.m.

January 18 8 a.m. - 4:30 p.m.

January 19 8 a.m. - 4:30 p.m.

January 22 - April 18 normal business hours:
8:30 a.m. - 4:30 p.m.

CONFIRMATIONS: An immediate confirmation will be generated by the room reservation system to the email address provided. Each hotel must follow up with a confirmation to you by **March 16.**

DEPOSIT: Room deposits will **not** be required for hotel reservations. A credit card, however, will be required to guarantee the reservation. Check acceptance policies differ for each hotel. Refer to the confirmation from the facility for their check requirements in order to guarantee the reservation.

HERSHEY LODGE AND HOTEL HERSHEY RESERVATION POLICIES: A **minimum two-night stay** is required to book rooms at both the Hershey Lodge and the Hotel Hershey.

CANCELLATION POLICIES:

Conference registration cancellations received through **March 31** will be assessed an administrative fee of \$50 per delegate and \$25 per guest. No refunds will be made for conference registration cancellations received after **March 31.**

Cancellation policies differ for each hotel and will be noted on the confirmation received from the hotel. Hotel cancellations and changes can be done by the individual through PSATS, ext. 189

No refunds on any meals or events will be given for any cancellation after April 17.

Please note that a conference cancellation does not cancel any hotel reservations you may have made. Contact PSATS at (717) 763-0930, ext. 189, for hotel cancellations.

DISABILITY ROOMS: A limited number of disability rooms are available at the Hershey Lodge. Please submit a "PSATS Disability Lodging Request" form to PSATS **by February 1, 2018**, to request one of these rooms. Anyone requesting this special consideration may be assigned to a different facility than other delegates from the same township.

WHERE TO SEND FORM AND PAYMENT IF NOT REGISTERING ONLINE: Please send your completed forms and a check or other payment information for all conference fees to: PSATS, 4855 Woodland Drive, Enola, PA 17025-1291 or fax with credit card information to (717) 763-9732.

JANUARY 16 9 a.m.

**Conference Registration
and Hotel Reservation
Open for Everyone!**

Registration Fees

**Register online at
conference.psats.org and save!**

Register **online** to get the **lower rate** for PSATS' 2018 Annual Conference. *(Paper forms will still be accepted by mail and fax, but a higher rate will apply.)*

Delegates

(supervisors, secretaries, treasurers, managers, solicitors, engineers, emergency management coordinators, planners, code officials, road crew/public works, and other township employees)

- ▶ **\$160 per person if registering online**
- ▶ **\$185 per person if registering via mail or fax**
- ▶ **\$210 late fee after March 31**

Guests

- ▶ **\$75 per person through March 31**
- ▶ **\$85 per person after March 31**

Your badge is your ticket. If you lose your badge, it will cost \$25 for a replacement.

Guests must register for the conference and wear their name badge for access to all conference activities and guest programs, including the exhibit areas and the Tuesday night entertainment. The guest registration fee is only for guests of township officials and employees.

All delegate and guest registration fees and township dues must be paid for the registration to be considered complete and processed.

Large selection of educational sessions.



"This was my first conference, and I was so pleased. It was a wonderful, educational conference."

– Susan Brown,
Gilpin Twp., Armstrong Co.

"PSATS did an amazing job again this year. Each year, it becomes more evident that PSATS does listen to its member townships to improve the conference offerings."

– Janice Meyers,
Heidelberg Twp., Lehigh Co.

"The conference was very well-organized, and the participants were very welcoming. The mentor/mentee program was exceptional."

– Carol Morgan,
Ward Twp., Tioga Co.

"My 10th year, and I always learn something new."

– John McMenamin,
Lower Southampton Twp.,
Bucks Co.

PLEASE NOTE: All workshops listed here are **tentative and subject to change**. Please consult conference.psats.org for the most current listing of workshop topics. You may also look to the Schedule-at-a-Glance provided at the conference for correct times, locations, and any event changes.

