

RTK-44



**pennsylvania**  
OFFICE OF OPEN RECORDS



**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: 8/18/2010

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

NAME OF REQUESTOR: Jeff Frantz

STREET ADDRESS: 1891 Loucks Rd

CITY/STATE/COUNTY (Required): York, PA 17408-9708

TELEPHONE (Optional): [REDACTED]

**RECORDS REQUESTED:**

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

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:

AGENCY FIVE (5)-DAY RESPONSE DUE:

*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

Holman, John

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**From:** Jeff Frantz [REDACTED]  
**Sent:** Wednesday, August 18, 2010 10:35 AM  
**To:** Holman, John  
**Subject:** Right-to-Know request

Aug. 18, 2010

John Holman, Springettsbury Township Right-to-Know Officer,

In accordance with Pennsylvania's Right-to-Know law, I would like copies of the application, resume, contract, salary, and performance reviews of Community Development officer James Baugh. I would also like copies of any disciplinary review conducted by the township regarding the April 26 incident for which Mr. Baugh was convicted of harassment. I would like any correspondence, e-mails or memos, written or received by township officials regarding Mr. Baugh and/or this incident. I would also like copies of Mr. Baugh's correspondence with township residents from April 26 to May 26.

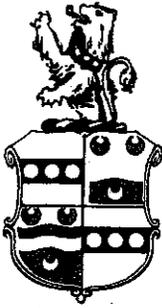
In addition, I would like a copy of the job ad posted before Mr. Baugh was hired and the applications of anyone else that applied for the Community Development officer position currently held by Mr. Baugh

If in your review, you determine that parts of some records are not public, I would still like copies of the parts deemed public.

I can be reached at [REDACTED] or [REDACTED]

Thank you,

Jeff Frantz



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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## TOWNSHIP MANAGER

JOHN J. HOLMAN  
SECRETARY

August 25, 2010

Mr. Jeff Frantz  
1891 Laucks Rd.  
York, PA 17408-9708

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

Dear Mr. Frantz,

Thank you for writing to Springettsbury Township with your request for information pursuant to the Pennsylvania Right-To-Know law.

On August 18, 2010, you requested:

"I would like copies of the application, resume, contract, salary, and performance reviews of Community Development officer James Baugh. I would also like copies of any disciplinary review conducted by the township regarding the April 26 incident for which Mr. Baugh was convicted of harassment. I would like any correspondence, e-mails or memos, written or received by township officials regarding Mr. Baugh and/or this incident. I would also like copies of Mr. Baugh's correspondence with township residents from April 26 to May 26.

In addition, I would like a copy of the job ad posted before Mr. Baugh was hired and the applications of anyone else that applied for the Community Development officer position currently held by Mr. Baugh."

Your request is approved in part and denied in part in accordance with the right to know statute as follows:

Resume and Application are enclosed with redactions in accordance with the Right to Know Statute: Personal identification information 708 (b) (6) (i) (A).  
708 (b) (7).

Employment Contract: Request is denied as no employment contract exists.

Salary: \$62,000 per annum.

Performance Reviews: Denied in accordance with section 708 (b) (7) (ii).

Disciplinary Reviews: Denied in accordance with section 708 (b) (7) (viii).

Correspondence, e-mails or memos, written or received by township officials regarding Mr. Baugh and/or this incident: Denied in accordance with section 708 (b) (17) (ii) and 708 (b) (7) (vi) (vii) (viii).

Copies of Mr. Baugh's correspondence with township residents from April 26 to May 26:

This request is vague and needs to be clarified. To the extent that any correspondence may relate to a noncriminal investigation, then the information would be denied in accordance with 708 (b) (17).

Job Ad: Request is denied as no job ad exists.

Applications of anyone else that applied for the Community Development Position:

Denied in accordance with 708 (b) (7) (iv).

The cost of the copy of the documents is \$2.75 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$0.78, for a total cost of \$3.53.

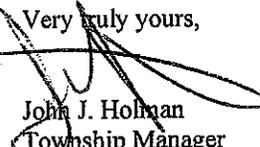
The documents can be picked up or mailed upon receipt of payment to Springettsbury Township. You may contact Mrs. Dori Bowders, Manager of Administrative Operations, at 717-757-3521 to schedule a time to pick up the documents.

You have a right to appeal this 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.

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. If you have further questions, please call John Holman, Township Manager. 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,



John J. Holman  
Township Manager

File: Right-to-Know