

*It's a  
Wonderful  
Life*

*In Pennsylvania Boroughs!*

**Pennsylvania State  
Association of Boroughs**

**Annual Conference  
& Exhibition**

**April 29 - May 2, 2012  
Seven Springs Mountain Resort**





## Pennsylvania State Association of Boroughs

2941 North Front Street, Harrisburg, PA 17110

Phone: 717-236-9526 Fax: 717-236-8164

### Register for the 101<sup>st</sup> Annual Conference

"It's a Wonderful Life in Pennsylvania Boroughs" is the theme for PSAB 101st Annual Conference scheduled for April 29 - May 2, 2012, at Seven Springs Mountain Resort.

#### PSAB REGISTRATION FORM (Instructions):

Complete and mail form to PSAB. A check made payable to PSAB must accompany the form. Don't forget to mark your first-time attendees. Spouses/guests must be registered to **participate in program activities** and **visit the exhibits**.

If you can't attend the full Conference, register for **one day**. The fee is **\$125 for Monday or Tuesday**. For more information and to register, see Package B or C on the enclosed registration form.

**Registration Cancellation Policy for Delegates and Spouses.** Cancellations must be in writing. Full registration fee will be refunded if the cancellation notice is received no later than **April 16**. No refunds will be given after **April 16** (substitutions will be accepted).

#### HOTEL RESERVATION FORM (Instructions):

The room rate at Seven Springs is **\$168 per room, per night** plus 9% tax, Single or Double Occupancy. The room rate includes breakfast the following morning for up to 2 adults in the room. To make reservations, call 866-437-1300. Note – Phone reservations can be guaranteed to a credit card or followed up with a one night's deposit by check (\$183.12 per room). If following up with a deposit check, please make sure that you include the room confirmation number(s). **Housing deadline is April 2, 2012**. The address for Seven Springs Mountain Resort is 777 Waterwheel Drive, Champion PA 15622.

#### SPECIAL CONFERENCE NOTES

**Voting - Voting Delegate Form (one form per registered Borough) is on the back of the PSAB registration form. To ensure voting eligibility, Voting Delegate Forms must be returned to PSAB by April 16, 2012!**

**Conference Expenses** - Section 701 of the Borough Code provides reimbursement for mileage, registration fees, and all other actual expenses for the Conference which Council agrees to pay.

If you have any questions, contact Mary (Ext. 26) at PSAB by calling 1-800-232-7722.

# "It's A Wonderful Life in Pennsylvania Boroughs"

## Tentative Program

### Sunday, April 29

- 1 - 6 p.m. Registration (Delegates and Spouses)
- 1 - 6 p.m. Conference Gift Exchange
- 3 - 5 p.m. Resolutions and Policy Committee
- 1 - 6 p.m. Grand Opening of the Exhibit Hall (Refreshments Served)
- 3:30 - 4:30 p.m. Conference Orientation  
First-time Attendees and Newly Elected Officials
- 6 - 10 p.m. Barbecue (6-8 p.m.)  
Followed by the President's Reception (8-10 p.m.)  
Entertainment by Chuck Blasko's Five O'Clock World Reunion (The Vogues)



Golf Tournament  
April 29, 2012 @ 9 am

### Monday, April 30

- 7:15 - 8 a.m. Refreshments with the Exhibitors
- 7:30 a.m. - 2 p.m. Registration (Delegates and Spouses)
- 7:30 a.m. - 2 p.m. Visit the Exhibits
- 7:30 a.m. - 2 p.m. Conference Gift Exchange
- 8:15 a.m. Opening General Session  
Presiding - Ronald E. Evanko, President  
Presentation of the Colors and the National Anthem
- Keynote Address - Richard Dreyfuss
- Business Meeting  
Legislative Report - Ed Troxell, PSAB Director of Government Affairs  
Nominating Committee Report/Meet the Candidate(s)
- 11:30 a.m. - 1 p.m. Visit the Exhibits/Exhibit Hall Luncheon (Included in PSAB Pkgs. A, B & D)
- 12:30 - 1:30 p.m. Borough Councils Association Membership and Business Meeting
- 12:30 - 1:30 p.m. Borough Administrator Session
- 12:30 - 1:30 p.m. Mayors Association Membership and Business Meeting
- 2 - 3 p.m. CONCURRENT SESSIONS  
**"Legislative Update"**  
**Speakers** - Ed Troxell, PSAB Director of Government Affairs and Ron Grutza, PSAB Assistant Director of Government Affairs  
**Description** - The past several months of the legislative session in PA have been filled with issues related to, amending, and even revising the entire Borough Code. Several acts impacting Boroughs as well as pending proposals are of critical interest to our membership. Be sure to join the staff of PSAB Government Affairs as they present a valuable report on legislation and policy impacting our communities.