SUNDAY/APRIL 22

7:15 AM - 9 AM
Conference Check-in
Confection Lobby (downstairs)

8 AM - 4 PM
Pre-Conference Workshop Check-in
Confection Lobby (downstairs)

8 AM - 6 PM
Exhibitor Check-in
Great American Hall Lobby

Information Desk
Chocolate Lobby

8:30 AM - 4:30 PM
Residential Building Code Plan
Reviews and Inspections
(separate registration is
required at code.psats.org)
Magnolia C

9 AM - 4 PM
Certified Zoning Officers
Spring Educational Forum
(separate registration
is required at PAAZO.org)
Magnolia A

9 AM - 4 PM
TEMA Emergency
Management Forum
(separate registration
is required at tema.psats.org)
Empire Ballroom

9 AM - 4 PM
Tips and Tricks for QuickBooks
(separate registration
is required at connect.psats.org)
Wild Rose Ballroom

9:30 AM - 6:30 PM
PSATS General Store &
Hitching Post Lounge
Cocoa Suites 4 & 5

10 AM - 7 PM
Conference Check-in
Chocolate Lobby

10:30 AM - 11:30 AM
Worship Service
Cocoa 6

NOON - 5 PM
Exhibits Open
Great American
Hall & Outside

NOON - 10 PM
Hotel Shuttle Buses
Chocolate Lobby Portico

2 PM - 4 PM
Roadmasters Roundtable
Crystal A

4:15 PM - 5:15 PM
Grassroots Advocacy Network Reception
Aztec Room

5 PM
Exhibits Close

5:30 PM - 6:30 PM
First-Time Attendees
("New-bees")
Meet and Greet
Crystal A

6 PM
Exhibitor Registration Closes

6:30 PM - 8:30 PM
Roundup at the PSATS Ranch
Chocolate Ballroom
(additional \$25 registration)

7 PM
Conference
Check-in Closes



MONDAY/APRIL 23

7 AM - 5:30 PM
Conference Check-in
Chocolate Lobby

Information Desk
Chocolate Lobby

7 AM - 4:30 PM
Exhibitor Check-in
Great American Hall Lobby

7 AM - 5:30 PM
PSATS General Store & Hitching Post Lounge
Cocoa Suites 4 & 5

7 AM - 11 PM
Hotel Shuttle Buses
Chocolate Lobby Portico

7:30 AM - 8:15 AM
Donuts with Dave –
Morning Refreshments with
PSATS Executive Director
David Sanko
Cocoa Suite 3

7:30 AM
Breakfast with the Exhibitors –
Coffee and Pastries
Great American Hall

7:30 AM - 8:30 AM
Visit with the Exhibitors

7:30 AM - 4 PM
Exhibits Open
Great American Hall & Outside

8:30 AM - 11:30 AM
Engineers Seminar
(separate registration is
required at engineers.psats.org)
Magnolia A

8:30 AM - 10:30 AM
General Session – Opening Ceremony
Speaker, Executive Director's Report,
Honors and Recognitions
Chocolate Ballroom

9:30 AM - 3:30 PM
Solicitors Seminar
(separate registration is required at
solicitors.psats.org)
Hotel Hershey (Blue Mountain Room)

10:45 AM - 11:55 AM
Workshop Session #1

1:15 PM - 2:25 PM
Workshop Session #2

2:45 PM
Buses leave for 3:30 p.m. Capitol Tour
(preregistration is required)
Chocolate Lobby Portico

2:45 PM - 3:55 PM
Workshop Session #3

3:15 PM
Buses leave for 4 p.m. Capitol Tour
(preregistration is required)
Chocolate Lobby Portico

4 PM
Exhibits Close

4:15 PM - 5:25 PM
Workshop Session #4
Population Committee Roundtables

4:30 PM
Buses leave for Legislative Reception
(preregistration is required)
Chocolate Lobby Portico

