

RTK-00
RTK 55



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: February 15, 2011

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

NAME OF REQUESTOR: Stacey R. MacNeal

STREET ADDRESS: 345 East Market Street

CITY/STATE/COUNTY (Required): York, PA 17403 (York County)

TELEPHONE (Optional): [REDACTED]

RECORDS REQUESTED:

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

Copies of all invoices from First Capital Engineering related to Subdivision and Land Development Plans in Springettsbury Township for 2010 and 2011.

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

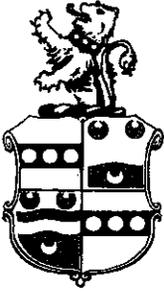
DATE RECEIVED BY THE AGENCY: 2/15/2011

AGENCY FIVE (5)-DAY RESPONSE DUE: 2/22/2011

***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

RTK-55



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

BOARD OF SUPERVISORS

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TOWNSHIP MANAGER

JOHN J. HOLMAN
SECRETARY

February 17, 2011

Stacey R. MacNeal, Esquire
345 East Market Street
York, PA 17403

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

Dear Ms. MacNeal,

Thank you for writing to Springettsbury Township with your request for information in regards to "Copies of all invoices from First Capital Engineering related to Subdivision and Land Development Plans in Springettsbury Township for 2010 and 2011."

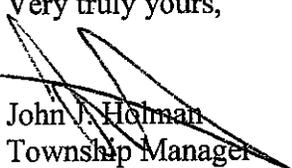
I reviewed the request and an extension of time to respond is required due to the reasons set forth below. The Township anticipates responding to your request no later than March 24, 2010.

- o The extent or nature of the request precludes a response within the required time period.
- o The request requires the retrieval of historic records.

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,


John J. Holman
Township Manager

/jjh

cc: Charles Rausch, Township Solicitor
James Baugh, Director of Community Development

File: Right-to-Know



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1701-1731

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TOWNSHIP MANAGER

JOHN J. HOLMAN
SECRETARY

March 5, 2011

Stacey R. MacNeal, Esquire
345 East Market Street
York, PA 17403

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

Dear Ms. MacNeal,

Springettsbury Township received your request for information in regards to "Copies of all invoices from First Capital Engineering related to Subdivision and Land Development Plans in Springettsbury Township for 2010 and 2011" on February 15, 2011.

I understand, based on our phone conversation of February 15, that you were requesting the billings that applied to escrow accounts only, your request is approved. The cost of reproduction of the documents is \$85.25. Should you request to have the documents mailed you will be required to pay for the cost of postage and handling.

Once payment is received we will have the documents copied and prepared for pick-up.

You may contact Mrs. Dori Bowders, Manager of Administrative Operations, at 717-757-3521 to schedule a time to pick up the documents.

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