



PENNSYLVANIA STATE
ASSOCIATION OF
TOWNSHIP SUPERVISORS

Registration opens
January 14 at
conference.psats.org



No Fee
Increases!

PSATS 97th Annual Educational Conference & Exhibit Show

April 14-17, 2019
Hershey Lodge, Hershey, PA

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.*



Nearly 300 indoor and outdoor exhibits.



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 and use your member ID number 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 confer-

SEE AND HEAR FROM YOUR PEERS!

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

Watch the videos posted at conference.psats.org

ence materials and a name badge, which will admit you to all conference activities for which you have registered.

Solicitor, Engineer, Zoning, and Emergency Management Sessions

In conjunction with the Annual Conference, PSATS offers additional educational opportunities for your solicitor, engineer, zoning officials, and emergency managers. 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.

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.



Conference Registration Opens January 14

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 14, 2019, 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 14, 2019.**

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

JANUARY 14
9 a.m.

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

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 reserva-

tion and receive your lodging acknowledgment 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 14, 2019.

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 14: 9 a.m. - 4:30 p.m.

January 15 - April 10: Normal business hours of
8:30 a.m. - 4:30 p.m.

CONFIRMATIONS: An immediate acknowledgment 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 8.**

DEPOSIT: A credit card 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 22** 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 22.**

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 9.

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, 2019**, 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.

Registration Fees

Register online at conference.psats.org and save!

Register **online** to get the **lower rate** for PSATS' 2019 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, zoning and 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 22**

Guests

- ▶ **\$75 per person through March 22**
- ▶ **\$85 per person after March 22**

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.



“Fantastic informational exchange”

– Matthew Howton,
Wright Twp., Luzerne Co.

“The PSATS Conference is the most worthwhile, educational, and informational four days that any elected official who participates could absorb and share with their local township.”

– Thomas Jennings,
Independence Twp.,
Washington Co.

“It was a great learning experience for me as a first-time township supervisor.”

– Raymond Weldie,
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 14

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

8 AM - 5:30 PM
Exhibitor Check-in
Great American Hall Lobby
Information Desk
Chocolate Lobby

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)
Magnolia A

9:30 AM - 6:30 PM
PSATS Store & Member Lounge
Cocoa Suite 1 and Cocoa Terrace

10 AM - 4 PM
Pa. Association of Zoning Officials Spring Educational Forum
(separate registration is required at PAAZO.org)
Wild Rose A

10 AM - 7 PM
Conference Check-in
Chocolate Lobby

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

NOON - 5 PM
Exhibits Open
Great American Hall & Outside

NOON - 10 PM
Hotel Shuttle Buses
Chocolate Lobby Portico

12:30 - 4:30 PM
PSATS Leadership Development Series: Creating Effective Teams and Managing Conflict
(separate registration is required at connect.psats.org)
Magnolia C

2 PM - 4 PM
Roadmasters Roundtable
Crystal A

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

5:30 PM - 6:30 PM
First-Time Attendees (“New-bees”) “Swarm”
Empire B, C, & D

6:30 PM - 8:30 PM
Conference Welcome Reception
Chocolate Ballroom
(additional \$25 fee)

7 PM
Conference Check-in Closes



MONDAY/APRIL 15

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

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

7 AM - 5:30 PM
PSATS Store & Member Lounge
Cocoa Suite 1 and Cocoa Terrace

7 AM - 10 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 Suites 4 & 5

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

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

8:30 AM - 10:30 AM
General Session – Governor’s Welcome, Executive Director’s Report, Excellence Awards Ceremony, and Opening Speaker
Chocolate Ballroom

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

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

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

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

1:15 PM - 2:25 PM 
Managers Roundtable

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

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

5:30 PM
Conference Check-in Closes

8 PM - 9 PM
Dessert Reception
Cocoa Suites 4 & 5

TUESDAY/APRIL 16

7 AM - 5 PM
Conference Check-in
Chocolate Lobby
Information Desk

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

7 AM - 5 PM
PSATS Store & Member Lounge
Cocoa Suite 1 and Cocoa Terrace

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 Suites 4 & 5

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

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 – Legislative Leadership (invited); Business Session: Committee Reports, Elections, and 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 Secretary/Manager 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

8:30 PM
Entertainment – Rick K. and the Allnighters
Chocolate Ballroom

Please note that the Monday afternoon Legislative Reception at the Capitol complex will not be held during PSATS’ 97th Annual Conference because the legislature will not be in session.