5 PM - 6:30 PM
PSATS Legislative Reception
(preregistration is required)
Keystone Building, State Capitol Complex

5:30 PM
Conference Check-in Closes



TUESDAY/APRIL 24

7 AM - 5 PM
Conference Check-in
Chocolate Lobby

Information Desk
Chocolate Lobby

7 AM - 2 PM
Exhibitor Check-in
Great American Hall Lobby

7 AM - 5 PM
PSATS General Store &
Hitching Post Lounge
Cocoa Suites 4 & 5

7 AM - 11 PM
Hotel Shuttle Buses
Chocolate Lobby Portico

7:30 AM
Breakfast with the Exhibitors –
Coffee and Pastries
Great American Hall

7:30 AM - 8:30 AM
Visit with the Exhibitors

7:30 AM - 1:30 PM
Exhibits Open
Great American Hall & Outside

8:30 AM - 11:30 AM
Engineers Seminar
(separate registration is required at
engineers.psats.org)
Magnolia A

8:30 AM - 11:30 AM
General Session – President's
Report, Committee Reports,
Elections, Resolutions Voting
Chocolate Ballroom

11:30 AM - 1:30 PM
Visit the Indoor and Outdoor Exhibits!

NOON - 1 PM
Secretaries-Managers
Thank-You Luncheon
Empire Ballroom (\$10 for secretaries
and managers; \$25 for others)
Note: The luncheon will be followed by
the Secretaries-Managers Q&A in
Workshop Session #5.

1:15 PM - 2:25 PM
Workshop Session #5

1:30 PM
Exhibits Close

2:45 PM - 3:55 PM
Workshop Session #6

4:15 PM - 5:25 PM
Workshop Session #7:
• Population Committee Roundtables
• Newly Elected Supervisors Q&A

5 PM
Conference Check-in Closes

8:30 PM - 10:30 PM
Entertainment –
• Agricultural Comedian
"Tim the Dairy Farmer"
• Country/Western Cover Band
"Johnny Counterfit"
Chocolate Ballroom

MONDAY/cont'd

6:30 PM
Buses leave Legislative Reception
State Capitol Complex

8 PM - 9 PM
Dessert Reception
Cocoa Suites 2 and 3

WORKSHOPS:

These workshops will be held during the Monday and Tuesday workshop sessions. Exact days and times will be assigned later and published in upcoming issues of the *Township News* and on the PSATS website and conference app.

Administration

- An Update on the Right-to-Know Law
- Balancing Your Township's Insurance Needs
- Communicate to Your Audience Online
- COSTARS Quote Kit Saves Taxpayer \$\$\$
- Creating Affordable Employee Retirement Plans
- Creating Credibility with Your Community
- DIY Township "Home Movies"
- Essential Negotiating Strategies with Public Safety Unions
- Ethics for Township Leaders: Shifting Sands and Bright Lines
- Graphs and Tables in Microsoft Excel
- How to Prepare a Great (and Legal) Fee Schedule
- Improving Returns on Township Investments
- Managing Your PSATS Unemployment Compensation Claims
- Microsoft Excel Formula Management
- Newly Elected Township Officials Q&A
- Preparing Government Financial Statements
- Preventing Employee Theft and Embezzlement
- Say What? The 1st Amendment and Parks, Signs, and Facebook
- Say What? The 1st Amendment and Township Meetings
- Secretaries and Managers Q&A
- Sexual Harassment Claims and Workplace Prevention
- So, Tell Me About Yourself: Questions to Never Ask Employees
- Strategies to Enhance Delinquent Collections
- The Language of Leadership
- The Power of e-Procurement: Cost Savings with Every Click
- Understanding the Duties of the Local Tax Collector
- Why Do Public-Sector Employees Have So Many Rights?

