

Learn



PSATS

PENNSYLVANIA STATE ASSOCIATION OF TOWNSHIP SUPERVISORS



Network





Be Inspired



PSATS 94th Annual

EDUCATIONAL

Conference & Trade Show

April 17-20, 2016
Hershey Lodge, Hershey, PA

Exhibit Show Runs April 17-19, 2016

The BEST Educational Opportunity for Township Offcials in One Place

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

Registration opens January 12 at conference.psats.org

New This Year:

Book Your Hotel Room at the Same Time You Register for the Conference!

Nearly 300 indoor and outdoor exhibits.

PSATS 94th Annual

EDUCATIONAL

Conference & Trade Show

April 17-20, 2016
Hershey Lodge, Hershey, PA

***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 and Trade Show, 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, and planners
- 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 enclosed registration form. **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.

HEAR FROM YOUR PEERS!

Learn more about the value of attending the conference from those who have been there! Go to conference.psats.org anytime to view a short "Conference Value Video."

Your badge is your ticket. Please note that there will be a $25 fee for misplaced or lost badges.

Solicitor, Engineer, and Emergency Management Sessions

In conjunction with the Annual Conference, PSATS offers additional educational opportunities for your solicitor, engineer, 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 room 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 12

Based on member requests, registration for the PSATS Conference will not open until after townships' January reorganization meeting. Conference registration will officially open on **January 12, 2016, 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 submit all online conference registrations at the same time. Those townships without Internet access should submit all paper registrations together in the same envelope. **PSATS will not begin to process any registrations before January 12 regardless of the date received.**

We have prepared a short instructional video to help with registration. Go to **conference.psats.org** and look for the "Registration Demo Video."

Hotel Reservations – Now You Can 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, but this year, you will be able to book your lodging for the conference **online, immediately after registering. After you have registered and paid, you will simply click on the link for the hotel reservation system.**

Like last year, registrants will have complete control over booking or changing a room or campsite, 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, receive your lodging confirmation immediately, and change reservation details yourself at any time before the conference. No room deposit will be required.

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.

MAKING HOTEL RESERVATIONS: Reservations must be made online through the PSATS room reservation system. PSATS will operate a Registration and Hotel Reservation Help Desk with extended hours 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 12	9 a.m. - 5 p.m.
January 13	8 a.m. - 5 p.m.
January 14	8 a.m. - 5 p.m.
January 15	8 a.m. - 5 p.m.

January 19 - April 13 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 by **March 11.**

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 25** 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 25.**

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 the PSATS room reservation system.

No refunds on any registrations, meals, or events will be given for any cancellation after April 12.

Please note that a conference cancellation does not cancel any hotel reservations you may have made. Refer to the PSATS room reservation system for hotel cancellations.

DISABILITY ROOMS: A limited number of disability rooms are available at the Hershey Lodge and other hotels. Please submit a "PSATS Disability Lodging Request" form to PSATS **by February 1, 2016,** 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. **PSATS will not process paper registrations before January 12.**

JANUARY 12
9:00 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' 2016 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, road crew/public works, and other township employees)

- **$150 per person if registering online**
- **$175** per person if registering via mail or fax
- **$200** late fee after March 31

Guests

- **$85** per person if received by March 31
- **$95** 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.

Badge barcodes will only disclose name, county, township, and township address.

Large selection of educational sessions.

PSATS 94th Annual
EDUCATIONAL
Conference & Trade Show
April 17-20, 2016
Hershey Lodge, Hershey, PA

Invited Speakers



Clockwise from top left:

- Gov. Tom Wolf
- U.S. Congressman Lou Barletta
- Pa. Secretary of Agriculture Russell Redding
- Pa. Secretary of Environmental Protection John Quigley

PLEASE NOTE: All workshops listed here are **tentative and subject to change.** Please consult the *Township News* or **conference.psats.org** in the coming months 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 17

8 AM - 4 PM
Workshop Registration Open
Confection Lobby (downstairs)

8 AM - 6 PM
Exhibitor Registration Open
Great American Hall Lobby

Information Desk Open
Chocolate Lobby

8:30 AM - 4 PM
Building Codes Workshop
(separate registration is required at paconstructioncodesacademy.org)

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

9 AM - 6 PM
Conference Registration Open
Chocolate Lobby

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

NOON - 1 PM
Secretaries-Managers Thank-You Luncheon
Aztec Room *($10 for secretaries and managers; $25 for others)*