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

- 20 Great Story Ideas for Your Township Website & Newsletter
- An Update on the Right-to-Know Law
- Balancing Your Insurance Needs Through PSATS
- Communicating GIS Data on a Budget: Using Google Maps and GIS
- Community Conflict: Finding Middle Ground
- Creating Affordable Employee Retirement Plans
- Crisis Communications Planning
- First Amendment: Township Parks, Special Events, and Social Media
- Labor and Employment Potpourri
- Making an Impact in Your Community with Video
- Managers Roundtable
- Managing the Sharing Economy
- Negotiating to Win: Getting Everything While Giving Nothing
- Politicians and Residents Say the Darndest Things
- Preventing Fraud in Local Government
- Procurement Best Practices for Proven Results
- Real-Life Municipal Discipline
- Secretary/Manager Q&A
- Social Media for Supervisors
- The Challenge of Change
- The Nuts and Bolts of Collective Bargaining
- The Problem with Solving Problems
- Top 10 Labor/Employment Mistakes in Municipal Management
- Township Officials, Theft, Bribery, Ethics, and the Courts
- Understanding Municipal Real Estate Tax Collection
- What You Don't Know about the Heart and Lung Act Will Hurt You
- Words that Work and Words that Don't
- You May be Small, But You Can be Mighty!
- You're Thinking About Constructing a New Municipal Building?

Planning/Zoning

- Are You Ready for Short-Term Rentals in Your Community?
- Case Studies in Code Enforcement
- Finding Valuable Commercial Space under Parking Lots
- Getting Your Community Ready for the 2020 Census
- If Everyone Hates Sprawl, Why Does It Keep Happening?
- It's an Amazon World! Adjusting to the eCommerce Economy
- Land Use Law Update
- Leverage Federal, State, and Local Resources to Tackle Blight
- Planning, Financing, and Construction of Township Facilities
- The Mundane to the Monster: Conducting Land Use Hearings
- Three Parks: Same Grant Program, Different Styles
- Effective, Affordable Bridge Management Systems
- Full-Depth Reclamation: Paving 2.0
- How to Build a Successful Funding Program
- Infrastructure Blind Spots: Plan, Coordinate, and Document
- Infrastructure Financing
- Local Critical Bridges
- Matching Transportation Projects to Grant Funding Sources
- Pavement Management for Local Government
- PennDOT Connects Support for Townships
- PennDOT's Revised PUB 221 for Local Posted and Bonded Roads
- Pennoni SmartPave: Road Conditions Assessment System
- Performing Stormwater Outfall Inspections for MS4 Compliance
- Project Bidding: Dotting the I's & Crossing the T's
- Pub 447 Approved Products for Low-Volume Local Roads
- Road Preservation and Mill and Fill Repair Options
- Row, Row, Row Your Boat... A Guide to Floodplain Management
- Stormwater Basin Rehabilitation: A Unique Collaboration
- Stormwater Compliance: What Your Municipality Needs to Know
- The Current State of Recycling in Pennsylvania: Markets, Collection, and Grants
- The Dirt of Conservation Districts
- The Do's and Don'ts of Stream Maintenance
- Understanding Your Community's Stormwater Obligations
- Vehicle Automation: Reimagining the Future of Transportation

Public Safety

- Best Practices in Municipal Police Department Management
- Contaminants of Emerging Concern: Risks, Regs, and Residents
- Financing Emergency Medical Services
- Fire and EMS Issues in Your Township: A Panel Discussion
- Guidelines for Flood Preparedness and Stream Intervention
- Increasing Fire Department Performance Through Cooperation
- Quality Control in YOUR Police Department
- Workers' Compensation for Volunteer Fire Companies

Public Works

- ABCs of Liquid Fuels Tax Funds
- Act 26: Its Impact on Planning, Permitting, and O&M
- Biobased Erosion/Filtration Sock: DEP/PennDOT-Approved
- DEP MS4 Stormwater Update

- Effective, Affordable Bridge Management Systems
- Full-Depth Reclamation: Paving 2.0
- How to Build a Successful Funding Program
- Infrastructure Blind Spots: Plan, Coordinate, and Document
- Infrastructure Financing
- Local Critical Bridges
- Matching Transportation Projects to Grant Funding Sources
- Pavement Management for Local Government
- PennDOT Connects Support for Townships
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- The Dirt of Conservation Districts
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- Understanding Your Community's Stormwater Obligations
- Vehicle Automation: Reimagining the Future of Transportation

* List is incomplete.

