



## Adams County Association of Township Officials

Coleen N. Reamer, President (Hamiltonban Twp.)  
Donna Dixon, Treasurer (Tyrone Twp.)

Emma Seibert, Vice President (Tyrone Twp.)  
Diane Groft, Secretary (Mt. Pleasant Twp.)

Hello Members,

September 1, 2013

Wow, is this year passing quickly!?! There is a lot to think about between now and December, so let's get at it!

### CDL Supervisory Training October 9, 2013:

We have arranged to bring the PSATS training here to Adams County's EMS Center on Greenmyer Lane in Gettysburg. This mandated training must be completed by any municipality who has employed new CDL employees or had a change in personnel that has responsibility in this area. You will find information on the **two (2)** classes offered and a registration form attached to this newsletter. Township members of *ACATO* may attend for free. This is a training that has been opened to also include COG member Borough and School District Personnel. A charge of \$25.00 per class per person is requested of those interested members to help defray the costs incurred by the Township Association.

### Adams County Association 96<sup>th</sup> Annual Convention November 13, 2013, Please note the important dates:

Each municipality will receive a mailing from Secretary Diane Groft of Mount Pleasant Township requesting the review of the information provided by each township for our Township Directory. Please notify your township officials (**auditors, secretaries, treasurers, tax collectors, solicitors, managers and supervisors**), all of which are members of the Association. Also, please review that information carefully, make additions, deletions or corrections and return it promptly. Convention attendee registrations and a "memorial" listing of any township officials that have passed away in 2013 are also requested. Your "vendor list" helps the Association with invitation information for your consultants and purchase agents to enhance our "vendor gallery" of displays at the Convention and directory advertisements. Make sure that you **note all of the deadlines** so we can complete our tasks on time.

### **ELECTIONS:**

The Association Officers are listed at the top of this letterhead. The Association Secretary serves a two year term. In November of 2013, we will resume the reverse order of association secretary with Reading Township's Marcia Weaver taking the post at our first Executive meeting in December (as required by the bylaws). Per the Association Bylaws, the President, Vice President and Treasurer are to be elected each year. They may succeed themselves for up to two additional years if re-elected by the membership. Coleen, Emma and Donna are willing to serve a final one year term (2014) if elected.

**Carol Merryman** from Cumberland Township ([cmerryman@cumberlandtownship.com](mailto:cmerryman@cumberlandtownship.com)) is the Association's Nominations Chairperson and is now accepting nominations from the members for *President, Vice President and Treasurer* should you have additional nominees for election. A Nomination Card is attached.

### **DELEGATE TO THE STATE CONVENTION:**

Also up for election is your *Adams County Association Voting Delegate* to the PSATS State Conference in April. Use the Nominations Card provided with this email. The voting delegate will take Association action on the Resolutions presented for vote by the State membership of PSATS in April. This delegate *cannot* be the voting delegate for your Township.

*Find us on the Adams County website at [www.adamscounty.us](http://www.adamscounty.us)*

Please forward your Nominations Card to Carol by **October 25<sup>th</sup> 2013** so she can formulate her slate of officers for election. As always, prior to the nomination of any fellow member for any position, please obtain their permission first.

### **PSATS STANDING COMMITTEES:**

PSATS has asked for suggestions from our County Association for members willing to serve on the PSATS Executive Board and Standing Committees. It gives you the unique opportunity to understand how your State Association operates and how they can better assist YOU. Standing Committees meet only one time during the year (other than at the April Conference) so your commitment is minimal. Please notify Coleen of your decision to serve.

### **RESOLUTIONS:**

Local Resolutions to the Committee will be accepted from now until **October 25, 2013**. Franklin County's attached letter to their legislator shows just how simple a resolution can be to address a serious problem. Perhaps reading their attached resolution on line painting will stir an issue in your mind that should be addressed with the State Association. You may email or send your resolution along with your registrations to Secretary Diane Groft.

### **New on our Website:**

The Adams County Association of Township Officials thought it would be helpful to those of us that have not visited all of the Adams County Township Municipal Buildings to have a quick map to give us an idea of just where each of us is located. Perhaps you are not sure who your closest neighbor is to help you with a project, in the office or on the road! Our link on the Adams County website ([www.adamscounty.us](http://www.adamscounty.us)) will be carrying a map showing each office and their street address. Sarah Weigle of the Adams County Office OF Planning and Development helped us with the mapping and her work is very much appreciated. Thanks Sarah!

### **Secretarial/Administrative Luncheon and Roundtable in July 31:**

Melissa Morgan, Legal Analyst from PSATS attended this year's roundtable with Judy Chambers of Penn State Extension moderating the discussions. It was another great session! The group covered questions on electronic checking, the Adams County Fire Study & the fire tax, Procurement Cards, Septic Management (537 Plans with pumping districts), Elections and welcoming new supervisors, Right-to-Know / email storage & distribution and many other topics of interest. If you could not attend, please contact a fellow secretary/treasurer and catch up on the most recent discussion. This year's attendance increased over last year so we hope to continue that trend into the future.

***The next Executive Committee Meeting is scheduled for September 11, 2013 at Tyrone Twp. @ 12:30 PM.***

We thank you very much for your participation and support,

*Coleen and the Executive Committee:*

**President Coleen Reamer, Hamiltonban Township, 717-642-8509**  
**Vice President Emma Seibert, Tyrone Township, 717-528-4012**  
**Secretary Diane Groft, Mount Pleasant Township, 717-624-8049**  
**Treasurer Donna Dixon, Tyrone Township, 717-528-4012**  
**Nominations Chair, Carol Merryman, Cumberland Township**  
**Legislative Chair, Robert Gordon, Hamiltonban Township**  
**Public Relations Chair, Barbara Underwood, Cumberland Township**  
**Audit Chair, Craig Rockey, Highland Township**

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