

2019-20 **Your Local Government Guide**

PA State Association of Boroughs
PA Municipal League
County Commissioners Association of PA
PA Municipal Authorities Association
PA School Boards Association
PA State Association of Township Supervisors
PA State Association of Township Commissioners



Pennsylvania Local Government Conference
47 years of local government collaboration and cooperation

4855 Woodland Drive, Enola PA 17025 | (717) 763-0930

April 2019

Dear Member of the General Assembly:

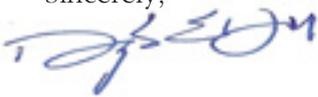
The Pennsylvania Local Government Conference would like to congratulate you on the important role you play as a state legislator in shaping the laws and policies of Pennsylvania and we look forward to working with you this session.

The Conference is comprised of seven statewide municipal associations and representing local officials across the Commonwealth. Our seven member associations are the County Commissioners Association of PA (CCAP), the PA State Association of Township Supervisors (PSATS), the PA State Association of Township Commissioners (PSATC), the PA Municipal League (PML), the PA State Association of Boroughs (PSAB), the PA Municipal Authorities Association (PMAA), and the PA School Boards Association (PSBA). Our associations formed the Local Government Conference 47 years ago in order to work together on issues of common interest to our members, local government officials and their constituencies. Examples of legislation and regulatory initiatives we have collaborated on in recent sessions include: the Sunshine Law, the Right to Know Law, prevailing wage, bid limit thresholds, and storm water management.

As we recognize local government week in Pennsylvania during the week of April 8, we are happy to provide you with this informational guide about each of our associations and the key roles that each of our local governments play in their communities, as well as the top policy issues for each of our memberships.

Fundamentally, state and local government are all working for the same constituency. Therefore, we encourage and welcome you to use us as a resource.

Sincerely,



Douglas E. Hill
Executive Director, CCAP
2019-20 Local Government Conference
Chair



Christopher Cap
Executive Director, PSAB



Douglas E. Bilheimer
Executive Director, PMAA



Richard J. Schuettler
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Pennsylvania State Association of Boroughs

About PSAB

The Pennsylvania State Association of Boroughs (PSAB) is a statewide, non-partisan, non-profit organization dedicated to serving 956 borough governments. Since 1911, PSAB has navigated the ever-changing local government landscape to help officials provide effective leadership to their communities.

With more than 2.6 million Pennsylvanians residing in borough communities, our members strive to deliver quality leadership and service to citizens across the Commonwealth. Today, boroughs represent 37.5 percent of all municipal governments in the Commonwealth. An average of 15 boroughs exist per county and nearly 20 percent of the state's population resides in these communities.

PSAB's primary objectives are to provide legislative and regulatory representation at both the state and federal levels; to promote constructive and cooperative relationships between boroughs, PSAB, and other levels of government; to deliver training and technical assistance to borough officials; and to provide cost-effective programs and services.

Advocacy

PSAB's Government Affairs Department is staffed by professionals who advocate for the interests of borough communities. PSAB regularly meets with legislators and staff, state agency representatives, and members of the Governor's cabinet to discuss and advance PSAB's policy agenda.

The agenda is developed from resolutions that are submitted by boroughs and County Boroughs Associations each year. These resolutions can indicate support for or opposition to a specific idea or legislative measure.

The legislative agenda is voted on by delegates, comprised of elected and appointed officials, at the PSAB Annual Conference each year.

Research Assistance

The Research Department offers non-legal research assistance and technical support to elected and appointed officials. PSAB assists with Borough Code provisions, sample ordinances, personnel matters, the Sunshine Act,

Open Records Act, and other general information. Each year, the Research Department receives almost 3,000 inquiries from elected and appointed officials.

The Research Department, in tandem with the Training and Professional Development Department, also produces the Budget Bulletin, an online publication that guides officials with their municipal budgeting preparation and long-term planning.

Education

The Training and Professional Development Department offers webinars and classroom training on topics including the Open Records Act, police management, community planning, zoning, municipal administrators training, police civil service training, public works management, and a variety of other classes and webinars.

