

SCHEDULE-AT-A-GLANCE — PSATS' 95th Annual Educational Conference & Trade Show, April 23-26, 2017

* Workshops with black asterisks are being repeated. Those in red text are eligible for PMGA credits. Consult your program for the details.

SUNDAY, APRIL 23, 2017

8 a.m.-5:30 p.m.

Registration/Check-In for Exhibitors — Great American Hall Lobby

8 a.m.-6 p.m.

PSATS Conference Information Desk Open — Chocolate Lobby

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

Workshops (additional fee required; see p. 32 of the program book)

- International Property Maintenance Code (2015 Edition) — Magnolia C
- Zoning Administration 101 — Magnolia A

9 a.m.-4 p.m.

Workshops (additional fee required; see p. 33 of the program book)

- TEMA Spring Forum — Empire A
- Tips and Tricks for Quickbooks — Wild Rose A

9 a.m.-6 p.m.

Registration/Check-In for Delegates — Chocolate Lobby

10:30-11:30 a.m.

Non-Denominational Worship Service — Cocoa Terrace

11 a.m.-2 p.m.

Lunch Food Bar — Great American Hall Lobby

Noon-1 p.m.

Secretaries-Managers Thank-You Luncheon — Aztec Room (fee and preregistration required; see p. 29 of the program book)

Noon-5 p.m.

Exhibits — Great American Hall and Lobby (upper level), Chocolate Lobby (upper level), and Outside

Food Trucks — Outside (upper exhibit area)

1-5 p.m.

PSATS Cyber Corner — Cocoa Suite 6 (see p. 29 of the program book)

2-4 p.m.

Workshop (no additional fee; see p. 34 of the program book)

- Roadmasters Roundtable — Cocoa Suites 4&5

4:15-5:15 p.m.

Grassroots Lobbying Network Reception — Aztec Room

(free; walk-ins welcome; see p. 30 of the program book)

5:15-6 p.m.

“New-Bees” Meet and Greet — Cocoa Terrace & Cocoa Suite 1

(see p. 30 of the program book)



PSATS Trustees Insurance and Retirement Services



6-8 p.m.

A “Red, White, and Blue” Welcome Reception

Chocolate Ballroom (fee; preregistration required; see p. 31 of the program book)

MONDAY, APRIL 24, 2017

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

Registration/Check-In for Exhibitors — Great American Hall Lobby

7 a.m.-5:30 p.m.

Registration/Check-In for Delegates — Chocolate Lobby

PSATS Conference Information Desk Open — Chocolate Lobby

7:30 a.m.

Delegate/Exhibitor Breakfast Mixer — Great American Hall

(see p. 37 of the program book)

7:30-8:15 a.m.

Donuts with Dave — Cocoa Suites 4&5

(see p. 37 of the program book)

7:30-9:30 a.m.

Breakfast Food Truck — Outside (upper exhibit area)

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

Exhibits — Great American Hall and Lobby (upper level), Chocolate Lobby (upper level), and Outside

8 a.m.-5 p.m.

PSATS Cyber Corner — Cocoa Suite 6 (see p. 38 of the program book)

8:30-11:30 a.m.

Township Engineers Seminar — Magnolia A

(see p. 38 of the program book)

9-10:45 a.m.

General Session — Chocolate Ballroom

(see p. 39 of the program book)

• Awards Ceremony:

- Intergovernmental Cooperation Award
- Road and Bridge Safety Improvement Awards
- Outstanding Citizen Communication Award
- Chairman’s Distinguished Service Award
- President’s Leadership Awards
- Founder’s Award

• Executive Director’s Message: David M. Sanko

9 a.m. and 9:30 a.m.

Guest Programs Begin (see p. 40 of the program book)

9:30 a.m.-3:30 p.m.

Township Solicitors Seminar (attorneys only) — Hotel Hershey, Blue Mountain Room (at Harvest restaurant; see p. 40 of the program book)

10:55 a.m.-12:05 p.m.

