



RTK 48/

pennsylvania

OFFICE OF OPEN RECORDS

STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 9/21/2017

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

REQUEST SUBMITTED TO (Agency name & address): Township of Springettsbury

NAME OF REQUESTER: Nicole Mijares

STREET ADDRESS: P.O. Box 970999

CITY/STATE/COUNTY/ZIP (Required): Boca Raton, FL 33497-0999

TELEPHONE (Optional): _____ EMAIL (Optional): pennsylvania@openthebooks.com

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

Please see attachment "Right to know request text".

DO YOU WANT COPIES? YES OR (NO)
DO YOU WANT TO INSPECT THE RECORDS? YES OR (NO)
DO YOU WANT TO 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

RIGHT TO KNOW OFFICER: A Gibb
DATE RECEIVED BY THE AGENCY: 9/22/2017
AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 9/29/2017
30 Day Response Due: 10/29/2017

****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 of the information unless otherwise required by law. (Section 703.)**

Gibb, Abby

From: Pennsylvania <pennsylvania@openthebooks.com>
Sent: Thursday, September 21, 2017 8:42 PM
To: Gibb, Abby
Subject: New Right to Know - Township of Springettsbury submitted on 09/21/2017
Attachments: Township of Springettsbury (Standard Right-To-Know Request Form).pdf
Importance: High

09/21/2017

Dear Abegale Gibb:

Pursuant to the Right to Know, this is a request for a copy of the following records: an electronic copy of 'any' and 'all' vendor (transfer of property or services) payee payments for the year of 2016. Production shall include the vendor name; vendor address; vendor city; vendor state name; vendor zip code; Check Date/ ACH Date; Check Number/ACH code; Check Amount/ ACH Amount; department; agency; type of payment (i.e. contract, grant, etc.) and description of products or services/ purpose of payment. We have attached the Standard Right-To-Know Request form.

The principal purpose of this is to make this information more accessible to the public and to access and disseminate information regarding the health, safety, and welfare of the general public. This request is not principally for personal or commercial benefit. Our agency is just exercising the general rights of the public. For these reasons we are requesting a waiver of fees. If there is a charge for this service please obtain my approval in writing prior to proceeding with request.

All documents can be e-mailed to pennsylvania@openthebooks.com or mailed in electronic format (preferred format would be .csv or xls). If any documents are not provided in the format specified, please provide the state or federal statutes relied upon for that decision. If any record or portion of a record responsive to this request is contained in a record or portion of a record deemed unresponsive to the request, our agency would like to inspect the entire document. Under the Open Records Act/Freedom of Information Act, all non-exempt portions of any partially-exempt documents must be disclosed. If any records or portions of records are withheld, please state the exemption on which you rely, the basis on which the exemption is invoked, and the name of the individual responsible for the decision.

Thank you for your prompt consideration of my request. If you have any questions, or if I can be of any assistance, please e-mail me at pennsylvania@openthebooks.com

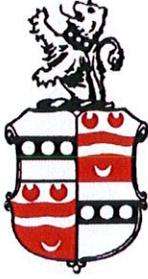
Sincerely,

Nicole Mijares

American Transparency

P.O. Box 970999

Boca Raton, FL 33497-0999



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

Blanda E. Nace

TOWNSHIP MANAGER

Benjamin B. Marchant

September 29, 2017

Ms. Nicole Mijares
American Transparency
P.O. Box 970999
Boca Raton, FL 33497-0999

Re: **RIGHT-TO-KNOW REQUEST – Vendor Payments**

Dear Ms. Mijares,

Thank you for writing to Springettsbury Township with your request for information related to vendor payment records for calendar or fiscal year 2016.

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 October 29, 2017.

- The extent or nature of the request precludes a response within the required time period.

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

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

Very truly yours,


Abegale Gibb
Right to Know Officer

File: Right-to-Know 481



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
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Wastewater Treatment Facility
3501 North Sherman Street
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Kathleen A. Phan
Assistant Secretary/Treasurer

William H. Schenck, III

Blanda E. Nace

TOWNSHIP MANAGER

Benjamin B. Marchant

October 25, 2017

Ms. Nicole Mijares
American Transparency
P.O. Box 970999
Boca Raton, FL 33497-0999

Re: **RIGHT-TO-KNOW REQUEST – Vendor Payments**

Dear Ms. Mijares,

Thank you for writing to Springettsbury Township with your request for information related to vendor payment records for calendar or fiscal year 2016.

Available records are included with this response electronically.

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.

Thank you,

Abegale Gibb
Right to Know Officer

File: Right-to-Know 481