*Evanko*



*Dreyfuss*

2 - 3 p.m.

CONCURRENT SESSIONS (Cont'd)

**"Planning for Today and Tomorrow - Long Term Care Issues and Options"**

**Speaker** - Debbie Dare, CLTC, LTCP, Certified Long Term Care Specialist from Mowery Associates

**Description** - Learn about options for planning for long term and extended health care, and how insurance, investments, Medicare, Medicaid, Social Security and other programs will impact your care.

**"Reasonable Suspicion . . . Are YOU Able to Detect Drug/Alcohol Abuse"**

**Speaker** - Rita M. Lebo, Director, WORKNET Drug and Alcohol Services

**Description** - This session, which is geared towards management, will educate you on the signs, symptoms and characteristics of the common illegal drugs and alcohol use that are abused in the workplace. Receive training in observation, documentation, confrontation and collection procedures.

**"Taking Care of Business and Conflicts"**

**Speaker** - John J. Contino, Executive Director, PA State Ethics Commission

**Description** - Mr. Contino will address what constitutes a conflict and when a public official should abstain from voting. He will also discuss the PA Supreme Court's decision in the Kistler case.

3:15 - 4:15 p.m.

CONCURRENT SESSIONS

**"Act 32 Update on the Earned Income Tax Collection System"**

**Speakers** - Mitch Hoffman and Sean Sanderson both from the Governor's Center for Local Government Services, DCED

**Description** - Now well into implementation, Act 32, which sought to recover an estimated \$250 million lost through administrative inadequacies, is now the law of the land. In this session, Mr. Hoffman and Mr. Sanderson will present, educate and clarify how Act 32 is helping our municipalities recover revenues which otherwise might have been lost through administrative shortcomings.

**"Pennsylvania and Federal Public Sector Labor Issues"**

**Speaker** - Attorney Jennifer E. Will from McNees Wallace & Nurick

**Description** - Attorney Will will address recent legislative and judicial actions regarding labor issues at both the State and Federal levels which are impacting the rights and responsibilities of Borough officials and their public employees.

**"Floodplain Management: The Good, the Bad and the Ugly"**

**Speaker** - Dan Fitzpatrick, PA Department of Community and Economic Development

**Description** - Many Boroughs suffered extensive damage by the historic flooding of 2011, and in some instances, it was the result of floodplain mismanagement. So what can municipalities do to help mitigate flooding issues? This session is an opportunity to learn from others' mistakes and misfortunes. Mr. Fitzpatrick will review municipalities' duties and responsibilities under State and Federal regulations.

**"Animals Behaving Badly"**

**Speakers** - Chief Randy Cox, Somerset Borough Police Department and Attorney Merry Guben from the Law Offices of Alice W. Ballard

**Description** - Chief Cox will lead a panel discussion on animal issues common in Boroughs including dangerous dogs. Attorney Guben will provide a strategy to reduce the number of stray cats.

Dinner on Your Own

8 - 10 p.m.

**Movie Night** - Join us for a movie and some fun!

## Tuesday, May 1

7:15 - 8 a.m.

Refreshments

7:30 - 12 Noon.

**Registration** (Delegates and Spouses)

8:15 - 9:15 a.m.