NOON - 5 PM
Exhibits Open
Great American Hall and Outside

1 PM - 5 PM
PSATS Cyber Corner Open
Cocoa Suite 6

2 PM - 4 PM
Roadmasters Roundtable
Cocoa Suite 5

4:30 PM - 5:30 PM
Grassroots Lobbying Network Reception
Aztec Room

5 PM
Exhibits Close

5:30 PM
First-Time Attendees ("New-"bees") Meet and Greet
Cocoa Terrace

6 PM
Conference and Exhibitor Registration Closes

6 PM - 8 PM
Oktoberfest in April
Chocolate Ballroom
(additional $30 registration fee)

MONDAY/APRIL 18

7 AM - 5:30 PM
Conference Registration Open
Chocolate Lobby and Confection Lobby (downstairs)

Information Desk Open
Chocolate Lobby

7 AM - 4:30 PM
Exhibitor Registration Open
Great American Hall Lobby

7:30 AM - 8:15 AM
Donuts with Dave — Morning Refreshments with PSATS Executive Director David Sanko
Cocoa Suites 4 and 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 AM - 5 PM
PSATS Cyber Corner Open
Cocoa Suite 6

8:30 AM - 11:30 AM
Engineers Seminar
(separate registration is required at engineers.psats.org)
Wild Rose Ballroom

8:30 AM - 10:30 AM
General Session — Opening Ceremony, Call to Order, Speakers, President's Report, Executive Director's Report
Chocolate Ballroom

9:30 AM - 3:30 PM
Solicitors Seminar
(separate registration is required at solicitors.psats.org)
On-site registration begins at 10 a.m.
Hotel Hershey Blue Mountain Room

10:45 AM - NOON
Workshop Session #1

10:45 AM - 1:15 PM
Visit the Indoor and Outdoor Exhibits!

1:15 PM - 2:30 PM
Workshop Session #2

2:45 PM
Bus Leaves for First State Capitol Tour
($10 preregistration fee is required)
Chocolate Lobby Portico

2:45 PM - 4 PM
Workshop Session #3

3:15 PM
Bus Leaves for Last State Capitol Tour
($10 preregistration fee is required)
Chocolate Lobby Portico

4 PM
Exhibits Close

4:15 PM - 4:30 PM
Buses Leave for PSATS Legislative Reception
(free, but preregistration is required)
Chocolate Lobby Portico

4:15 PM - 5:30 PM
Workshop Session #4

4:30 PM
Exhibitor Registration Closes

TUESDAY/APRIL 19

7 AM - 5 PM
Conference Registration Open
Chocolate Lobby and Confection Lobby (downstairs)

Information Desk Open
Chocolate Lobby

7 AM - 2 PM
Exhibitor Registration Open
Great American Hall Lobby

7:30 AM - 8:15 AM
Donuts with Dave — Morning Refreshments with PSATS Executive Director David Sanko
Cocoa Suites 4 and 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

8 AM - 5 PM
PSATS Cyber Corner Open
Cocoa Suite 6

8:30 AM - 11:30 AM
General Session — Committee Reports, Elections, Resolutions Voting
Chocolate Ballroom

8:30 AM - 11:30 AM
Engineers Seminar
(separate registration is required at engineers.psats.org)
Wild Rose Ballroom

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

1:15 PM - 2:30 PM
Workshop Session #5

1:30 PM
Exhibits Close

2:45 PM - 4 PM
Workshop Session #6

4:15 PM - 5:15 PM
Workshop Session #7: Roundtable Discussions
- Township Population Under 2,000
- Township Population 2,001 to 5,000
- Township Population 5,001 to 10,000
- Township Population Over 10,000

5 PM
Conference Registration Closes

8 PM - 10 PM
Entertainment
The Mahoney Brothers
Chocolate Ballroom

5 PM - 6:30 PM
PSATS Legislative Reception
Keystone Building, State Capitol Complex

5:30 PM
Conference Registration Closes

6:30 PM
Buses Leave Harrisburg for Return to Lodge
(Note: The hotel shuttles will be available to take you from the Lodge back to your hotel.)

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 web-site and conference app.