Planning

- Grant Strategies to Build Your Municipal Projects
- How Act 26 Will Change Development in Your Township
- How Technology and Demographics Are Changing Your Community
- Innovative Approaches to Floodplain Management
- Land Use and Zoning Law Update
- Lessons Learned: Stormwater, Buffers, & More...Oh My!
- Municipal Asset Management Through GIS
- Regulating Wireless Facilities: The Latest Developments
- The Environmental Rights Amendment: What You Need to Know
- Trends in Land Use and Zoning Regulations
- Using Eminent Domain for Public Projects and to Fight Blight
- What Lies Beneath: Natural Gas Pipelines in Your Township

Public Safety

- Addressing Addresses: Best Management Practices for 9-1-1
- Alternative Ways to Provide Police Protection
- Financing Emergency Medical Services
- Fire and EMS Issues in Your Township: A Panel Discussion
- Internal Investigations for Police Departments
- Police Liability: Personnel and Operational Issues
- Preparing for When You Need a Crisis Communications Plan
- Row, Row, Row Your Boat: A Guide to Floodplain Management
- The Wiretap Act, Police Body Cams, and the Right-to-Know Law
- Working with the Press During Emergencies

Public Works

- Addressing Blight: Tools, Funding, and Support
- Affordable Pavement Preservation Techniques
- Are Stormwater Authority Fees Right for Your Township?
- Crack Sealing and Hot-Pour Mastics
- DEP's MS4 Permitting and Inspection Program
- Do You Know How to Operate and Maintain Your MS4?

- Durable Markings for Traffic Calming and Pedestrian Safety
- Dust Control and Road Stabilization
- From Parks To Public Meetings: What Does the ADA Require?
- Good Contractor Relations Equal Smooth Construction Projects
- How Do I Get Rid of This Old TV?
- Is Paving Fabric Worth It? The Good, the Bad, and the Ugly
- Learn about the State's Liquid Fuels Program
- Making Local Roads Safer
- New Stormwater Education Tools for Municipalities
- PennDOT Connects: Collaborating with Townships
- Posting & Bonding Roads: Get It Right!
- Project Bidding: Dotting the I's and Crossing the T's
- Road Maintenance, Mill & Fill, and Widening Practices
- Roadway Referencing, Analysis, and Asset Management
- Stormwater Compliance: What Your Municipality Needs to Know
- Understanding Your Community's Stormwater Obligations
- Understanding Your Township Recycling Program
- Using Technology to Improve Road Quality
- Vehicle Safety and Reflectivity Regulations

* List incomplete

WEDNESDAY/APRIL 25

8 AM - NOON
Conference Check-in
Conference Office
Chocolate Lobby

Information Desk
Chocolate Lobby

8 AM - 11 AM
PSATS General Store & Hitching Post Lounge
Cocoa Suites 4 & 5

8:30 AM - NOON
General Session – Leaders Q&A Forum,
Keynote Speaker
Chocolate Ballroom

NOON
Conference Adjourns
Distribute Attendance Certificates

Due to limited seating in workshops, children under the age of 12 will not be permitted into the workshop rooms.

REGISTER ONLINE AND SAVE!

All township officials are encouraged to register online starting at 9 a.m. on January 16. Not only will online registration save you money, but you'll be registered immediately.

Please note the difference in rates between online and paper registration. It's a big savings!

Access the online registration at conference.psats.org. And, as always, please contact PSATS if you have any questions.



Smoking Policy

Smoking is prohibited in all indoor areas of the Hershey Lodge. There are designated smoking areas outside.

DON'T MISS THESE EVENTS!

Sunday: Non-Denominational Worship Service

A non-denominational worship service will be held from 10:30 to 11:30 a.m. Sunday in Cocoa Suite 6. All are welcome.

Sunday: First-Time Attendees ("New-bees") Meet and Greet

Newcomers to PSATS' Annual Conference are invited to this casual get-together, where you will meet PSATS Executive Board members and staff and learn more about how to make the most of your conference experience.



Sunday: Roundup at the PSATS Ranch

Cowboy up! Join us for a country and western opening reception complete with special events, good food, and a live country western band! Dress up in your favorite western wear for our costume contest! (See the back cover for more information.)