Workshop Session #1 (see pp. 41-46 of the program book)

- Act 111 Essential Strategies for Police and Firefighter Contracts — Empire C
- Best Practices for Enforceable Ordinances — Aztec Room
- * Checklists for Quick and Easy Office Administration — Trinidad Room
- Communicating the Benefits of Recycling — Cocoa Suite 1
- Dancing with the Devil? Partnering with Private Developers to Create Better Communities — Magnolia D
- EMS and Townships: Helping Each Other — Cocoa Suite 5
- FHWA 536 Form: What Is It and How Do I Complete It? — Empire D
- Getting the Most Out of Your Technology — Empire A
- How to Save Money by Buying Through COSTARS — Cocoa Suite 2
- * Increase Revenue by Maximizing Delinquent Collections — Tower Suite 1
- Maximizing Your Limited Road Budget with Pavement Management — Cocoa Terrace
- Preparing Hazard Mitigation and Disaster Recovery Plans — Cocoa Suite 3
- The Secrets to Successful Real Estate Tax Collection — Wild Rose B
- Using Google and Social Media in Research and Investigations — Empire B
- What Every Township Supervisor Needs to Know About Investing in 2017 — Tower Suite 2

11 a.m.-2 p.m.

Lunch Food Bar — Great American Hall Lobby

11 a.m.-4 p.m.

Food Trucks — Outside (upper exhibit area)

12:30-1 p.m.

Resolutions Committee Meeting — Cocoa Board Room

1:15-2:25 p.m.

Workshop Session #2 (see pp. 48-56 of the program book)

- ARCGIS for Local Government: A Fast Track to Building Smart Communities — Cocoa Suite 1
- * Checklists for Quick and Easy Office Administration — Magnolia A
- Dazed and Confused: Drugs, Alcohol, and the ADA — Magnolia B
- Dust Suppression and Road Stabilization — Cocoa Suite 2
- Electronics, Drones, and Phones: Is Your Township Ready? — Cocoa Suite 3
- Employee Misconduct Investigations and Discipline Essentials — Cocoa Suite 5 **PMGA**
- Geosynthetic Reinforced Soil and Bridge System — Wild Rose A
- Grant Writing Success Stories — Tower Suite 2
- How Townships Can Regulate Digital Billboards — Cocoa Suite 4 **PMGA**
- Identifying Hazardous Chemicals in the Workplace — Empire B
- One Township’s Experience with a Stormwater Authority — Empire D
- Partnering with Homeowners Associations on Public Works Projects — Empire C
- Pension Plan Options Available Through the Trustees Insurance Fund — Cocoa Terrace
- Planning for Shale Gas Infrastructure — Magnolia C
- Public-Facing Maps: Using GIS as a Community Outreach Tool — Magnolia D
- Quickbooks: It’s All in the Set-Up — Trinidad Room
- * Secrets of the Township Code and Other Laws — Aztec Room

- Smart Ideas to Control Energy Expenses — Wild Rose B
- Taking the Complexity Out of Technology — Empire A
- The “Cure” for Energy Procurement Confusion — Tower Suite 1

2:45-3:55 p.m.

Workshop Session #3 (see pp. 57-64 of the program book)

- 120-Foot Cell Towers in Your Rights of Way? — Cocoa Suite 2
- * ARCGIS for Local Government: A Fast Track to Building Smart Communities — Cocoa Suite 1
- Balancing Your Insurance Needs Through the Trustees Insurance Fund — Tower Suite 2
- Challenging Personalities: Keeping It Professional — Empire D
- * Cooling Down Hot Heads at Meetings — Wild Rose B
- DEP MS4 Update — Empire A
- Do Your Homework Today for the Tax Season Ahead — Tower Suite 1
- How to Calculate Stormwater Fees — Magnolia C
- * How to Protect Against Cyber Fraud — Magnolia D
- * Increase Revenue by Maximizing Delinquent Collections — Empire B
- Keeping Township Ordinances Current in a Changing Legal Landscape — Aztec Room
- * Labor and Employment Law Potpourri — Wild Rose A
- Legal Cannabis, Weed & Work: A ‘Highly’ Thorny Situation for Employers — Cocoa Suite 5 **PMGA**
- Maintaining Your Township Roads — Crystal A
- Potential Bias Issues in Zoning and Land Development — Cocoa Suite 4 **PMGA**
- * Right-to-Know Law: Staying on Top of Open Records Requirements — Magnolia A
- * Secrets of the Township Code and Other Laws — Magnolia B
- Spending \$228,000 to Save \$8 Million: When I&I Investment Saves Money — Empire C
- Taking on Blight: Strategies to Get the Upper Hand — Cocoa Terrace

4:15 p.m.

