



pennsylvania
OFFICE OF OPEN RECORDS

RTK-341

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 11/11/2015

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

REQUEST SUBMITTED TO (Agency name & address): Springettsbury Township
1501 Mount Zion Rd. York, PA 17402

NAME OF REQUESTER: Galen Weibley

STREET ADDRESS: 1250 Tower Road

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

TELEPHONE (Optional): [REDACTED] EMAIL (optional): [REDACTED]

RECORDS REQUESTED: **Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary*

See attached

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

**** PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES ****
**** IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL ****

FOR AGENCY USE ONLY

Completion Date:

RIGHT TO KNOW OFFICER: Abegate Gibbs

DATE RECEIVED BY THE AGENCY: 11/16/15

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 11/23/15 30 Day: 12/23/15

***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.)*

RTK-341

November 11, 2015

Springettsbury Township
1501 Mount Zion Road
York, PA 17402

To the Right to Know Officer of Springettsbury Township:

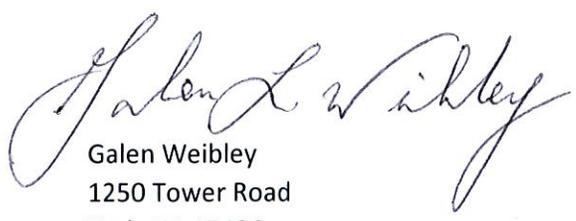
I am formally requesting electronic copies of 2013 and 2014 excel spreadsheets concerning the following data of your Police Department.

- Total PPU per municipality

1. List of names and total amounts received from all revenue sources from
 - a. Local Governments (Township, Boroughs, and Cities) each individually listed.
 - b. Total State revenue sources
 - c. Totals of all fines and miscellaneous revenue sources
2. Itemized list of all expenses in the following categories
 - a. Total of General Wages of all police employees
 - b. Total of Overtime wages of all police employees
 - c. Total Healthcare benefits costs of all employees
 - d. Total Pension/Retirement costs of all police employees
 - e. Total Insurance costs of all police employees
 - f. Total Vehicle Maintenance of police fleet
 - g. Total Vehicle purchases/payments for police fleet
 - h. Total Fuel for police vehicles
 - i. Total Supplies for police department
 - j. Total of Other Misc. expenses for police department

I am providing an example template to help clarify my request. Should you have any questions, please do not hesitate to contact me.

Sincerely,



Galen Weibley
1250 Tower Road
York, PA 17406





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

Mark M. Swomley
Chairman

George M. Dvoryak
Vice Chairman

Kathleen A. Phan
Assistant Secretary/Treasurer

William H. Schenck, III

Julie A. Landis

TOWNSHIP MANAGER

Kristen L. Denne

November 23, 2015

Mr. Galen Weibley
1250 Tower Road
York, PA 17406

Re: **RIGHT-TO-KNOW REQUEST – Police Department Data**

Dear Mr. Weibley,

Thank you for writing to Springettsbury Township with your request for information as shown on your original request form which is enclosed.

I have 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 December 23, 2015.

- 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,

Abegale Gibb
Right To Know Officer

cc: Kristen Denne, Township Manager
Dori Bowders, Manager of Administrative Operations
Chief Stump, Police Department
File: Right-to-Know – 341



COAT OF ARMS OF SPRINGETT PENN
1701-1731

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
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717-757-3521 Fax: 717-757-7856
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Assistant Secretary/Treasurer

William H. Schenck, III

Julie A. Landis

TOWNSHIP MANAGER

Kristen L. Denne

December 23, 2015

Mr. Galen Weibley
1250 Tower Road
York, PA 17406

Re: **RIGHT-TO-KNOW REQUEST – Police Department Data**

Dear Mr. Weibley,

Thank you for writing to Springettsbury Township with your request for information.

- Total P.P.U. per municipality – **No Records. Police Protection Units, P.P.U. is not used in Springettsbury Township.**

All information requested below in #1 and #2 below is provided in the included documents from the 2013 and 2014 actual budgets.

