

Bradley Gotshall  
4709 Buck Run Ln.  
Harrisburg, PA 17110

## **CONFIDENTIAL APPLICATION**

To whom it may concern:

My love of local government began during my senior year in high school, during which period I ran successfully for council in my hometown, eventually serving two terms. Throughout that period, I also had a chance to intern for PA State Senator David Argall, both in his district and capitol offices. At one point, I was experiencing local government (with my work as council member), county government (working with the Schuylkill County Treasurer's office), and state government (interning with Senator Argall) all at once – more government than anybody should have to experience at any one given moment!

Although considerably younger than the great majority of current municipal managers, many of whom will be competing against my resume for this very role, I hold more experience in the field of local government than almost any of them, as a percentage of my years of life. While my resume indicates a propensity to “job-hop”, as I have heard, it shows a deeper quality of myself than is able to be shared on paper. With the number of communities I have led, comes many varieties of experience of local government administration issues. In terms of Pennsylvania municipal governance, I have seen it all: from the administration of the very small (Red Hill Borough – 2,300 residents) to the second-largest Township of the Second Class in Pennsylvania (Lower Paxton Township - 53,000 residents) to college towns (Millersville Borough and Indiana Borough).

With each of these communities, my commitment to local government has been evident: ensuring that the elected officials are as informed and educated as possible, providing for the most effective and efficient delivery of municipal services, excelling the transparency of government operations, and executing a fair, equitable policy of personnel administration. Beyond the niche qualities needed in each distinct community, these key functions of a municipal manager often cannot be learned; they are inherent to the individual and require years of cultivation and practice.

As Borough Manager of the Borough of Red Hill, although only for a very short period of time, I led a charge to modernize and branch out. Finally, the Borough accepts credit cards as a form of payment, is a member of PLGIT for the first time – employing the Procurement Card system, adding an efficient, accountable purchasing structure - and is using technology more than ever before to create a more efficient internal operation. The Borough, through my direction, changed the long-standing solid waste and recycling collection practices, moving towards a more equitable and financially responsible system. For the first time, the Borough also began to utilize a Capital Improvement Plan, to realize long-term projects and capital purchases.

During my tenure as Manager of the Borough of Indiana, I got the unique chance to guide a municipality that serves as host to a public university, the Indiana University of Pennsylvania (IUP), a chance that many municipal managers don't often get, especially at my age. In this role, I have worked to modernize Borough operations, working to accept credit cards online and in Borough Hall; joining as a member of PLGIT, employing the Procurement Card system; and implementing a mass notification system. For the first time, the Borough, through my initiative, implemented a 5-year Capital Improvement Plan, and passed a complete budget package that will work to be a communicative tool, expressing the story behind the figures.

Indiana Borough provided me invaluable experience, overseeing a workforce of 55 plus full-time employees, 18 part-time employees, a \$13.3 million budget (general fund \$6.3 million), and balancing a town-gown relationship that often comes with a share of high stress, and little cooperation.

Today, I serve as Manager of the Township of Lower Paxton, the largest municipality in Dauphin County (13<sup>th</sup> largest municipality in the Commonwealth) and a suburb of the City of Harrisburg. In this capacity, I oversee an organization of approximately 225 employees with an all-funds budget of approximately \$83 million. This position has given me wonderful exposure to leading one of the larger municipal organizations in Pennsylvania. With such an opportunity, it has been my goal to implement many much-needed organizational and operational changes in order to bring about the most transparent and efficient organization possible. To date, I am in the process of bringing about a reorganizational plan with the goal of realigning workflow and correcting terrible workplace inefficiencies; addressing multiple convoluted budgeting practices that have threatened the concept of public finance transparency; organizing and properly ensuring municipal assets that have for quite some time been unrepresented; and modernizing operations to take advantage of technology.

In addition to the initiatives described hereinabove, I have also begun the process of implementing the Township's first CDBG Entitlement Program (having recently crossed the entitlement status population threshold) and career fire department, both of which include ensuring our community invests in a prosperous housing stock, economic development functions, and broadly ensuring a safe, healthy living environment for our residents.

While my career is marked with a number of municipal stops along the way, the one constant is my absolute adoration for local government; I love what it represents, and I love what it is able to accomplish when administered properly. I humbly, but aggressively will defend my decade-plus career in this field against anybody my age, or with more experience, for that matter.

I thank you for your time and consideration and look forward to a chance to discuss my qualifications with you.

Sincerely,  
Brad Gotshall

## EDUCATION

<b>Pennsylvania State University</b> – Bachelor of Science, Public Policy	2015
<b>Pennsylvania State University</b> - Master of Arts, Public Administration	2021

## EXPERIENCE

**PA Dept. of Community & Economic Development – Peer Consultant (Contracted)** 2022-Present

Contracted by the Pennsylvania Department of Community & Economic Development's Governor's Center for Local Government Services to perform peer consulting services for municipalities within the Commonwealth's Southeast region. Consulting services performed include technical assistance in the functional areas of administration and financial services.

**Township of Lower Paxton – Township Manager** November 2018 - Present

Population: 53,000; Annual Budget (2025): \$100 million; Total Staffing: 173 Full-Time, 69 Part-Time.

Departments of the Township include Administration, Finance, Community Development, Public Safety (Police, Fire), Public Works, Sewer, Parks and Recreation, and Economic Development.

*Selective achievements include:* implementation of the first Capital Improvement Plan; creation and implementation of a new mixed-use zoning district ordinance at a key intersection of the Township – working with the land-owner on visioning of the parcels; ending each fiscal year of my tenure with a cash surplus; establishment of the 'Employee Engagement Committee'; executed two of the Township's largest bond issues in its history, each worth over \$55 million, two years in a row; implantation of the first CDBG Entitlement Program.

**Borough of Millersville – Borough Manager, Secretary, & Treasurer** January – November 2018

Population: 8,383; Annual Budget (2018): \$8.77 Million; Total Staffing: 29 Full-Time, 9 Part-Time.

The Borough of Millersville is the host municipality to Millersville University, a PASSHE system school. Departments of the Borough include Administration, Code Enforcement & Zoning, Police, Streets & Parks, and the Wastewater Treatment Department (overseeing the treatment plant).

**Borough of Indiana – Borough Manager, Secretary, & Treasurer** January 2017 – December 2017

Population: 13,981; Annual Budget (2018): \$12.9 Million; Total Staffing: 70 +.

The Borough of Indiana is the host municipality to The Indiana University of Pennsylvania (IUP), a PASSHE system school. Departments of the Borough include Administration, Code Enforcement, Planning & Zoning, Police, and Public Works (including a wastewater treatment plant).

**Borough of Red Hill – Borough Manager, Secretary, & Treasurer** 2016-2017

Population: 2,472; Annual Budget (2017): \$900,000; Total Staffing: 6.

**County of Schuylkill – Office Manager, District Attorney** 2014-2016

*Clerk Typist, County Treasurer* 2012-2014

**Elected, Frackville Borough Council – President Pro Tempore & Vice President** 2010-2016

## INTERNSHIPS

**State Senator David G. Argall (R-29)** – Tamaqua, PA 2009–2010; 2013

## MEMBERSHIPS

**Pennsylvania Municipal League**, statewide Legislative Committee; Southcentral District Alt. 2019-Present

**Association for Pennsylvania Municipal Management**, Vice President At-Large (Central) 2022-2024

**Pennsylvania State Association of Boroughs**, statewide Executive Board Alternate 2016

**Schuylkill County Boroughs Association**, Secretary; President 2015-2016