**General Session**

Presiding - Betty Ann Moyer, First Vice President

**Speaker** - Jimmy Stewart (Impersonator Christopher D. Collins)

This performance captures the illusion of a personal visit with George Bailey. Special guests include Mr. Potter and Clarence the Angel. This one man show is the story of "It's a Wonderful Life" told from the perspective of George Bailey.



*Moyer*

9:30 - 10:15 a.m.

CONCURRENT SESSIONS

**"Extractions Planning information Council (EPIC)"**

**Speakers** - EPIC Panel

**Description** - At the 2011 Fall Conference, the EPIC panel introduced itself to members as the taskforce developed to address concerns related to Marcellus Shale expansion and development. This Spring, the EpiC panel follows up by sharing its experiences with gas drillers and related industries as well as local impact fees.

**"Conducting a Shade Tree Inventory Using GIS Technology"**

**Speaker** - Matt Krapf, Intern for Shippensburg Borough

**Description** - Shippensburg Borough has partnered with Shippensburg University to conduct a shade tree inventory using the United States Forest Service's I-Tree software program and Geographic Information Systems (GIS) technology. This partnership will provide the opportunity for future expansion of GIS capabilities to other aspects of Borough management.



**Management Track - You're Hired, Now Here's the Rule Book"**

**Speaker** - Attorney Scott E. Blissman from Eckert Seamans Cherin & Mellott LLC

**Description** - A well written and legal Personnel Policy Manual, or "Rule Book", is the most important document for a Borough to adopt. Learn what your manual should include.



**Police Track - "CSI Pennsylvania"**

**Speakers** - Chief John Mackey, Bethel Park Police Department and Representatives from the PA State Police Bureau of Forensic Sciences

**Description** - Crime Scene Investigation (CSI) or forensics, involves the scientific analysis of physical evidence. Chief Mackey will discuss police crime investigations and the options available to local police departments when they need assistance. Representatives from the PA State Police will describe the multitude of services the State Police offers including automated fingerprint identification, ballistics, blood analysis/DNA testing, shoe and tire impression evidence, digital photography and other analyses.

10:30 - 11:15 a.m.

CONCURRENT SESSIONS

**"Legislative Update"** (Repeat from Monday)

**Speakers** - Ed Troxell, PSAB Director of Government Affairs and Ron Grutza, PSAB Assistant Director of Government Affairs

**Description** - The past several months of the legislative session in PA have been filled with issues related to, amending, and even revising the entire Borough Code. Several acts impacting Boroughs as well as pending proposals are of critical interest to our membership. Be sure to join the staff of PSAB Government Affairs as they present a valuable report on legislation and policy impacting our communities.

10:30 - 11:15 a.m.

CONCURRENT SESSIONS (Cont'd)

**"Clearing the Air"**

**Speaker** - Vince Brisini, DEP Deputy Secretary for Waste, Air, Radiation and Remediation

**Description** - During this interactive session Mr. Brisini, will discuss a variety of topics of interest to local governments, including amendments to the Air Pollution Control Act, Act 57, truck anti-idling regulations, wood burning stoves, and air quality days. In addition to overall air quality regulations, he will share agency-wide developments and updates.



**Management Track - "Cyber-Security and Borough Accounts"**

**Speaker** - Erick Avakian, Chief Information Security Officer, Commonwealth Office of Administration

**Description** - Can your Borough afford a cyber attack on its bank accounts? The possibility of a cyber crook remotely taking control of your Borough's computers to make unauthorized transfers of funds is a very real and expensive issue. Learn what you can do to protect your Borough's assets.



**Police Track - "Keeping Our Children Safe: Megan's Law"**

**Speaker** - Captain Douglas E. Grimes, PA State Police

**Description** - The functionality of the Megan's Law Website will be demonstrated and suggestions will be offered on how Borough officials can utilize the website information to help keep their communities and children safer. The current law and State Police Registry will be discussed, as well as the day-to-day process of managing sexual offenders in the Commonwealth.

11:30 - 12:15 p.m.