- 1. List of names and total amounts received from all revenue sources from:
 - o A. Local Governments (Townships, Boroughs, and Cities) each individually listed.
 - o B. Total State revenue sources
 - o C. Totals of all fines and miscellaneous revenue sources
- 2. Itemized list of all expenses in the following categories
 - o A. Total of General Wages of all police employees
 - o B. Total Overtime wages of all police employees
 - o C. Total Healthcare benefits costs of all employees – **Some records not available solely for the Police Department.**
 - o D. Total Pension/Retirement costs of all police employees
 - o E. Total Insurance costs of all police employees – **Some records not available solely for the Police Department.**
 - o F. Total Vehicle Maintenance of police fleet
 - o G. Total Vehicle purchases/payments for police fleet
 - o H. Total Fuel for police vehicles
 - o I. Total Supplies for police department
 - o J. Total of Other Misc. expenses for police department - **Some records not available solely for the Police Department.**
- **Please note, some records included are for the Township as a whole or in part, and are not available solely for the Police Department.**

The provided documents have been emailed to you electronically. The records are provided in the format in which they exist as per Right to Know Law Section 705: *Creation of record. When responding to a request for access, an agency shall not be required to create a record which does not currently exist or to compile, maintain, format or organize a record in a manner in which the agency does not currently compile, maintain, format or organize the record.*

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

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

Very truly yours,



Abegale Gibb
Right To Know Officer

cc: Kristen Denne, Township Manager
Dori Bowders, Manager of Administrative Operations
Chief Stump, Police Department
Lt. Todd King, Police Department
Betty Speicher, Director of Human Resources
Sandy Ratcliffe, Deputy Director of Finance
File: Right-to-Know – 341

12/18/2015 08:48 |Springettsbury Township
 8042srat |NEXT YEAR BUDGET HISTORICAL COMPARISON
 PROJECTION: 2015 SPRINGETTSBURY TOWNSHIP BUDGET - 2015

	2013	2014
ACCOUNTS FOR:	PRIOR FY2	LAST FY1
GENERAL FUND	ACTUALS	ACTUALS

10331	VIOLATIONS AND FINES			
10331	5110	Vehicle Code Violations	55579.61	74530.08
10331	5120	Local & State Law Violats	146630.72	143077.06
10331	5130	State Veh&Law Viol.	14121.45	13830.8
10331	5140	Parking Violations	2550	2085
10331	10000	Court Settlement	0	4694.13
TOTAL	VIOLATIONS AND FINES		218881.78	238217.07
10362	POLICE DEPARTMENT			
10362	8410	Police Special Services	26538.63	32446.6
10362	8412	Police Reports	11028.54	12223.25
10362	8414	Alarm Fees	14085	13595
10362	8470	Other	1633.03	4113.64
TOTAL	POLICE DEPARTMENT		53285.2	62378.49

12/17/2015 13:41 |Springettsbury Township
 8042srat |NEXT YEAR BUDGET HISTORICAL COMPARISON
 PROJECTION: 2015 SPRINGGETTSBURY TOWNSHIP BUDGET - 2015