Buses begin leaving for the Legislative Reception at the State Capitol Complex, Harrisburg (see p. 71 of the program book)

4:15-5:25 p.m.

Workshop Session #4 (see pp. 64-70 of the program book)

- An Innovative Approach to Financing Local EMS — Magnolia C
- Communicate to Your Audience Online — Cocoa Suite 3
- * Cooling Down Hot Heads at Meetings — Wild Rose B
- Downloading Your Township’s Future: How to Improve Internet Service for Your Residents — Cocoa Suite 2
- * How to Protect Against Cyber Fraud — Magnolia D
- * Labor and Employment Law Potpourri — Wild Rose A
- LED Street Light Rate Schedules and Options for Pa. Municipalities — Cocoa Suite 1
- Managing Municipal Police Departments — Cocoa Suite 4

Monday’s agenda continues on other side →



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MONDAY, APRIL 24, 2017 (cont.)

- Prepare Now for Your 2018 MS4 Permit — Crystal A
- Repositioning the Suburbs Through Public-Private Partnerships — Magnolia B
- Right-to-Know Law: Staying on Top of Open Records Requirements — Magnolia A
- Stormwater: What Your Municipality Needs to Know — Aztec Room
- Surfing the Silver Tsunami: Preparing Your Township for an Aging Population — Cocoa Terrace
- Update on Road Posting and Bonding — Empire C
- Using GIS to Prioritize Road Maintenance — Empire D
- Workers' Compensation and Volunteer Fire Companies — Cocoa Suite 5

5:30-10:30 p.m.

Guest Program (see p. 72 of the program book)

8:30-9:30 p.m.

Dessert Reception — Cocoa Suites 4&5 (see p. 72 of the program book)

TUESDAY, APRIL 25, 2017

7 a.m.-2 p.m.

Registration/Check-In for Exhibitors — Great American Hall Lobby

7 a.m.-5 p.m.

Registration/Check-In for Delegates — Chocolate Lobby
PSATS Conference Information Desk Open — Chocolate Lobby

7:30 a.m.

Delegate/Exhibitor Breakfast Mixer — Great American Hall (see p. 74 of the program book)

7:30-8:15 a.m.

Donuts with Dave — Cocoa Suites 4&5 (see p. 74 of the program book)

7:30-9:30 a.m.

Breakfast Food Truck — Outside (upper exhibit area)

7:30 a.m.-1:30 p.m. (Show ends today!)

Exhibits — Great American Hall and Lobby (upper level), Chocolate Lobby (upper level), and Outside

8 a.m.-5 p.m.

PSATS Cyber Corner — Cocoa Suite 6 (see p. 75 of the program book)

8:30-11:30 a.m.

Township Engineers Seminar — Magnolia A (see p. 76 of the program book)

9 a.m.-Noon

General Session — Chocolate Ballroom (see pp. 76&77 of the program book)

- Speakers:
 - Pa. Sen. Scott Wagner, Chair, Senate Local Government Committee
 - Pa. Rep. Kate Harper, Chair, House Local Government Committee
- President's Message: Shirl Barnhart
- Business Session: Treasurer's Report, Standing Committee Reports, and Resolutions Voting

9 and 9:30 a.m.

Guest Programs Begin (see p. 78 of the program book)

11 a.m.-1:30 p.m.

Food Trucks — Outside (upper exhibit area)

11 a.m.-2 p.m.

Lunch Food Bar — Great American Hall Lobby

1:15-2:25 p.m.