The Training and Professional Development Department hosts about 65 webinars each year and about 50 classroom training sessions throughout the state. This department also hosts a two-day PA Municipal Legal Update which focuses on labor and employment issues, police management, and emerging trends.

PSAB also has a partnership with the PA Municipal Planning Education Institute to educate members about planning, zoning, subdivision, and land development review.

PSAB hosts its annual and fall leadership conferences. During these conferences, attendees learn about current and emerging issues and vote on PSAB's legislative agenda.

Membership & Programs

PSAB's Membership Department provides cost-effective programs for members including the Unemployment Compensation Program, Keystone Municipal Insurance Program, Energy Procurement Program, Junior Council Person Program, and PA Local Government Investment Trust, among others.

Communication

PSAB's Communications Department publishes the nationally-award winning Borough News magazine; electronic PSAB Update membership alert; annual report; and Borough Planner/Calendar. PSAB also produces Inside Pennsylvania Boroughs, a public affairs program, which airs statewide on PCN. The show focuses on issues affecting borough communities including blight, the opioid epidemic, emergency services, town-gown relationships, women in leadership; and much more. PCN also underwrites Exploring PA Boroughs, which also airs on PCN, and showcases borough communities across the state.

PSAB Governance and Leadership

There are 35 County Boroughs Associations (CBAs) that represent most boroughs across Pennsylvania. The CBAs exist to enhance local governing capacity, support advocacy efforts, and provide educational opportunities to its members on local and regional levels.

Boroughs or CBAs can put forth resolutions for consideration and can ask PSAB to advocate for or against an action. These resolutions are voted on at the business meeting during the PSAB Annual Conference each year. Adopted resolutions are included in the PSAB Municipal Policy Statement, which is our public policy position document of record.

CBAs also elect leaders to serve on the Board of Directors for the Association. PSAB's Board of Directors is represented by 37 members who meet three times a year. The Board is governed by a President, First Vice President, Second Vice President, Immediate Past, and Secretary/Treasurer, who also serves as the Association's Executive Director.

The Board has an Executive Committee which is comprised of eight members who may exercise the powers of the Board between meetings or at the call of the President. PSAB also has nine other committees and a Board of Trustees, who oversees PSAB's programs.

The PSAB Board of Directors is responsible for setting Association policies; adopting an annual budget; evaluating programs; and exploring future needs.

The Board recently approved its 2018-2023 Strategic Action Plan that emphasizes several fundamental goals which include:

- Delivering core services to boroughs and promote combined purchasing arrangements.
- Fostering unity of borough officials around the Commonwealth by emphasizing the importance of civic responsibility and effective leadership on the local level.
- Advocating and supporting favorable policy measures on behalf of the boroughs
- Providing quality education and training tools that will support the membership.
- Delivering updated research and information resources.
- Strategically partnering with affiliate organizations and collaborate on issues pertinent to boroughs.

Borough Governance

Boroughs are governed by the Borough Code. The most recent edition of the Borough Code became effective on June 17, 2014 as Act 37 of 2014 and is now Title 8 of the Pennsylvania Consolidated Statutes. The Borough Code outlines the responsibilities of the council members and mayor. Per the Borough Code, all boroughs are required to have a position of borough secretary. While some boroughs have a borough manager, the position is an optional appointment, decided at the discretion of an individual community.

Council members and mayors act as the legislative and executive bodies of their communities. They set policy, enact ordinance, establish an annual budget, and levy taxes. They also oversee the administration of the borough including hiring and firing of employees; approving expenditures; enforcing ordinances; provide mandatory and optional services for their communities; and ensure that records are kept.

While some issues facing local governments remain the same, emerging issues have come to the forefront. Each borough faces the challenge of providing vital services, while operating within budget limits. Further, technological changes, regionalization, partnerships, and an aging demographic are a reality.

Legislative Initiatives

Since 1911, the Pennsylvania State Association of Boroughs has sought to preserve, promote, and advance legislation and public policy in the best interests of our boroughs.