CONCURRENT SESSIONS

**"Public v. Private E-Liability in the Municipal Arena"**

**Speaker** - Attorney Mike McAuliffe Miller from Eckert, Seamans, Cherin & Mellott LLC

**Description** - Attorney Miller will explore the legal precedence and requirements for municipalities using electronic communications. He will explain what records are private and which are public in addition to helping you understand what records are discoverable.

**"Parks, Pools and Playgrounds - Regional Recreation Opportunities"**

**Speaker** - Jim Steff, Executive Director, Centre Region COG

**Description** - How can you provide your Borough residents of all ages with an extensive array of recreation opportunities throughout the year in a cost effective manner, and perhaps even produce some income? One way is through regional recreation facilities and programs. Mr. Steff will elaborate on how regional partnerships can provide high quality facilities and programs at a low cost to municipalities and the public.



**Management Track - "Moving Forward: Our Nation's Transportation Funding Crisis"**

**Speaker** - Jason Wagner, Managing Director, PA Highway Information Association

**Description** - Transportation infrastructure helps drive the nation's economy, yet with an aging and deteriorating system, many challenges are present relating to correcting existing issues while making progress for the future. Mr. Wagner will explore the federal funding landscape and changes impacting families and communities across the nation.



**Police Track - "What You Don't Know CAN Hurt You . . .Collective Bargaining with Your Police"**

**Speaker** - Attorney Vicki Beatty from Campbell Durrant Beatty Palumbo and Miller

## Tuesday, May 1 (Cont'd)

**Description** - Negotiating with your police bargaining unit is a whole different animal. Not only is it important to know what you are doing at the table, but it is important to understand the impact that the potential for interest arbitration has on that process. In this session, trends in bargaining and arbitration, the mandatory time lines of Act 111 and how to improve your chances of attaining your goals whether at the table or in arbitration will be discussed.

12:30 - 1:45 p.m. Awards Luncheon (Included in PSAB Packages A, C & D)

2 - 4:30 p.m.

CONCURRENT SESSIONS

**Certified Borough Official Training - "MS4 Stormwater Update"**

**Speaker** - Representative from the DEP, Water Management

**Description**- Recently there have been changes made to the regulation and proposed administration of the Municipal Separate Storm Sewer Systems (MS4's). Due to these changes, nearly every Borough in Pennsylvania will have an increased responsibility and obligation for enforcement of MS4 as it affects the discharge of stormwaters and its impact upon surface and ground waters.

2 - 3 p.m.

**"Public Right-of-Way Management and Fees"**

**Speaker** – Attorney from the Cohen Law Group

**Description** – Public rights-of-way (ROW) are routes over which the public has a right to passage. Municipalities can look to rights-of-way as a new revenue source, especially since cable franchise fees are eroding due to cable customer "cord cutting". The attorneys at Cohen Law Group will discuss the legal authority of Boroughs with respect to strengthening ROW management and assessing new and enhanced ROW fees. This session will also recommend improved right-of-way management tools through a right-of-way ordinance and policies.

3:15 - 4:15 p.m.

**"Session on Current Issue"**

PSAB has left this session open to accommodate any developing "hot issues".

6 - 6:45 p.m.

Reception (Cash Bar)

7 p.m.

Annual Banquet (Included in PSAB Packages A & D)

Presiding - Ronald E. Evanko, President

Installation of Officers

**Entertainment** - Re-Creation

## Wednesday, May 2

7:30 - 8:15 a.m.

Refreshments

8:30 - 9:30 a.m.

**Closing Session - Association Business Meeting**

Presiding - Ronald E. Evanko, President

### CBO (Certified Borough Official) Credits

Attend the Conference and receive 3 Credit Hours in Category #1 – Leadership.

Attend the CBO Session on Tuesday, May 1, 2012 and earn an additional 3 credits in Category #1 – Leadership.

# Family/Guest Activities

At Seven Springs there is an atmosphere that the entire family can enjoy. Activities are tailored to all ages and interests. Experience the challenging 18 hole golf course, the hair raising thrill of the famous alpine slide, the indoor pool, six bowling lanes, indoor miniature golf course, horseback riding, plus more. A whirlwind of excitement is sure to captivate the young and the young at heart.