Monday: Legislative Reception

Add your voice to our Annual Legislative Reception on Monday in Harrisburg. This is the perfect time to share your legislative concerns with your General Assembly members in Harrisburg. Make sure your legislators have this "don't miss" event on their calendars, too!

Tuesday: Secretaries-Managers Thank-You Luncheon



Back by popular demand on a new day! PSATS invites township secretaries and managers to a special recognition luncheon that offers an outstanding opportunity to network with their peers. A Q&A will follow the luncheon in Workshop Session #5.

Wednesday: Leaders Forum

Don't miss this always-popular forum on a relevant hot topic that is of vital interest to townships. This will be your chance to hear how the experts in the field respond to your questions and concerns.



DONUTS WITH DAVE: BACK BY POPULAR DEMAND!

Monday
7:30-8:15 a.m.
in Cocoa Suite 3



Grab a donut, pour some coffee, and chat with PSATS Executive Director David Sanko.

LUNCH SERVICE — INSIDE

Lunch items will be available for purchase at the Hershey Lodge on Sunday, Monday, and Tuesday from 11:30 a.m. to 2 p.m.



LUNCH SERVICE — OUTSIDE

“Chuckwagons” will be serving food in the outdoor exhibit area during these times:

Sunday: Noon to 5 p.m.
Monday: 11 a.m. to 4 p.m.
Tuesday: 11 a.m. to 1:30 p.m.

BREAKFAST SERVICE — OUTSIDE

Monday: 7:30 to 11 a.m.
Tuesday: 7:30 to 11 a.m.
At the “chuckwagon” closest to the Hershey Grill.

DON'T MISS THE DELEGATE/ EXHIBITOR BREAKFAST MIXER!

Monday and Tuesday starting at 7:30 a.m. in the Exhibit Hall
Enjoy a free light breakfast with the exhibitors Monday and Tuesday mornings in the exhibit hall.

JOIN US FOR A DESSERT RECEPTION

Monday evening from 8:30 to 9:30
Have an ice cream sundae and other desserts on us. Free to all delegates.

NEARBY ATTRACTIONS

Nearby Attractions

The Hershey Story Museum, Hershey’s Chocolate World, the Hershey Gardens (*including a conservatory and butterfly house*), the Hershey Museum of American Life, the Spa at Hotel Hershey, and ZooAmerica are open daily. Hersheypark will **not** be open.

Harrisburg is a 20-minute drive, while York, Reading, Lancaster, and Gettysburg are all within an hour’s drive.

The Factory Stores at Hershey Outlet Mall on Hersheypark Drive are open daily and feature more than 40 outlet stores. A Bass Pro Shop and the Antique Automobile Museum are nearby, and the Hollywood Casino is a short drive away. To learn more about these and other area attractions, log onto hersheypa.com and visithersheyharrisburg.org or stop by the PSATS Conference Information Desk.

Hershey Lodge Restaurants

The Lodge has a number of restaurants open to conference delegates, although their availability is subject to change:

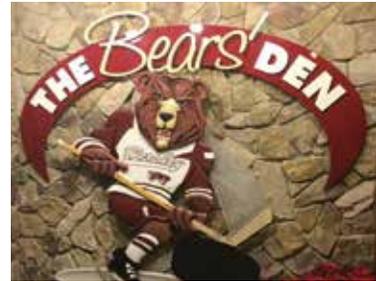
- ▶ **THE HERSHEY GRILL** serves breakfast, lunch, and dinner.
- ▶ **THE BEARS’ DEN SPORTS BAR** is open for lunch and dinner.
- ▶ **THE COCOA BEANERY** is open for coffee, snacks, and sandwiches.
- ▶ **THE FOREBAY** serves cocktails and dinner.
- ▶ **FIRE AND GRAIN** serves breakfast, dinner, and cocktails.

Area Restaurants

PSATS and Visit Hershey & Harrisburg have arranged for conference participants to receive a 10 percent “Show Your Badge” discount on meals at many area restaurants. Consult the conference welcome packet you will receive upon arrival at the Hershey Lodge for a list of restaurants participating in this new discount program.