Through past advocacy efforts, PSAB helped to enact a modernized Borough Code; promoted prevailing wage reform in the Legislature; sought relief for unfunded mandates; supported legislation that established land banks to convert delinquent properties into productive use; and advocated for a sound transportation plan that would help boroughs and other local governments pay for necessary transportation, infrastructure, and transit upgrades.

To view PSAB's legislative priorities, visit www.boroughs.org.

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Pennsylvania Municipal League

About PML

The Pennsylvania Municipal League (PML) is a nonprofit, nonpartisan association established in 1900 dedicated to preserving the autonomy of local government in Pennsylvania.

PML member municipalities are full-service communities. Membership is based on common issues, challenges and ideas, rather than a form of government. PML currently serves 102 direct members consisting of cities, boroughs, a town, townships and home rule municipalities. Our members represent over 3.6 million Pennsylvanians. Through our programs and secretariat services with the PA State Association of Township Commissioners (PSATC) and Association for Pennsylvania Municipal Management (APMM), PML touches more than 1,000 local governments.

PML is affiliated with its national organization, the National League of Cities.

PML Mission

The mission of the Pennsylvania Municipal League is to strengthen, empower and advocate for effective local government.

PML Services

Advocacy

Advocacy is one of the main functions of PML and one of the most important services provided to our members. Whether before the PA Legislature, Commonwealth agencies or Congress, PML is a strong advocate for the interests of full-service municipalities.

Research and Inquiry

PML members may utilize a research and inquiry service for general information, sample ordinances and member surveys.

Professional Development

Throughout the year, PML offers opportunities for both member and non-member officials to receive training. Our training program offers classes to both elected and appointed officials. PML also administers numerous training programs for the Commonwealth.

PML Programs

PML provides a host of relevant, member-driven programs to assist local officials in managing their communities effectively. A sampling of our programs include the Public Employer Labor Relations Advisory Service, Sustainable PA, the Municipal Utility Alliance and the University Community Network.

PML Publications

The Municipal Reporter is PML's magazine. It is published three times a year and discusses various topics relating to municipal government. PML also publishes various newsletters.

PML Structure and Governance

PML is governed by a Board of Directors that reflects the diversity of our membership. The Board guides the activities of the association and oversees our various programs and services. PML also has one standing committee, a legislative committee. The legislative committee is charged with reviewing and providing input on legislation, as well as developing and making recommendations to the Board regarding policy and legislative priorities.

PML Legislative Priorities

Through a member-driven policy process, PML updates our Legislative Priorities annually to reflect member concerns and current issues. Preserving local decision making and providing flexibility and the tools to address issues locally are the common themes of our priorities. Please see our current Legislative Priorities at www.pml.org.

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County Commissioners Association of Pennsylvania

About CCAP

The County Commissioners Association of Pennsylvania (CCAP) is a nonprofit, nonpartisan organization representing all 67 counties in Pennsylvania. County commissioners and council members, chief clerks, administrators or their home rule counterparts, and solicitors are members of the association.

CCAP provides county leaders with information and guidance related to legislation, education, media, insurance, technology and many other issues that help create and maintain crucial services for residents throughout the state.

CCAP supports county leadership that is responsive to the needs and circumstances of citizens. CCAP stands firmly against state and federal actions that limit fiscal, administrative or programmatic authority over those developed locally.

Founded in 1886, CCAP is an affiliate of the National Association of Counties (NACo).

CCAP Governance and Leadership

The Board of Directors is responsible for administering Association affairs and coordinating policy functions. Voting members of the Board include the past president, officers, representatives of each of the seven districts, chairs of standing committees and representatives to the NACo Board. The Association's slate of officers includes a president, first vice-president, second vice-president and a treasurer.

CCAP has nine standing policy committees – Agriculture; Assessment and Taxation; Community and Economic Development; County Governance; Courts and Corrections; Elections Reform; Energy, Environment and Land Use; Human Services; and Military and Veterans Affairs. These policy committees examine issues and recommend positions to the membership for the Pennsylvania County Platform. The Association also has a Resolutions committee that reviews new policy resolutions and presents them to the membership for voting. A strategic planning committee, a technology steering committee and a few ad hoc committees round out the list.