WEDNESDAY/APRIL 17

8 AM - NOON
Conference Check-in
Chocolate Lobby
Information Desk

8 AM - 11 AM
PSATS Store &
Member Lounge
Cocoa Suite 1 and Cocoa Terrace

8:30 AM - NOON
Leaders Q&A and 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 14**. 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") "Swarm"

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: 60's-Themed Welcome Reception

It's time to get your groove on! Break out your tie-dye shirts and bell-bottom jeans (*c'mon, we know you still have 'em*) and join us for another fun start to the conference. Enjoy good food, great company, and some fun things to do. You won't want to miss it! (*See the back cover for more information.*)

Monday: Managers Roundtable

Join us for a new event designed to get township managers together for a peer-to-peer discussion on issues of most concern to them. Whether it's human resource issues, new ideas in budgeting techniques, or addressing the latest in policing and public safety, this roundtable will provide managers with a focused opportunity to discuss these matters with the best in the business.

Tuesday: Secretaries-Managers Thank-You Luncheon/Q&A

PSATS invites township secretaries and managers to a special appreciation luncheon that offers an outstanding opportunity to network with their peers in a social setting. A lot of the important work that township secretaries and managers accomplish is often behind the scenes. This special luncheon is just one way that PSATS can say "thank you" for those efforts. (*The Secretaries Q&A Session will immediately follow the luncheon in Workshop Session #5.*)

Wednesday: Leaders Q&A

Don't miss this always popular start to Wednesday's general session! This will be your best chance to hear how key leaders respond to your questions about important topics of concern to townships. Be there to hear their answers.



DONUTS WITH DAVE: BACK BY POPULAR DEMAND!

Monday & Tuesday
7:30-8:15 a.m.
in Cocoa Suites 4 & 5

Two Days
This Year!

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

Food trucks 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 food truck 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 to 9 p.m. in Cocoa Suites 4 & 5

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 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, 7 a.m. to 10 p.m. on Monday, and 7 a.m. to 11 p.m. on Tuesday between the Hershey Lodge and all other conference hotels.

A list of these locations can be found on the "2019 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 10 p.m. on Monday and from 7 a.m. to 11 p.m. on 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 FOR SOCIAL MEDIA

#PSATSConf19

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 Exhibit

During your stay at the conference, be sure to visit the Columbia County Association exhibit in the Chocolate Lobby and learn more about the industries, agriculture, and tourist attractions this county has 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 EVENT: SUNDAY, APRIL 14 Grassroots Advocacy Network Reception, Aztec Room 4:15 to 5:15 p.m. — Free but registration is required.

Please be sure to sign up for this event when you register!

You are invited to the 2019 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 2019.

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.

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.



BE SURE TO APPOINT YOUR TOWNSHIP'S VOTING DELEGATE

There's a lot that goes on at PSATS' Annual Educational Conference and Exhibit Show, and one of the most important events is Tuesday morning's business meeting. **Be sure your township appoints its voting delegate when you register for the conference.**

Your township's voice

The voting delegate represents your township at the Association's annual business meeting, which will be held **Tuesday, April 16, 2019**. This is when Executive Board members and officers are elected, resolutions are discussed and voted on, and, if necessary, proposed bylaws changes are adopted.

Appointing a voting delegate is an important step because it ensures that your township has a voice during discussions on important legislative issues. Member townships that don't attend the conference or don't appoint a voting delegate are choosing NOT to have a voice in PSATS' governance and policy development.

Each member township that has paid its dues is entitled to one voting delegate at the annual conference, who must be a township supervisor, manager, secretary, or treasurer.

County associations may also appoint delegates

Each county association may also appoint one voting delegate for each 10 townships in the county or portion thereof and is guaranteed a minimum of two voting delegates. The voting delegates from the county association must also be a township supervisor, manager, secretary, or treasurer, and the county association may pay their expenses to attend the conference.



Don't Miss These

Special Events!

Sunday, April 14

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

Get Your Groove on at Our Welcome Reception

THE PSATS EXECUTIVE BOARD AND TRUSTEES invite all conference attendees — delegates, guests, and exhibitors — to join them for another fun start to the conference. Break out your tie-dye shirts and bell-bottom jeans (*c'mon, we know you still have them!*) and join us for another fun start to the conference. This event is quickly becoming an attendee favorite, so register early to make sure you get a seat. You won't want to miss it!

COST: \$25 for buffet dinner (Reserve your ticket when you register for the conference.)



Tuesday, April 16

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

Rick K. and the Allnighters

A blast from the past returns to celebrate another conference! Join us Tuesday night as we welcome back the one and only "Rick K. and the Allnighters"! Performing an exciting and unique blend of high-energy rock n' roll from the 1960's through today, Rick K. brings Las Vegas professionalism and class to every show. From Beatles to KC & The Sunshine Band, Four Tops to Santana, Enrique Iglesias to Michael Buble, there is something for everyone. After dinner, make sure to come back to the Lodge and enjoy some good musical entertainment with old and new conference friends!

