



**pennsylvania**

OFFICE OF OPEN RECORDS

RTK 279



**Springettsbury Township**

1501 Mt. Zion Road

York, PA 17402

(717) 757-3521 (Phone)

(717) 505-0455 (Fax)

www.springettsbury.com

**STANDARD RIGHT-TO-KNOW REQUEST FORM**

DATE REQUESTED: September 3, 2014

REQUEST SUBMITTED BY:  E-MAIL     U.S. MAIL     FAX     IN-PERSON

NAME OF REQUESTOR: David G. Trott

STREET ADDRESS: 3360 Druck Valley Rd.

CITY/STATE/COUNTY (Required): York, PA 17406

TELEPHONE (Optional): [REDACTED]

**RECORDS REQUESTED:**

*\*Provide as much specific detail as possible so the agency can identify the information.*

1. Please provide a copy of the contract for the Manager, Kristen Denne to include but, not limited to, Salary, Benefits, Severance Pay, etc..
2. Please provide a copy of all invoices submitted by Ballard Spahr and Blakey, Yost, Bupp & Rausch to Springettsbury Twp. for payment as pertaining to the investigation of Supervisor Julie Landis-Trott for alleged Harassment.

DO YOU WANT COPIES? YES or NO

DO YOU WANT TO INSPECT THE RECORDS? YES or NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

RIGHT TO KNOW OFFICER: JOHN J. HOLMAN, TOWNSHIP MANAGER/SECRETARY  
john.holman@springettsbury.com

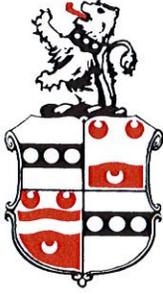
DATE RECEIVED BY THE AGENCY: 9/4/14

AGENCY FIVE (5)-DAY RESPONSE DUE: 9/11/14

30 Day: 10/10/14

*\*\*Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*

Questions: please contact the Office of Open Records at (717) 346-9903 or [openrecords@state.pa.us](mailto:openrecords@state.pa.us)



COAT OF ARMS OF SPRINGETT PENN  
1701-1731

# SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road  
York, Pennsylvania 17402  
717-757-3521 Fax: 717-757-7856  
www.springettsbury.com  
email: info@springettsbury.com

Police: 717-757-3525 Fax: 717-840-1908  
Police and Fire Emergencies - Dial 911  
Recreation Office: 717-505-0406

Wastewater Treatment Facility  
3501 North Sherman Street  
717-757-3521 Fax: 717-840-0680

## BOARD OF SUPERVISORS

George M. Dvoryak  
Chairman

Julie A. Landis  
Vice Chairman

Mark M. Swomley  
Assistant Secretary/Treasurer

William H. Schenck, III

Kathleen A. Phan

## TOWNSHIP MANAGER

John J. Holman  
Secretary

September 11, 2014

Mr. David G. Trott  
3360 Druck Valley Road  
York, PA 17406

Re: **RIGHT-TO-KNOW REQUEST**

Dear Mr. Trott,

Thank you for writing to Springettsbury Township with your request for information in regards to:  
"1. Please provide a copy of the contract for the Manager, Kristen Denne to include but, not limited to, Salary, Benefits, Severance Pay, etc.. 2. Please provide a copy of all invoices submitted by Ballard Spahr and Blakey, Yost, Bupp & Rausch to Springettsbury Twp for payment as pertaining to the investigation of Supervisor Julie Landis-Trott for alleged Harassment."

I reviewed the request and an extension of time to respond is required due to the reasons set forth below. The Township anticipates responding to your request no later than October 11, 2014.

- The extent or nature of the request precludes a response within the required time period.
- The request requires the retrieval of historic records.
- Timely response to the access cannot be accomplished due to bona fide and specified staffing limitations.

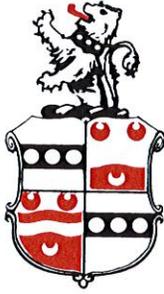
The applicable fees associated with your request are unknown at this time. You will be advised of the estimated fees after completion of review of your request.

If you have any questions please do not hesitate to contact me.

Very truly yours,

Abby Gibb  
Right to Know Officer

cc: Charles Rausch, Township Solicitor  
Patrick Harvey, Personnel Attorney  
Betty Speicher, Director of Human Resources  
Dori Bowders, Manager of Administrative Operations  
File: Right-to-Know – 279



COAT OF ARMS OF SPRINGETT PENN  
1701-1731

# SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road  
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Kathleen A. Phan

## TOWNSHIP MANAGER

Kristen L. Denne

October 11, 2014

Mr. David G. Trott  
3360 Druck Valley Road  
York, PA 17406

Re: **RIGHT-TO-KNOW REQUEST**

Dear Mr. Trott,

Thank you for writing to Springettsbury Township with your request for information in regards to:  
"1. Please provide a copy of the contract for the Manager, Kristen Denne to include but, not limited to, Salary, Benefits, Severance Pay, etc.. 2. Please provide a copy of all invoices submitted by Ballard Spahr and Blakey, Yost, Bupp & Rausch to Springettsbury Twp for payment as pertaining to the investigation of Supervisor Julie Landis-Trott for alleged Harassment."

1. Your request for a copy of the contract for the Manager, Kristen Denne is approved (5 pages).
2. Your request for invoices is approved in part and denied in part. The approved invoices include:

Ballard Spahr Invoices (20 pages)  
Blakey, Yost, Bupp & Rausch Invoices (10 pages)

The records for professional services have been redacted for the following reasons:

1. Section 102: The definition of a public record excludes records that are protected by a privilege. Some of the records under this request fall within the attorney/client privilege.
2. Section 708 (b) (17) A record of an agency relating to a noncriminal investigation.
3. Section 708 (b)(7)(vii) The following records relating to an agency employee: grievance material.

The cost of the copy of the documents is 35 pages @ \$0.25 per page, or \$8.75 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$2.24 for a total cost of \$10.99.

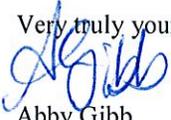
The documents can be picked up or mailed upon receipt of payment to Springettsbury Township. Contact me, at 717-757-3521, to schedule a time to pick up the documents.

You have a right to appeal denial of information in writing to Terry Mutchler, Executive Director, Office of Public Records, Commonwealth Building, 400 North Street, 4<sup>th</sup> Floor, Harrisburg, PA 17120-0225.

If you choose to file an appeal, you must do so within fifteen business days of the mailing date of the agency's response, as outlined in Section 1101 of the Right-To-Know Law. If you have further questions, please call me.

Please be advised that this correspondence will serve to close this record with our office as permitted by law.

Very truly yours,



Abby Gibb  
Right to Know Officer

cc: Kristen Denne, Township Manager  
Charles Rausch, Township Solicitor  
Patrick Harvey, Personnel Attorney  
Betty Speicher, Director of Human Resources  
Dori Bowders, Manager of Administrative Operations  
File: Right-to-Know – 279