The Platform is the basis for all of CCAP's lobbying efforts. Every position in the Platform comes from a CCAP member and is adopted by the majority of CCAP voting members. Any member of the Association can propose a resolution for consideration by the voting members.

Affiliates

CCAP also provides legislative representation and staff support services for the following affiliate associations: Pennsylvania Children and Youth Administrators; Pennsylvania Association of County Administrators of Mental Health and Developmental Services; Pennsylvania Coalition of Affiliated Healthcare & Living Communities (PACAH); Pennsylvania Association of County Human Services Administrators; Juvenile Detention Centers and Alternative Programs; Assessors Association of Pennsylvania; Society of County Human Resource Professionals of Pennsylvania; and County Planning Directors Association of Pennsylvania.

County Governance

County commissioners are elected to four-year terms and are vested with both administrative and policy-making powers. In the home rule counties, a governing body is established by a local charter. Currently, the counties of Allegheny, Delaware, Erie, Lackawanna, Lehigh, Luzerne, Northampton, and Philadelphia are home rule counties.

County officials are required to adopt a balanced budget, and the county fiscal year is congruent with the calendar year. Counties budget for normal service expenses, as well as capital outlays. The primary source of local general fund revenue for counties is the county property tax.

Pennsylvania's counties are responsible for the delivery of human services programs on behalf of the state and federal government, including children and youth agencies, mental health and developmental disability services, drug and alcohol prevention and treatment, long-term care and juvenile justice services. County corrections and prison management also account for a large portion of the county budget.

In addition, counties are responsible for all aspects of running elections in Pennsylvania, provide funding for the lower judiciary and related support services, and operate assessment offices to maintain property values that are the basis of property taxation for the counties, municipalities and school districts. They are involved in other functions such as land use planning, transportation infrastructure, operation of 911 centers and emergency response planning, environmental issues and recycling, property and civil records management and agricultural conservation and preservation.

Legislative Initiatives

Due to the scope and nature of the wide variety of services counties provide, CCAP is often involved in lobbying many different policy issues. The Platform provides the basis for all of the Association's lobbying activities. In addition, CCAP policy committee members select their legislative priority issues for the coming year each November.

To learn more about the Pennsylvania County Platform and current county priorities, visit www.pacounties.org.

Publications

CCAP publishes the *Legislative Bulletin* every two weeks, which is distributed both in print and via email to members of the General Assembly as well as CCAP members. It updates legislators on CCAP's position on legislation, as well as keeping the Association's membership apprised of progress on the legislative agenda.

The *CCAP Update* is an e-mail newsletter that is published in alternate weeks from the *Legislative Bulletin*. Legislators can subscribe to this newsletter through the CCAP web site.

The *County News* is a quarterly magazine focusing on county and local government issues. Members of the General Assembly receive a copy of this magazine.

CCAP keeps members and legislators up-to-date and informed in real time on county issues via our Twitter profile: @PACountiesGR.

Contacts

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Pennsylvania Municipal Authorities Association

About PMAA

The Pennsylvania Municipal Authorities Association (PMAA) represents over 700 municipal authorities across the Commonwealth that provide drinking water, sewage treatment, stormwater management, solid waste management and recycling to more than six million Pennsylvania citizens.

Founded in 1941, PMAA continues its mission to encourage and support members to provide services that protect and enhance the environment and protect public health, promote economic vitality and promote the general welfare of the Commonwealth of Pennsylvania and its citizens.

Overview of Governing Responsibilities of PMAA Members

Municipal authorities are a vehicle for accomplishing a variety of public purposes which are specified in the Municipality Authorities Act of 1945 (53 Pa.C.S. Ch. 56, as amended). Authorities are created by a county or local government and become an independent agency of the Commonwealth for the purposes of incurring debt, owning property and financing its activities. A large portion of the infrastructure necessary for economic development and the provision of environmental services to the citizens of the Commonwealth are provided by municipal authorities. They also ensure public health and environmental protection through compliance with federal and state statutes and regulations.