- 4th Amendment Implications of Zoning and Code Enforcement
- 20 Best Management Practices for Your Township
- 21st Century Economic Development and Townships
- Administration, Police and Public Works, Oh My!
- Agriculture: A Cost-Effective Greening Solution to MS4s and TMDLs
- Amping Up Advocacy: Becoming an Effective Grassroots Network Member
- Bad Cops. What Are You Going to Do?
- Balancing Your Insurance Needs Through the Trustees Insurance Fund
- Best Practices in Accounting and Fraud Prevention and Detection
- Best Practices in Permit Management
- Beyond Accessibility: A Higher Level of Inclusive Play
- Bring-Your-Own-Device-to-the-Workplace Policies
- Building Cash Balances and Improving Credit Ratings
- Chesapeake Bay Update
- Communicate to Your Audience Online
- Community Surveys: What Are Your Options?
- Compressed Natural Gas and Your Municipal Fleet
- Conflict: When Residents and Ordinances Clash
- Culvert Structure Analysis and Rehabilitation
- Current Stormwater Management Practices
- Cyber Liability and Municipal Risk Management
- Delinquent Township Collections: Collect More for Less
- DEP Pipeline Infrastructure Task Force Report
- Environmental Law Requirements Impacting Municipalities
- Finding, Attracting, and Landing Large Developments
- Fire and EMS Services in Your Township: A Panel Discussion
- Geosynthetic Reinforced Soil Bridge Success
- Growing Greener Grants: Project Ideas and How to Apply
- Heading Off Failing Septic Systems with a Sewage Management Plan
- How to Find Your Way through the DCNR Grant Jungle
- How to Get More Revenue and Benefits from Your Cable Company
- How to Improve the Collection of Act 101 Recyclables
- Innovative Bridges Using Act 13 Impact Fees
- Issues in Modern Policing: How Did We Get from There to Here?
- Just Some of the Interesting Ways an Employee Can Get Fired
- Keeping PennDOT Projects Running Smoothly
- Labor and Employment Law Potpourri
- Land Use and Zoning Law Update
- LED Street Lights: Maximize the Energy Benefits for Your Community
- Legal Issues Involving Dash Cams, Body Cams, Drones, and Cell Phones
- Liquids in Snow and Ice Control: What, When, Why, and How
- Local Roads: Design, Construction, and Maintenance
- Long-Term Road Maintenance Planning and Stormwater Inventory
- Making Your Roads Safer by Complying with the MUTCD
- Maximizing the Benefits of Technology in Public Works Inspections
- Maximizing Utility Rebates from Act 129
- Methods for Sharing GIS Maps and Data
- Modernizing Intergovernmental Agreements and Practices
- MS4 Housekeeping Best Practices for Municipal Facilities
- MS4 Pollutant Planning and Removal Requirements
- Municipal Risk Management
- Next-Generation Wireless Facilities and How to Protect Your Township
- NPDES MS4 2018: Up an Impaired Creek without a Paddle
- Overview of Stormwater Regulations for Municipal Officials
- PA DCNR Parkland Conversions: The Legal Implications
- Paving Fabric: Sustaining Township Roads and Budgets
- Pension Plans: What Options Are Available Through the Trustees Insurance Fund
- Planning 2.0: How to Deal with Changing Economies and Expectations
- Planning for Agriculture
- Practical Legal Advice on Fighting Blight
- Protecting Your Township from Undesirable Outdoor Lighting
- Reducing Sewer System Inflow and Infiltration
- Responding to Violent Intruders
- Responsibilities of a Bridge Owner
- Roller-Compacted Concrete (RCC) for Streets and Local Roads
- Social Media Sites for Townships
- Stormwater Landscape in Pennsylvania: What Your Municipality Needs to Know
- Stormwater Permits: Keeping Stormwater in Check
- Stormwater Post-Construction Best Management Practices
- The Benefits and Procedures for Codification of Your Municipal Regulations
- The Impact of *Reed v. Town of Gilbert* on Municipal Sign Ordinances
- The Perils of Workplace Bad Actors
- The Right Kind of Development
- The Township Parks 5-in-1 Toolkit
- Three Human Resource Issues Facing Townships Today
- Township Supervisors' Role in Subdivision and Land Development Plans
- Traffic Calming for Municipalities
- Understanding Payments to Municipalities from Shale Gas Development
- Understanding the Fair Labor Standards Act
- Understanding Your Community's Stormwater Obligations
- USDA Rural Development Programs for Townships
- Using Electronic Document Management to Help Townships Run Smarter
- Using the Treasurer's Report to Negotiate Police Contracts
- What a Public Employer Needs To Know
- What to Do When Your Receptionist Shows Up with Face Piercings and Tattoos

This list is not complete.

