



Governor Mifflin Area CITIZENS ACADEMY

Presented by:

Brecknock Township

Cumru Township

Governor Mifflin School District

Albright College Center for Excellence in Local Government

Kenhorst Borough

Mohnton Borough

Shillington Borough

Learn ● Understand ● Participate

Different units of local governments (townships, boroughs, school district) provide many of the services most essential for our daily life, such as public education, public safety, water and sewer facilities, roads and bridges, parks and playgrounds, public libraries, and other public services. Yet, many residents are not familiar with the organization and operation of our local governments.

The Governor Mifflin Area Citizens Academy is designed to help local residents gain a better understanding of township, borough, and school district governments and how the services provided by these public bodies impact the overall community. The program will address:

- Which public services are provided by our local governments? Which of these services are mandated by the state or federal governments?
- How much do the services cost, i.e., what are the current budgets? What are the primary sources of revenue?
- How are our local units of government organized and what are their functions?
- What are the responsibilities of the elected officials?
- What authority do local officials have in determining which services to provide, and what are their primary sources of authority?
- What opportunities do local residents have to become more involved in the local decision-making process?

Academy participants will enhance their general knowledge of local government operations and be better prepared to become more involved in local affairs. In addition, the Academy will discuss the growing complexity of local issues, changing federal and state laws and regulations that affect the delivery of local services, and the growing interest of local governments in working together to reduce operating costs and address issues that require collaborative efforts.

Academy participants will gain a better understanding of:

- Population growth trends in the region.
- The organization, structure, authority, and responsibilities of local governments.
- The public services provided by boroughs, townships, and school district.
- The major sources of revenue and operating budgets.
- The relationship of local governments to municipal, state and federal governments.
- Opportunities to participate in local affairs.

While the focus of the Academy will be on local governments within the Governor Mifflin area, the program will include general information on other units of local government in Berks County.

The Academy will consist of four sessions from **6:30 – 9:30 PM** and will be held in the **Governor Mifflin Education Center Board Room**, 10 South Waverly Street in Shillington on the following dates:

Session I: Wednesday, April 11, 2012

Session II: Wednesday, April 18, 2012

Session III: Wednesday, April 25, 2012

Session IV: Wednesday, May 2, 2012

Instructors: The speakers for the sessions will include local elected officials, department directors, municipal managers and school administrators, and other local and academic officials.

Fee: The fee for all four sessions of the Academy is \$40.00 per person, which covers all program materials. Please make your check payable to “**Albright College**”.

The Academy is supported through a grant from the Russell L. Hiller Charitable Trust Fund of Berks County Community Foundation.

Registration: Pre-registration for the Academy is required, since class size is limited. Please return the registration form to **Center for Excellence in Local Government, Albright College, PO Box 15234, Reading, PA 19612**. To register online, please visit our website www.albright.edu/localgov.

Confirmation: Program registrants will receive confirmation of their registration by e-mail, fax, or mail. If confirmation is not received within one week prior to the date of the event, please contact Andrea Weist at (610) 929-6503 or aweist@alb.edu to ensure that your registration has been received.

Cancellations: Cancellations must be received at least three working days prior to the date of the program to be eligible for a refund.

If emergency cancellation of any program becomes necessary, an advisory will be broadcast on AM Radio Station WEEU 830 AM, and will be recorded on John Kramer’s voice mail, which may be accessed at 610/921-7246.

For More Information: Contact Andrea Weist at (610) 929-6503 or aweist@alb.edu.

Registration Form

Name:

Address:

City/State/Zip Code:

Phone:

Fax:

E-mail Address:

- Governor Mifflin Area Citizens Academy (\$40 per person)
 Please send me directions to the meeting facility

Payment Method

- Check made payable to Albright College
 Credit Card (Please complete the following)

Name on Card :

Phone #:

Billing Address:

Card Type:

Visa Mastercard Discover

Amount:

Card #:

Expiration Date:

Signature:

The Governor Mifflin Area Citizens Academy is made possible through a grant from the Russell L. Hiller Charitable Trust Fund of Berks County Community Foundation.

Registrants are admitted to workshops without regard to race, color, age, sex, religion, political affiliation, national origin or disability.

Governor Mifflin Area Citizens Academy

All sessions will be held at the –
Governor Mifflin Education Center Board Room
10 South Waverly Street, Shillington

Week 1: Wednesday, April 11, 2012
6:30 – 9:30 PM

I. Welcome and Overview (6:30 – 6:45 PM):

Jeff Fiant, Chairman, Governor Mifflin Area Coordinating Council,

Overview of the Academy

John Kramer, Director, Center for Excellence in Local Government, Albright College

II. Overview of the Region (6:45 – 7:05 PM)

John Kramer, Center for Excellence in Local Government, Albright College

- Demographic and socioeconomic trends in the region

III. Overview of Municipal Government (7:05 – 7:20 PM)

John Kramer, Center for Excellence in Local Government, Albright College

- General Purpose vs. Special Purpose Units of Government
- Number and type of local governments in Berks County and PA
- Historical development of local government in Berks County
- “Creatures of the State”
- Recent mergers

IV. General Overview: Organization, Structure, Authority, and Responsibilities of Local Government (7:20 – 7:35 PM)

John Kramer, Center for Excellence in Local Government, Albright College

- Generic organization
- Sources of authority (state constitution and statutes, court decisions)
- General powers and duties (finance, employees, property, regulation)

BREAK (7:35 – 7:50 PM)