PMAA's Structure and Governance

PMAA membership is divided into ten regions across the state. Each region is represented by a member on the PMAA Board of Directors. PMAA is comprised of active municipal authority members and associate members who provide professional and other services to municipal authorities including engineering firms, law firms, financial advisors and equipment suppliers.

Advocacy & Legislative Initiatives

An extremely important function of the association is government advo-

cacy for municipal authorities. PMAA interacts with legislators and their staff, and state and federal agencies (DEP, EPA, DCED) to discuss and advance PMAA's legislative and regulatory priorities which are voted on by the PMAA membership through resolutions presented at PMAA's annual conference. Over the years, PMAA's advocacy areas include environmental laws and regulations such as the Safe Drinking Water Act and regulations, Sewage Facilities Act and regulations, Stormwater Management Act and regulations, Solid Waste Management Act and regulations, and the Chesapeake Bay Program as well as other laws impacting authorities such as the Commonwealth Procurement Code, Open Records and Open Meetings Acts, advertising and bidding, Prevailing Wage, Separations Act, and the Municipality Authorities Act.

In particular, the Chesapeake Bay Program impacts 191 sewage treatment plants (STPs) in Pennsylvania along the Susquehanna River. They are required to control nutrient reductions (nitrogen and phosphorus) through the Bay program at a cost of \$1.4 billion. PMAA has negotiated for both authority and municipally run STPs by placing an initial moratorium on the Chesapeake Bay Strategy, negotiating with DEP on nitrogen and phosphorus limits, and ensuring agreement reached with DEP and EPA and upheld at the federal court level. STPs collectively are the only sector to have met their reduction goals for both nitrogen and phosphorus and accomplished this years ahead of EPA and DEP deadlines. Point in fact, most of the impact from nutrients and sediment in Pennsylvania is caused by nonpoint sources, particularly runoff from agriculture, but also from stormwater, forested lands and leaking septic systems. A much smaller percentage of the nutrients come from STPs.

All of PMAA's legislative and regulatory priorities can be found on the website at www.municipal-authorities.org, select Government Relations, and then Adopted Resolutions.

Education

PMAA provides a variety of training opportunities through workshops and webinars geared towards municipal authority board members and all levels of authority staff. The Online Training Academy (OTA) is a series of web-based courses designed to build strong authorities. PMAA's statewide Annual Conference & Trade Show provides the opportunity for authority board members, administrative officials, solicitors, engineers, and consultants to exchange ideas and experiences, and gain valuable information from a wide array of conference speakers and educational sessions. The Board Member Training workshops are designed for both new and existing board members to learn responsibilities in governing the authority and establishing policy for the authority. Management Workshops are held throughout the year to provide the latest information regarding authority management, operations and procedures, and legislative and regulatory issues.

Member Programs

PMAA provides a number of programs for member authorities including various insurance options, energy procurement consulting services, the PA Local Government Investment Trust (PLGIT), an electronic Procurement Bid Management System, an Unemployment Compensation Trust (UC Trust), and Workers' Compensation.

Communication

The Authority – the official magazine of the Pennsylvania Municipal Authorities Association communicates current industry issues, achievements, innovations in technology/practices and association programs and activities.

PMAA Today – An electronic newsletter emailed to members which includes updates on current legislation impacting authorities, reports, positions, special alerts and notices as well as proposed and final environmental regulations.

The Pennsylvania Municipality Authorities Act – PMAA publishes a complete edition of the Pennsylvania Municipality Authorities Act of 1945 (53 Pa.C.S. Ch. 56, as amended) including all amendments to date. The Act, which also includes related laws and a subject index, is updated every two years corresponding with the completion of a legislative session.

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Pennsylvania School Boards Association

About PSBA

The Pennsylvania School Boards Association is a nonprofit, statewide association of public school boards, pledged to the highest ideals of local lay leadership for the public schools of the commonwealth. PSBA, founded in 1985, has a rich history as the first school boards association established in the United States. Pennsylvania's 4,500 school directors become members by virtue of election to their local board and the board joins voluntarily as a whole. Membership in PSBA includes school districts, intermediate units, and career and technical education schools. Over the past several decades, membership by local school entities has been virtually 100%.