WEDNESDAY/APRIL 20

8 AM - 11 AM
PSATS Cyber Corner
Cocoa Suite 6

8 AM - NOON
Conference Registration Open
Chocolate Lobby

Information Desk Open
Chocolate Lobby

8:30 AM - NOON
General Session — Leaders Forum, Leadership Awards, Keynote Speaker
Chocolate Ballroom

NOON
Conference Adjourns

Distribute Attendance Certificates

Smoking Policy

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

REGISTER ONLINE AND SAVE!

All township officials are encouraged to register online. 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.



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 the Cocoa Terrace. All are welcome.

Sunday: Secretaries-Managers Thank-You Luncheon

Back by popular demand! PSATS invites township secretaries and managers to a special luncheon that offers an outstanding opportunity to network with their peers. *(See the enclosed flyer for more details.)*

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: Oktoberfest

Help us open the conference during our "Oktoberfest in April" Sunday evening from 6 to 8. Enjoy a traditional Oktoberfest meal and polka dancing. *(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!

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

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

LUNCH SERVICE

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.

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.

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.

NEARBY ATTRACTIONS AND PARKING



Nearby Attractions

The Hershey Story Museum, Hershey's Chocolate World, the Hershey Gardens, 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** 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:

- **LEBBIE LEBKICHER'S CASUAL BUFFET** is open for breakfast.
- **THE HERSHEY GRILL** serves 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.

Area Restaurants

PSATS has arranged for conference attendees to receive a 10 percent 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 popular discount program.

Recreational/Other Facilities

Recreational facilities at the Hershey Lodge include an indoor pool, whirlpool and sauna, an adult fitness center, a game room, miniature golf, and access to championship-caliber golf at the Hershey Country Club. A Hershey's gift shop and newsstand are also on the premises. The Hotel Hershey offers year-round ice-skating, with skate rental available. Check with the hotel or the PSATS Information Desk for rink dates and times.

Shuttle Service

BETWEEN THE HERSHEY LODGE AND HOTEL HERSHEY

PSATS will run a free shuttle service between the Hershey Lodge and Hotel Hershey.

The shuttle will run continuously from noon to 10 p.m. on Sunday and from 7 a.m. to midnight on Monday and Tuesday. Passengers will be picked up and dropped off at the Chocolate Lobby portico at the Hershey Lodge and at the front entrance to the Hotel Hershey.

Those staying at the Hotel Hershey Cottages will also need to pick up the shuttle at the front of the hotel.

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 midnight on Monday and Tuesday between the Hershey Lodge and all other conference lodging sites.

A list of these locations can be found on the "2016 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 lodging site.

BETWEEN THE HERSHEY LODGE AND SATELLITE PARKING AREA

PSATS is offering a shuttle service that will run continuously from 8 a.m. to midnight 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.

TRADE SHOW EXHIBITS

CLOSE TO 300 VENDORS AND STATE AND FEDERAL AGENCIES will be on hand during the Annual Educational Conference and Trade 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.

TRADE 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.

SPECIAL EVENTS: SUNDAY, APRIL 17

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

Grassroots Lobbying Network Reception

4:30 to 5:30 p.m.

You are invited to the 2016 Grassroots Lobbying 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 the new legislative session.

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 Lobbying 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 18

Annual Legislative Reception

5-6:30 p.m. in Harrisburg



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 18, 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.

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.

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.

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

3:30 and 4 p.m.

Join us for one of two guided tours of the historic State Capitol building on Monday, April 18. 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 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 Conference 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 7:00 p.m.

Don't Miss These Special Events!

Sunday, April 17

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



"Oktoberfest in April"

THE PSATS EXECUTIVE BOARD invites all conference attendees — delegates, guests, and exhibitors — to dust off their fanciest dirndls, or gauplattlerhosen and tiroler hüt, and join us for "Oktoberfest in April"!

During dinner, relax in the company of your friends while dining on traditional Oktoberfest fare and enjoying some beer *(including ginger and root variety),* combined with some polka dancing fun! Don't remember how to polka? No problem. We will be joined by some polka dancing experts to help you master the Beer Barrel and Pennsylvania polkas.

COST: $30 (Reserve your ticket to our **"Oktoberfest in April"** when you register for the conference.)

Tuesday, April 19

8-10 p.m., Chocolate Ballroom, Hershey Lodge





Rock-n-Roll Show

JOIN US TUESDAY EVENING for the musical tribute "Juke Box Heroes"! You won't believe your eyes (or ears!) as the Mahoney Brothers flawlessly perform your favorite rock and roll songs. Sing along, enjoy the uncanny impersonations, and laugh out loud as the three brothers wind their way through 50 years of the music you know.