In addition to the above activities, the 2012 Spouse Conference Committee has organized an excellent spouse program.

## Monday, April 30

---

10 - 11:30 a.m. **Line Dancing Instruction** - Join us and learn basic movements that are often a part of line dancing. Knowing these motions will help you enjoy this form of dancing.

1 - 5 p.m. **Flight 93 Memorial and Glades Winery Tour** - First, tour the Flight 93 Memorial in Shanksville, where 40 brave individuals gave up their lives to spare others on September 11, 2001. The tour then continues to the Glades Winery for a wine tasting experience. Note - Tour fee includes bus transportation and entry fee to the winery.

1 - 3 p.m. **Bingo** - Enjoy an afternoon of fellowship with other spouses where you can win prizes.

## Tuesday, May 1

---

10 - 11:30 a.m. **Chef Demonstration** and food sampling at the famous Helen's Restaurant.

2 - 3 p.m. **Scenic Area Tour** - This tour of the scenic Seven Springs area is approximately 45 minutes long.

---

## Family/Guest Activities Sign-up

Please make your choices from the following by **April 9**:

\_\_\_\_\_ **Line Dancing Instruction** (Monday, April 30) - No fee\*

\_\_\_\_\_ **Flight 93 Memorial/Glades Winery Tour** (Monday, April 30) - Fee: \$20 Per Person\*  
~OR~

\_\_\_\_\_ **Bingo** (Monday, April 30) - No fee\*

\_\_\_\_\_ **Chef Demonstration** (Tuesday, May 1) - Fee: \$15 Per Person\*

\_\_\_\_\_ **Scenic Area Tour** (Tuesday, May 1) - No fee\*

Name: \_\_\_\_\_ Borough: \_\_\_\_\_

Daytime Phone: (\_\_\_\_\_) \_\_\_\_\_

**\*Registration is required (Package D) for all Family/Guest activities.  
See registration form for Package D details.**

**Please return this form to:**

PSAB Spouse Activities

2941 North Front Street, Harrisburg, PA 17110

Fax: 717-236-8164

# PSAB Registration Form

Seven Springs Mountain Resort

101<sup>st</sup> Annual Conference

April 29 - May 2, 2012

*Note: To ensure voting eligibility, Voting Delegate Forms must be returned to PSAB by April 16, 2012 (form on back)!*

Borough \_\_\_\_\_

County \_\_\_\_\_

Delegate Name	First Time Attendee	Package Letter	Title	Spouse (First Name)	Package Letter
1.					
2.					
3.					
4.					
5.					
6.					



Special Requirements \_\_\_\_\_

**\*By April 16 After April 16**

_____	\$255.00	\$300.00	<b>Package A - FULL PACKAGE</b> Includes: All Sessions, Sunday Exhibit Reception, Sunday Night Barbecue and Welcome Reception, Monday & Tuesday Lunch, Tuesday Banquet, Breaks, Gift and Conference Materials	\$ _____
_____	\$125.00	\$150.00	<b>Package B - MONDAY ONLY</b> Includes: Monday's Sessions, Lunch, Breaks, Gift and Conference Materials	\$ _____
_____	\$125.00	\$150.00	<b>Package C - TUESDAY ONLY</b> Includes: Tuesday's Sessions, Lunch, Breaks, Gift and Conference Materials	\$ _____
_____	\$185.00	\$210.00	<b>Package D - SPOUSE/GUEST</b> Includes: Spouse/Guest Activities, Sunday Exhibit Reception, Sunday Night Barbecue and Welcome Reception, Monday and Tuesday Lunch, Tuesday Banquet, and Gift	\$ _____
_____	\$50.00	\$50.00	<b>Extra Sunday Barbecue Ticket (Sunday, April 29)</b>	\$ _____
_____	\$30.00	\$30.00	<b>Extra Lunch Ticket (Monday, April 30)</b>	\$ _____
_____	\$30.00	\$30.00	<b>Extra Awards Luncheon Ticket (Tuesday, May 1)</b>	\$ _____
_____	\$60.00	\$60.00	<b>Extra Banquet Ticket (Tuesday, May 1)</b>	\$ _____
				Total Amount Enclosed \$ _____