PSBA's Mission

We empower elected school board members to succeed by providing vital tools, superior training and powerful advocacy. We promote high quality, locally driven public education for all Pennsylvania students.

PSBA Structure and Governance

Sectional Advisors: PSBA's sectional structure is designed to help PSBA best meet the needs of its membership. The structure contains eight sections representing geographic areas of the state. Each section is led by a section advisor who is elected from among the individual members within the section. For information on the counties that are included in each section, visit PSBA's website.

Affiliated organizations: These groups are comprised of specialized forums of school leaders that work closely with school directors. They also have representation on the PSBA Governing Board through the Advisory Council. These organizations include:

- Alumni Forum
- Pennsylvania Association of Educational Office Professionals (PAEOP)
- Rural Forum
- School Board Secretaries Forum

- Pennsylvania School Board Solicitors Association (PSBSA)
- Pupil Transportation Forum
- Urban Forum

Advisory Council: PSBA’s affiliated organizations are represented on the Advisory Council. The Advisory Council is represented by one seat on the PSBA Governing Board, thereby providing a voice for the affiliated organizations in the PSBA governing structure.

Governing Board: PSBA’s 11-member Governing Board is charged with exercising general supervision over the affairs of the association and the implementation of the purposes, policies and programs established in accordance with the association bylaws. The Governing Board is comprised of the association elected officers (president, president-elect, vice president, treasurer, immediate past president) two sectional advisors appointed by and from among the sectional advisors, and three at-large representatives. In addition, a representative of the Advisory Council serves on the Governing Board in a nonvoting capacity.

Principles for Governance and Leadership

School boards are responsible for meeting statutory and regulatory requirements in order to ensure equitable opportunities for students and accountability to taxpayers. PSBA established the following Principles for Governance and Leadership, and many of its training courses are topic-specific to these principles.

Pennsylvania school boards are committed to providing every student the opportunity to grow and achieve. The actions taken by the board ultimately have both short and long-term impact in the classroom. Therefore, school directors collectively and individually will...

- Advocate Earnestly
- Lead Responsibly
- Govern Effectively
- Plan Thoughtfully
- Evaluate Continuously
- Communicate Clearly
- Act Ethically

PSBA Services

PSBA is the leader in providing comprehensive education and professional development for school directors and is an approved provider of training that meets Act 55 requirements. Training is available through online learning courses, webinars and webcasts, customized workshops and signature live events and conferences.

The association also provides school boards and administrators with assistance drafting and maintaining policy to keep them compliant with laws and regulations, legal advice, job searches, board self-assessment, compensation studies, insurance and access to many endorsed products for items such as finding grants and procurement services.

PSBA develops informative reports, data, in-depth information and research on a wide range of topics affecting school entities. Among our featured publications is the annual State of Education report, which highlights successes and challenges facing public education. PSBA also produces a daily e-newsletter, legislative updates, videos and podcasts presenting a forum of information on current events and issues in education. The association also promotes its Success Starts Here campaign that features stories of successful programs in schools across the state. PSBA is active on social media platforms to push out news, stories and advocacy messages.

Website: www.psba.org

Facebook: @PaSchoolBoards

Twitter: @PSBA

Instagram: paschoolboards

YouTube: PSBAvideo

Keystone Education Radio: www.keyedradio.org and subscribe on Apple, Android, or via RSS

Legislative Initiatives

PSBA represents the interests of Pennsylvania's public school boards and administrators before the General Assembly, Governor's Office and state agencies. We advocate at local, state and federal levels, in government and in the courts.

The association's proactive advocacy agenda covers a wide range of issues and is based on our legislative platform that is drafted and adopted each year by our membership. PSBA's advocacy work also includes connecting school directors with legislators to help them build relationships and become effective advocates for public education. We provide information including a weekly Legislative Report and many opportunities for members to be engaged.

To learn more about PSBA's Legislative Platform and issues, visit PSBA's website.