				2013	2014
ACCOUNTS FOR:			PRIOR FY2	LAST FY1	
GENERAL FUND			ACTUALS	ACTUALS	

10410	POLICE DEPARTMENT				
10410	11110		Salaries/Wages	211,030.30	209,533.81
10410	11130		Overtime	152.57	744.7
10410	11135		Active Shooter Drill	4,654.98	-
10410	12110		Salaries Patrolmen	1,737,623.13	1,780,396.85
10410	12110	51419	WAGES - DRUG TASK FORCE GRANT	-	-
10410	12111		Salaries Lieutenants	201,819.82	206,355.50
10410	12112		Salaries Sergeants	273,795.65	334,432.32
10410	12113		Salaries Corporals	295,948.31	297,670.97
10410	12115		Crossing Guards	19,788.30	20,909.33
10410	12117		K-9 Lease	2,179.18	2,179.19
10410	12130		Patrolmen Overtime	125,122.81	122,692.84
10410	12130	55424	Overtime - General - PAADEEP	5.3	-
10410	12132		Sergeants Overtime	2,899.86	7,473.67
10410	12133		Corporals Overtime	5,916.71	6,609.84
10410	22110		Materials/Supplies	12,788.31	12,541.41
10410	22113		K-9 Food	460.73	282.88
10410	22410		Ammunition	4,543.88	15,363.62
10410	23210		Vehicle Equipment Expense	9,590.47	8,449.02
10410	24110		Uniforms	35,068.70	27,248.19
10410	24110	51409	Uniforms - BP Vests	-	3,568.50
10410	26110		Minor Equipment	4,831.15	15,525.89
10410	27110		Repair/Maintenance	1,596.04	2,919.25
10410	29410		Animal Control	15,614.45	15,572.88
10410	32210		Communications	7,313.12	8,813.54
10410	45110		Contract Services	18,299.85	18,688.33
10410	45113		K-9 Veterinarian	455.16	1,155.10
10410	46110		Rental/Lease	20,416.66	19,500.38
10410	49110		Training/Development	22,310.17	18,253.03
10410	49113		K-9 Training	1,845.00	1,878.00
10410	71410		Capital Equipment	-	80,013.00
10410	71412		Capital - Evidence Collector	904.64	-
10410	71417		Capital - Crash Vehicle	-	-
TOTAL	POLICE DEPARTMENT			3,036,975.25	3,238,772.04

The information highlighted in yellow below may be totaled for the Township as a whole or in part, and not available for solely the Police Department.

10439	TOWNSHIP BUILDINGS				
10439	22110		Materials/Supplies	6,867.42	9,648.32
10439	27110		Repair/Maintenance	27,691.17	27,889.54

10439	32210		Communications	13,550.64	12,412.03
10439	36110	1103	Electric - Police	49,305.74	45,407.97
10439	36120	1103	Gas - Police	2,039.20	2,159.09
10439	36130	1103	Sewer - Police	418.69	531.07
10439	36140		Disposal Services	2,171.79	3,270.00
10439	36150	1103	Water - Police	1,489.01	1,497.33
10439	45110		Contract Services	23,176.89	26,633.53

10486	FIXED/SUNDRY - INSURANCES				
10486	53120		Property Insurance	30,912.00	30,399.00
10486	53130		Motor Vehicle Insurance	32,756.00	31,625.01
10486	53140		Law Enforcement Liability	95,361.00	106,700.00
10486	53150		General Liability	66,443.00	78,195.50
10486	53155		Pollution Liability	1,205.00	1,773.01
10486	53160		Insurance/Bonds	70,982.73	18,590.00

10487	FIXED/SUNDRY - EMPLOYEE BEN.				
10487	14111		Disability Insurance	10,928.59	12,559.20
10487	14112		Life Insurance	12,502.95	10,900.33
10487	14113		Dental Non-Teamsters	105,510.25	105,672.88
10487	14114		Vision	14,300.75	14,541.15
10487	14115		Medical	1,433,769.01	1,454,578.44
10487	14116		Prescription Retirees	-	2,921.62
10487	14117		Affordable Care Tax Act	-	8,970.00
10487	14118		Miscellaneous	6,766.95	3,493.75
10487	14120		Social Security	383,197.64	398,712.45
10487	14121		Non-Uniform Pension	99,159.26	96,166.57
10487	14124		Police Pension	620,661.00	640,060.00
10487	14125		Unemployment Compensation	4,254.71	498.74
10487	45110		Contract Services	3,218.00	4,777.00
10487	53110		Workers Compensation	120,859.00	137,767.00

10489	OTHER				
10489	32410		Postage	24,154.65	29,038.17
10489	43000		Taxes	897.5	920.36
10489	43001		PCOR Health Tax	198	-
10489	55110		Refunds/Pr Yr Adj	1,647.81	1,270.28

** END OF REPORT **