Contact Person \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

**Please Return This Form To:** PSAB Annual Conference, 2941 North Front Street, Harrisburg, PA 17110  
Phone: 800-232-7722 (x26) Fax: 717-236-8164

## Room Reservations

The room rate at Seven Springs is \$168 per room, per night plus 9% tax, Single or Double Occupancy. The room rate includes breakfast the following morning for up to 2 adults in the room. To make reservations, call 866-437-1300. Note – Phone reservations can be guaranteed to a credit card or followed up with a one night's deposit by check (\$183.12 per room). If following up with a deposit check, please make sure that you include the room confirmation number(s). **Housing deadline is April 2, 2012.** The address for Seven Springs Mountain Resort is 777 Waterwheel Drive, Champion PA 15622.

# Designation of Official Voting Delegate

101<sup>st</sup> General Assembly of Boroughs  
April 29 - May 2, 2012, Seven Springs Mountain Resort



Your attention is called to provisions of the PSAB Constitution on voting. Election of officers will be held on Tuesday, May 1. If two or more persons are nominated for the same office, the election is by secret ballot between the hours of 9 a.m. and 2 p.m. Also, the voting delegates will be voting on proposed Resolutions and Policies on Wednesday morning, May 2.

Article 3, Section 3 of the PSAB Constitution requires that 15 days before the annual conference, each member borough in good standing shall file with the Executive Vice President of the Association the names of one delegate and one alternate delegate, who shall be approved by council action to cast the vote of the borough. Only the duly constituted voting delegate, or in his or her absence the duly qualified alternate, is entitled to vote.

**ALL VOTING DELEGATES MUST BE REGISTERED TO ATTEND THE ANNUAL CONFERENCE.**

Borough of: \_\_\_\_\_

Submitted by: \_\_\_\_\_  
(Borough Secretary)

Date: \_\_\_\_\_

OUR VOTING DELEGATE WILL BE: \_\_\_\_\_  
(Name) (Title)

OUR ALTERNATE WILL BE: \_\_\_\_\_  
(Name) (Title)

**Form must be returned with PSAB registration form (one per Borough) no later than April 16, 2012 to:**  
PSAB Voting Delegate, 2941 North Front Street, Harrisburg, PA 17110

# PSAB Golf Tournament

## April 29, 2012 at 9 a.m.

The PSAB Golf Tournament will be held in conjunction with the 101<sup>st</sup> Annual Conference. The tournament will be held at Seven Springs Mountain Resort, Sunday, April 29. Tee times start at 9 a.m.



### "Hole in One" Prizes Include: A New Car

*Tournament tee times are limited and  
will be filled on a first-come, first-serve basis.*

Registration fee of \$75 per person (paid in advance) includes green fees, cart and lunch. Please detach and return completed form with payment by April 19, 2012.

For additional information please contact:  
Suzi Weidenhof, PA State Association of Boroughs  
(717) 236-9526, ext. 30



---

## PSAB Golf Tournament

### April 29, 2012 at 9 a.m.

(Fee - \$75 per person)

**Please list individual handicap after each name.**

Borough/Company: \_\_\_\_\_

Address: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Phone Number: (\_\_\_\_) \_\_\_\_\_

Total Amount Enclosed: \$ \_\_\_\_\_



Please return completed form with payment by April 19, 2012 to:  
PA State Association of Boroughs, 2941 North Front Street, Harrisburg, PA 17110

**PA State Association of Boroughs**

2941 North Front Street

Harrisburg, PA 17110

RETURN SERVICE REQUESTED

**Watch for  
Upcoming  
Annual  
Conferences!**



**2014  
State College  
April 6-9**



**2013  
Hershey  
May 5-8**