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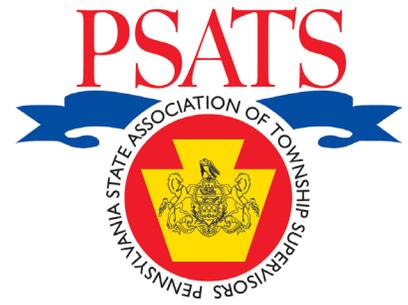
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Pennsylvania State Association of Township Supervisors

What is PSATS?

The Pennsylvania State Association of Township Supervisors is a non-profit, nonpartisan member service organization for townships of the second class and their elected township supervisors, as well as township managers, secretaries, and treasurers.

What is PSATS' mission?

PSATS' mission is to preserve and strengthen local democracy and township government while securing greater visibility and involvement for townships in the state and federal political arenas.

How is PSATS governed?

PSATS operates under the direction of a 13-member executive board elected by member townships. In addition, nine standing committees composed of township officials oversee specific aspects of Association operations.

What does PSATS do?

PSATS serves member township officials by:

- Advocating for state and federal legislation and policy on township issues;
- Educating township officials on good government and legal responsibilities;
- Promoting the sharing of best practices between township officials;
- Serving as an informational resource on township and local government;
- Providing and sponsoring quality services for townships;
- Working to preserve and strengthen township government; and
- Coordinating affinity groups to include township engineers, solicitors, emergency management coordinators, managers, roadmasters, secretaries, zoning officers, and more!

How does PSATS educate township officials?

PSATS provides educational opportunities on a wide range of topics, including duties and responsibilities, stormwater management, finance, township administration, transportation, land use, personnel issues, and many more. These opportunities are provided through:

- An Annual Educational Conference and Exhibit Show, attended by thousands of township officials who participate in workshops, network, and establish Association policy.
- Classroom-style workshops held throughout the state, regional forums, conferences on special interest topics, regularly scheduled webinars, and videos.
- Print and electronic publications keep township officials informed, including the Pennsylvania Township News, PSATS' monthly magazine, which is provided to legislators.

Who sets PSATS' legislative policies?

PSATS' members establish our legislative policies through voting at an open and democratic forum at the business session of PSATS' Annual Educational Conference and Exhibit Show. County associations of township officials and the association's standing committees submit proposed policies for consideration.

What are the governing responsibilities for PSATS' members?

Elected by their fellow residents to carry out the day-to-day responsibilities of making their community a better place to live, work, and raise a family, township supervisors reflect the values of the people they serve. By design, the township's governmental structure is flexible, allowing supervisors to determine what services best meet the needs and budgets of their constituents.

A board of three or five supervisors, elected at large for six-year terms, governs each township. As the township's legislative body, this board enacts ordinances, adopts budgets, and levies taxes. Because there is no separately elected executive, except in some home rule townships (which can have additional local officials), the supervisors also perform such functions as enforcing ordinances, approving expenditures, and hiring employees.

Townships are the oldest form of organized government in the United States. Historically, the primary function of township supervisors was to maintain roads and bridges.

Today, however, the role of the township supervisor has expanded to include emergency management, public safety, public works, land use, stormwater management, building code administration, sanitary sewer management, public water supply, trash collection and recycling, street lights, sidewalks, and parks and recreation. And as state and federal mandates increase, these volunteer public servants are forced to assume an ever greater role in meeting these demands while providing needed services and facilities for their residents. Most importantly, each community defines what "full" service means, as opposed to an arbitrary checklist that becomes unaffordable.

What are PSATS' legislative priorities for the 2019-2020 legislative session?

PSATS' priorities this legislative session include:

- Reforming the Right-to-Know Law;
- The elimination of unfunded mandates;
- Addressing the volunteer firefighter crisis;
- Deploying broadband services to unserved and underserved communities;
- Continuing to make investments in our transportation infrastructure; and
- Local police reforms, including pension and arbitration.

We look forward to partnering on these endeavors to ensure that Pennsylvania remains a great place to live, work, and raise a family for generations to come.

How does PSATS work with legislators?

- Advocating for township issues and concerns;
- Serving as a resource on local government, especially townships; and
- Partnering on issues of mutual interest.

For more information, call us at (717) 763-0930 or go to www.psats.org.

