



**pennsylvania**  
OFFICE OF OPEN RECORDS

RJK-359



**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: 4/22/16

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

NAME OF REQUESTOR: Lindsay Hill

STREET ADDRESS: 3204 Riv Dr.

CITY/STATE/COUNTY (Required): York, PA 17402 York County.

TELEPHONE (Optional): None

**RECORDS REQUESTED:**

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

Records of Officer Thomas - documenting an incident at the above address on Feb. 28th (maybe Feb. 27th).

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: **ABEGALE GIBB**  
abby.gibb@springettsbury.com

Completion Date:

DATE RECEIVED BY THE AGENCY: 4/25/2016

AGENCY FIVE (5)-DAY RESPONSE DUE: 5/2/2016

30 Day Response Due: 6/1/2016

**\*\*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



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

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May 2, 2016

Ms. Lindsay Hill  
3204 Rex Drive  
York, PA 17402

Re: **RIGHT-TO-KNOW REQUEST – 3204 Rex Drive**

Dear Ms. Hill,

Thank you for writing to Springettsbury Township with your request for “Records of Officer Thomas – documenting an incident at the above address on Feb. 28<sup>th</sup> (maybe Feb. 27<sup>th</sup>).”

Your request has been approved.

The cost of the copy of the documents is 3 pages @ \$0.25 per page, or \$0.75 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$0.48 for a total cost of \$1.23.

Please contact me, at 717-757-3521, to schedule a time to pick up the documents or send payment to Springettsbury Township.

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,

Abby Gibb  
Right-To-Know Officer

cc: Kristen Denne, Township Manager  
Charles Rausch, Township Solicitor  
Chief Stump, Police Department  
Sergeant Kochansky, Police Department  
Dori Bowders, Manager of Administrative Operations  
File: Right-to-Know – 359