Workshop Session #5 (see pp. 79-87 of the program book)

- Current Issues in Liability Insurance Coverage — Empire C
- Design Considerations for Maintenance-Free Road-Stream Crossings — Cocoa Suite 1
- Economic Development: Chart Your Own Course — Cocoa Suite 2
- How Parks and Trails Can Address Stormwater Issues — Cocoa Terrace
- * • Media Relations for Municipal Officials — Wild Rose A
- **MS4 Outfall Screening and Monitoring: Dry Weather vs. Wet Weather** — Cocoa Suite 4 **PMGA**
- New GASB Reporting Requirements for OPEBs — Magnolia D
- New or Renew? Lessons Learned in Building Township Facilities — Empire B
- * • Recent Planning and Land Use Laws and Court Decisions — Magnolia C
- Road Maintenance and Repair Options — Cocoa Suite 3
- **Strategic Planning for Police Negotiations** — Cocoa Suite 5 **PMGA**
- The Power of E-Procurement — How to Save Money with Electronic Bid Management — Tower Suite 2
- Townships and PennDOT Highway Occupancy Permits — Empire D
- Traffic Signal Asset Management System — Wild Rose B
- * • Understanding Your Community's Stormwater Obligations — Empire A
- Video Surveillance in the Workplace: What's Acceptable and What's Not — Magnolia B
- What Can We Do About Off-Duty Employee Conduct? — Magnolia A
- Wireless Communications: Ordinances, Best Practices, and Trends — Tower Suite 1

2:45-3:55 p.m.

Workshop Session #6 (see pp. 88-95 of the program book)

- 2020 Census and the 2017 Local Update of Census Addresses (LUCA) — Empire C
- Agricultural Security Areas: Preserving Pa.'s Farmland — Empire B
- Contemporary Zoning Ordinances for the 21st Century — Crystal A
- Creative Municipal Mapping — Cocoa Suite 1
- Cyber "Wargames" — Magnolia A
- * • Economic Development: Chart Your Own Course — Cocoa Suite 2
- GIS on a Budget — Cocoa Suite 3
- **Hazard Mitigation Planning: What Do You Get for Your Money?** — Cocoa Suite 5 **PMGA**
- Making Your Roads Safer by Complying with the MUTCD — Wild Rose B
- * • Media Relations for Municipal Officials — Wild Rose A
- MS4 Permit Holders — Knowing Your Responsibilities — Tower Suite 2
- * • Recent Planning and Land Use Laws and Court Decisions — Magnolia C
- Show Me the Money: DCNR's Community Conservation Grant Program — Cocoa Terrace
- Smart Salting and Precision Application — Empire D



- Successfully Outsourcing IT — Tower Suite 1
- The Good Community: What It Is and How to Create It — Magnolia B
- * • Understanding Your Community's Stormwater Obligations — Empire A
- **Wetlands and Waterways: Compliance and Management** — Cocoa Suite 4 **PMGA**

3-4 p.m.

Supervisor and Secretary Hall of Fame Photo Booth — Chocolate Lobby (see p. 96 of the program book)

4:15-5:15 p.m.

Workshop Session #7: Township Roundtable Discussions by Population (see pp. 96-97 of the program book)

8:15 p.m. (free; doors open at 8 p.m.)

Entertainment — Chocolate Ballroom (see p. 97 of the program book)

WEDNESDAY, APRIL 26, 2017

7:45-8:15 a.m.

Supervisor and Secretary Hall of Fame Photo Booth — Chocolate Lobby (see p. 98 of the program book)

8 a.m.

Registration/Check-In for Delegates — Chocolate Lobby
PSATS Conference Information Desk Open — Chocolate Lobby
Resolutions Voting (continued if necessary) — Chocolate Ballroom

8-11 a.m.

PSATS Cyber Corner — Cocoa Suite 6 (see p. 98 of the program book)

8:30-9:15 a.m.

Workshop Session #8 (see pp. 99-100 of the program book)

- Fire and EMS Services in Your Township — A Panel Discussion — Aztec Room
- Township Secretaries and Managers Q&A — Nigerian Room
- Self-Driving Vehicles — Issues for Townships — Trinidad Room

9-11 a.m.

Guest Program (see p. 100 of the program book)

9:30 a.m.-Noon

General Session — Chocolate Ballroom (see pp. 100&101 of the program book)

- Administration Roundtable, featuring:
 - Moderator: Gov. Tom Wolf
 - Panelists:
 - Col. Tyree Blocker, Pa. State Police Commissioner
 - Richard D. Flinn Jr., Director, Pa. Emergency Management Agency
 - Patrick McDonnell, Acting Secretary, Pa. Department of Environmental Protection
 - Leslie Richards, Secretary, Pa. Department of Transportation
- Keynote Speaker: News Commentator Ed Rollins
- Adjournment and Distribution of Attendance Certificates

