

ATK-25



**pennsylvania**  
OFFICE OF OPEN RECORDS

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

DATE REQUESTED: 2/19/2010

REQUEST SUBMITTED BY: Email

NAME OF REQUESTER: Steven Simone

STREET ADDRESS: 524 E. Lancaster Avenue, #601

CITY/STATE/COUNTY/ZIP(Required): Shillington, PA 19607 (Berks)

TELEPHONE (Optional) [REDACTED] fx [REDACTED]

**RECORDS REQUESTED:**

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

***Request copies of certified payroll records submitted by Gettle, Inc. for their work on the BNR improvement project.***

**DO YOU WANT COPIES? Yes (emailed if possible)**

**DO YOU WANT TO INSPECT THE RECORDS? NO**

**DO YOU WANT CERTIFIED COPIES OF RECORDS? NO**

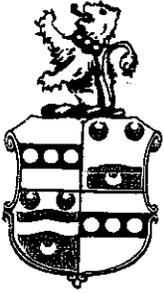
***FOR AGENCY USE ONLY***

**RIGHT TO KNOW OFFICER:**

**DATE RECEIVED BY THE AGENCY:** 2/19/10

**AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE:** 2/26/2010

*\*\*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.)*



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 & FIRE EMERGENCIES - DIAL 911  
RECREATION OFFICE: (717) 505-0406

WASTEWATER TREATMENT FACILITY  
3501 NORTH SHERMAN STREET  
(717) 757-3521 FAX: (717) 840-0680

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SECRETARY

February 23, 2010

Mr. Steven Simone  
524 E. Lancaster Avenue, #601  
Shillington, PA 19607

Re: **RIGHT-TO-KNOW REQUEST**  
**Certified Payroll Records, Gettle Inc.**

Dear Mr. Simone,

Thank you for writing to Springettsbury Township with your request for information in regards to copies of certified payroll records submitted by Gettle, Inc. for their work on the BNR improvement project.

The information you requested, period 5/11/09 through 12/20/09, is available for pick up from the Township Municipal Building or via mail. The cost of the copy of the documents is \$19.00 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$3.26, for a total cost of \$22.26.

The document can be picked up or mailed upon receipt of payment by Springettsbury Township. You may contact Mrs. Dori Bowders, Manager of Administrative Operations, at 717-757-3521 to schedule a time to pick up the document.

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

Very truly yours,

John J. Holman  
Township Manager

/jjh

File: Right-to-Know