V. Organization, Structure, Authority, Responsibilities–Governor Mifflin Region (7:50–8:40)

Township of the First Class: *Jeanne Johnston, Township of Cumru*

Township of the Second Class: *Jeff Fiant, Township of Brecknock*

Borough: *Jeri Diesinger, Borough of Kenhorst*

School District: *Daniel Bulinski, Superintendent, and Rick Wolf, Assistant Superintendent, Governor Mifflin School District*

- Governing Body and committees
- Key administrative personnel
- Departments and personnel

Solicitor: (8:40 – 9:05 PM): *Michael Setley, Setley, Rauch, and Bucolo LLC*

- Open meetings and records management/right-to-know laws
- Ethics/Conflict of Interest (legal and operational)

VI. Questions and comments (9:05 – 9:25 PM)

VII. Closing – John Kramer (9:25 – 9:30 PM)

Governor Mifflin Area Citizens Academy
Week 2: Wednesday, April 18, 2012
6:30 – 9:30 PM
Site: Governor Mifflin Education Center Board Room

I. Introduction (6:30 – 6:40 PM)

John Kramer, Director, Center for Excellence in Local Government, Albright College

II. Public Safety, Public Works and Planning

A. Police Services (6:40 – 7:40 PM)

Jed Habecker, Chief of Police, Township of Cumru

Brett Hivner, Chief of Police, Borough of Shillington

Kevin Smith, Director of Safe Schools, Governor Mifflin School District

- Types of department (municipal department, contract)
- Services provided and hours of coverage
- # of personnel and annual budget
- Key issues

BREAK (7:40 – 7:55 PM)

B. Fire Services (7:55 – 8:25 PM)

Scott Brady, Governor Mifflin Fire Protection Study Committee

- Organizational structures
- Services provided
- # personnel and annual budget
- Key issues

C. Public Works Services (8:25– 8:55 PM)

Michael Mountz, Manager, Borough of Shillington

- Services provided
- # personnel and annual budget
- Key issues

D. Planning, Zoning, and Codes (8:55 – 9:25 PM)

Terry Naugle, Chair, Kenhorst Borough Planning Commission

- General goals of planning and zoning
- Roles of GB, PC, ZO, ZHB
- Housing trends

III. Closing (9:25 – 9:30 PM)

John Kramer, Director, Center for Excellence in Local Government, Albright College

Governor Mifflin Area Citizens Academy
Week 3: Wednesday, April 25, 2011
6:30 – 9:30 PM
Site: Governor Mifflin Education Center Board Room

I. Introduction (6:30 – 6:40 PM)

John Kramer, Director, Center for Excellence in Local Government, Albright College

II. Community Services

A. Water and Sewer Services (6:40 – 7:10 PM)

Shannon Rossman, Intergovernmental Affairs Planner, Berks County Planning Commission

- Who provides the services
- Functions of municipality
- Annual budget
- Key issues

B. Storm Water Services (7:10 – 7:25 PM)

Shannon Rossman, Intergovernmental Affairs Planner, Berks County Planning Commission

- Function of municipalities
- Key issues and trends

BREAK (7:25 – 7:40 PM)

C. Emergency Management Services (7:40 – 8:10 PM)

Jeff Weidner, Local Government Liaison, Berks County Department of Emergency Services

- Emergency management responsibilities of local governments
- # personnel

III. Community–School District Interaction

A. School Services (8:10 – 8:45 PM)

Kristine Rosenberger, Director of Curriculum and Instruction, Governor Mifflin School District
Rick Wolf, Assistant Superintendent, Governor Mifflin School District

- Overview of curriculum requirements, guidance services, food services, transportation

B. Recreation Services and School Extra-Curricular Activities (8:45 – 9:10 PM)

Sam Gausch, Director, Cumru Township Parks and Recreation Department
John Althouse, Principal, Governor Mifflin High School
Pat Tulley, Athletic Director, Governor Mifflin School District

- Overview of services provided
- # personnel and annual budget

C. Library Services (9:10 - 9:25 PM)

Helen Flynn, Director, Mifflin Community Library
John Althouse, Principal, Governor Mifflin High School

- Services provided, annual budget, source of funding,

V. Closing – John Kramer (9:25 – 9:30 PM)

John Kramer, Director, Center for Excellence in Local Government, Albright College

Governor Mifflin Area Citizens Academy
Week 4: Wednesday, May 2, 2012
6:30 – 9:30 PM
Site: Governor Mifflin Education Center Board Room

I. Introduction – John Kramer (6:30 – 6:40 PM)

John Kramer, Director, Center for Excellence in Local Government, Albright College

II. Finance (6:40- 7:55 PM)

Jeff Fiant, Chair, Brecknock Township Board of Supervisors

Jeri Diesinger, Manager, Kenhorst Borough

Mark Naylor, Business Manager, Governor Mifflin School District

- Summary of annual budgets (operating and capital improvement)

BREAK (7:55 – 8:10 PM)

III. Dialogue with Elected Officials (8:10 – 9:10 PM)

Jeff Fiant, Chair, Brecknock Township Board of Supervisors

Barry Rohrbach, Chair, Cumru Township Commissioners

Nick Hatzas, Mayor, Kenhorst Borough

Kerry Hoffman, President, Mohnton Borough Council

Ronald Dunkelberger, President, Shillington Borough Council

James Ulrich, President, Governor Mifflin School Board

- Roles of elected officials
- Open dialogue

IV. Volunteer Opportunities and Involvement (9:10 - 9:25 PM)

John Kramer, Director, Center for Excellence in Local Government, Albright College

Steve Gerherd, Chair, Shillington Citizens Advisory Committee

V. Closing – John Kramer (9:25 – 9:30 PM)

John Kramer, Director, Center for Excellence in Local Government, Albright College

- Final evaluation