Recreational/Other Facilities

Recreational facilities at the Hershey Lodge include an indoor/outdoor water park (*with Cocoa Cabana snack shack*), whirlpool and sauna, an adult fitness center, an arcade, miniature golf, a gift shop, a newsstand, and access to championship-caliber golf at the Hershey Country Club.



Shuttle Service

BETWEEN THE HERSHEY LODGE AND OTHER CONFERENCE LODGING

PSATS is once again offering a shuttle service that will run continuously from noon to 10 p.m. on Sunday and from 7 a.m. to 11 p.m. on Monday and Tuesday between the Hershey Lodge and all other conference hotels.

A list of these locations can be found on the “2018 Conference Housing Directory & Shuttle Bus Map” included with the conference registration materials.

The shuttle will pick up and drop off passengers at the Chocolate Lobby portico at the Hershey Lodge and at the front entrance or shuttle pickup location of each conference hotel.

BETWEEN THE HERSHEY LODGE AND SATELLITE PARKING AREA

PSATS is offering a shuttle service that will run continuously from 7 a.m. to 11 p.m. on Monday and Tuesday between the Hershey Lodge and a satellite parking lot near the Giant Center.

The shuttle will pick up and drop off passengers at the Chocolate Lobby portico at the Hershey Lodge and at the trolley stop #2 guest house in the Giant Center parking lot, which is marked by a “PSATS” banner.

Please note: There is no satellite parking shuttle running on Sunday.

FIND PSATS’ ANNUAL CONFERENCE INFORMATION ONLINE!



Learn more about PSATS’ Annual Educational Conference at conference.psats.org. You can also scan the code above with your smartphone or tablet QR code app to visit the Annual Conference web page.

PSATS CONFERENCE HASHTAG

#PSATSConf18

EXHIBIT SHOW

ALMOST 300 VENDORS AND STATE AND FEDERAL AGENCIES will be on hand during the Annual Educational Conference and Exhibit Show to meet with you and explain how their products and services can benefit your township. Be sure to visit both the indoor exhibits, located in the exhibit hall, and the outdoor exhibits, located at the side of the Hershey Lodge nearest the Hershey Medical Center.

County Association Exhibits

During your stay at the conference, be sure to visit the county association exhibits in the Chocolate Lobby and learn more about the industries, agriculture, and tourist attractions these counties have to offer.

Vendor Hospitality Suites

Visit the vendor hospitality suites on Sunday, Monday, and Tuesday evenings to meet and greet the vendors who do business with townships. A listing of these suites will be provided in the conference program book.

EXHIBIT SHOW HOURS

SUNDAY

Noon to 5 p.m.

MONDAY

7:30 a.m. to 4 p.m.

TUESDAY

7:30 a.m. to 1:30 p.m.

HAVE QUESTIONS?

Go to **conference.**

psats.org to find the answers to many of your questions or call the State Association at (717) 763-0930, ext 189.

SPECIAL EVENTS: SUNDAY, APRIL 22

Grassroots Advocacy Network Reception, Aztec Room

4:15 to 5:15 p.m. — Free but registration is required.

You are invited to the 2018 Grassroots Advocacy Network Reception! For network members, it's a "thank you" for being involved. For others, it's an invitation to get involved!

Meet and greet your fellow network members, share in the network's success stories, and learn what's on the horizon in 2018.

If you're not yet a network member, attend this reception and find out why getting involved should be a top priority for your township.

Please be sure to sign up for these events when you register!

The PSATS Grassroots Advocacy Network is a coalition of township officials and friends who keep in close contact with their legislators. Their goal? Protecting the rights of townships and their residents from adverse legislation and regulations and supporting pro-township proposals.

While attendance at the reception is free, registration is required. If you plan to attend this event, please be sure to register for it and indicate how many are attending.

MONDAY, APRIL 23

Annual Legislative Reception, Keystone Building, Harrisburg

5-6:30 p.m. — Free but registration is required.