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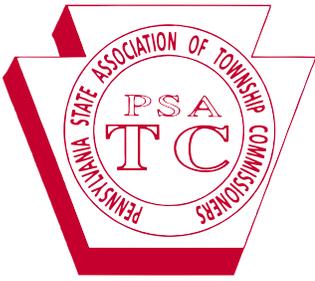
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Pennsylvania State Association of Township Commissioners

About PSATC

The Pennsylvania State Association of Township Commissioners (PSATC) is a statewide, non-partisan association representing Pennsylvania's first class townships before the Pennsylvania General Assembly and the Commonwealth's agencies.

PSATC was founded in 1925 and distinguishes itself and its members from second class townships which are much larger in number. The state's first class townships are generally regarded as the "urban ring" around Pennsylvania's cities. First Class townships are full-service communities and face issues similar to those of our Commonwealth's cities and urban boroughs making PSATC's affiliation with the Pennsylvania Municipal League (PML) a natural fit. PML has served as the secretariat for PSATC, providing lobbying and financial and administrative services for over 35 years.

PSATC Mission

The mission of the Pennsylvania State Association of Township Commissioners is to advance the economic, legislative and general interests of Pennsylvania's first class townships.

PSATC Services

Advocacy

Legislative advocacy is provided on behalf of the membership through an affiliation with the PA Municipal League (PML). The PSATC Executive Committee determines the association's position on legislation and sets policy.

Research and Inquiry

PSATC members have access to a general research and inquiry service to assist with sample ordinances and other non-legal inquiries.

Education

PSATC holds an annual educational conference for elected and appointed township officials. It also utilizes training provided through its affiliation with the PA Municipal League.

PSATC Publications

PSATC contributes to the *Municipal Reporter* magazine which is published by the PA Municipal League three times per year.

PSATC Structure and Governance

PSATC is governed by an Executive Committee comprised of officers, past presidents and representatives from each of its three regions. The Executive Committee guides the general work of the association and sets the association's annual budget and legislative priorities.

Overview of Governing Responsibilities for PSATC members

The Board of Commissioners plays the central role in township government. General supervision and oversight of township affairs is placed in the hands of the Board of Commissioners. The Board serves as the legislative body of the township – setting policy, enacting ordinances and resolutions, adopting budgets and levying taxes. Since there is no separately elected executive, the Board may also perform executive functions such as formulating the budget, enforcing ordinances, approving expenditures and hiring employees. However many townships have hired managers to serve as the top appointed official and to run the day to day operations of the township. The manager is appointed by the Board of Commissioners and reports directly to them.

PSATC Legislative Priorities

PSATC updates its legislative priorities annually to reflect member concerns and current issues facing first class townships. PSATC is an advocate for local government autonomy and the tools to manage effectively. Please see our current priorities at www.pml.org

PSATC Contacts

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Local Government Laws (not inclusive) impacting most or all Local Government Conference members:

Eminent Domain Law	Open Records (Right-to-Know Law)
Clean Streams Law	Policemen and Firemen Collective Bargaining Act (Act 111)
Commonwealth Procurement Code Part II	Police Tenure Act
Intergovernmental Cooperation Act	Political Subdivision Tort Claims Act
Local Government Unit Debt Act	Pennsylvania Municipal Retirement Law
Local Tax Collection Law	Prevailing Wage
Municipalities Financial Recovery Act (Distressed Municipalities, Act 47)	Public Employee Relations Act
Municipal Claim and Tax Lien Law	Safe Drinking Water Act
Municipal Consolidation or Merger Act	Separations Act
Municipal Pension Plan Funding Standard & Recovery Act	Sewage Facilities Act
Municipalities Planning Code	Solid Waste Management Act
Municipal Police Pension Law (Act 600)	State Ethics Act
Municipal Records Act	Stormwater Management Act
Municipal Waste Planning Recycling and Waste Reduction Act	The Local Tax Enabling Act (Act 511)
Neighborhood Blight Reclamation and Revitalization Act	Underground Utility Line Protection Act (PA One Call)
Open Meetings (Sunshine Act)	Water Services Act

Pennsylvania Local Government Conference

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