Don't miss this opportunity to meet with lawmakers!

Join forces with other township officials from across the state and meet your elected state senators and representatives at PSATS' annual Legislative Reception scheduled for Monday, April 23, from 5 to 6:30 p.m.

The event will be held in the Commonwealth Keystone Building, which is part of the State Capitol Complex. An array of food and beverages will be available from providers in the state Department of Agriculture's "PA Preferred" program.

Buses will depart from the Chocolate Lobby portico of the Hershey Lodge on Monday beginning at 4:15 p.m. and will return to the Lodge by 7 p.m. Those with tickets will board the Harrisburg-bound buses until 4:30 p.m. on Monday. After that time, any remaining bus seats are on a

first-come, first-served basis to those wanting to attend.

If you plan to attend the reception, please be sure to register for it. Your ticket for the event will be provided when you check in at the conference.



Meet with your legislators at PSATS' Annual Legislative Reception in Harrisburg on Monday, April 23.

Remind your legislators!

Be sure to also invite your state senators and representatives to the Legislative Reception so they can plan to attend and meet with you there. The success of this event depends on your efforts to help get it confirmed on your elected officials' calendars!

State Capitol Tours, Harrisburg

3:30 and 4 p.m. (limited seats available; buses leave the Lodge 45 minutes before the scheduled tour)

Join us for one of two guided tours of the historic State Capitol building on Monday, April 23. Tours will be held at 3:30 and 4 p.m.

If you've never visited Pennsylvania's Capitol, this is your opportunity to see some spectacular art and architecture — from the 272-foot, 52 million-pound dome inspired by Michelangelo's design for St. Peter's Basilica in Rome to the Moravian mosaic tile floor in the rotunda.

A \$10 registration fee for the bus is required, but PSATS will "return" this \$10 to you in a voucher that you can redeem at the PSATS General Store during the conference. These popular tours are first-come, first-served and fill up quickly so be sure to register early! Your detailed conference confirmation will note if the tours are full. In that case, you will be placed on a waiting list.

When boarding the bus, you will receive a \$10 voucher that can be used at the PSATS General Store until the close of the store on Wednesday morning. No refunds will be issued.

Buses for the State Capitol tours will depart from the Chocolate Lobby portico of the Hershey Lodge 45 minutes before the assigned tour time.

The State Capitol Tour is a guided tour of the Capitol building. Please note that when you register for the Capitol Tour, you will not return to the Hershey Lodge until the conclusion of the Legislative Reception at 6:30 p.m.



Don't Miss These

Special Events!

Sunday, April 22

6:30-8:30 p.m., Chocolate Ballroom, Hershey Lodge

Join Us for a "Roundup at the PSATS Ranch" with Live Country Western Music!

YEEHAW! THE PSATS EXECUTIVE BOARD invites all conference attendees — delegates, guests, and exhibitors — to join them for a taste of the ol' West, a chance to relax with old and new friends after a hard day on the trail, and dancing to country music! Giddy up and register for this fun event! Dress up in your favorite western wear for our costume contest!

COST: \$25 for buffet dinner (Reserve your ticket to our country and western roundup when you register for the conference.)



Tuesday, April 24

8:30 p.m., Chocolate Ballroom, Hershey Lodge

Tim the Dairy Farmer (*comedian*)

Born at a very young age, Tim became a dairy farmer and then a stand-up comedian. His experiences on and off the farm allow him to bring out the down-home humor of everyday farm life. You don't have to be a farmer to understand Tim's humor. Whether you are blue collar, redneck, or even a city slicker, Tim will have you doubled over with his laughs-per-minute style!



Johnny Counterfit Band (*country music cover band*)

Get ready to roar with laughter and sing along with Johnny Counterfit, who has been entertaining audiences for more than 20 years with his spot-on impressions of country music superstars, Hollywood legends, and popular politicians. Close your eyes and listen to his "100-proof" country music impressions that will make you think you are at a Johnny Cash or Vince Gill concert!