

RTK-65



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: 5/7/2011

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

NAME OF REQUESTOR: L.C. Heim

STREET ADDRESS: 345 East Market Street

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

TELEPHONE (Optional): 717-854-5124

RECORDS REQUESTED:

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

Copies of Memorandums or other authorization for ACH or wire transfer from Springettsbury Township or any of its incorporated authorities to First Capital Engineering, Inc. or John Luciani dated April 9, 2007; First Capital Invoices dated on or about March 28, 2007; 173-158A in the amount of \$25,473.67, 308 in the amount of \$3,782.47 and 173-158 in the amount of \$110,234.07

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: 5/13

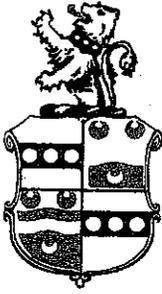
***Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*

30 days June 16th

Questions: please contact the Office of Open Records at (717) 346-9903 or openrecords@state.pa.us

RTK-65

Jack 5/16



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

May 12, 2011

Mr. L.C. Heim
345 East Market Street
York, PA 17403

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

Dear Mr. Heim,

Thank you for writing to Springettsbury Township with your request for information in regards to "Copies of Memorandums or other authorization for ACH or wire transfer from Springettsbury Township or any of its incorporated authorities to First Capital Engineering, Inc. or John Luciani dated April 9, 2007; First Capital Invoices dated on or about March 28, 2007; 173-158A in the amount of \$25,473.67, 308 in the amount of \$3,782.47 and 173-158 in the amount of \$110,234.07."

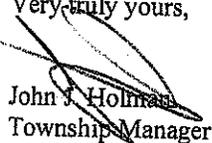
I reviewed the request and an extension of time to respond is required due to the reasons set forth below. The Township anticipates responding to your request no later than June 16, 2011.

- 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,

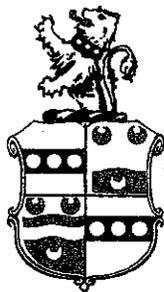

John J. Holman
Township Manager

/jjh

cc: Charles Rausch, Township Solicitor
James Baugh, Director of Community Development
Jack Hadge, Finance Director
Sandy Ratcliffe, Deputy Finance Director

File: Right-to-Know

SPRINGETTSBURY TOWNSHIP



COAT OF ARMS OF SPRINGETT PENN
1701-1731

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: 717-805-0406

Wastewater Treatment Facility
3501 North Sherman Street
717-757-3521 Fax: 717-840-0680

BOARD OF SUPERVISORS

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Julle A. Landis
Assistant Secretary/Treasurer

TOWNSHIP MANAGER

John J. Holman
Secretary

June 6, 2011

L. C. Heim, Esquire
345 East Market Street
York, PA 17403

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

Dear Mr. Heim,

Springettsbury Township received your request for information in regards to "Copies of Memorandums or other authorization for ACH or wire transfer from Springettsbury Township or any of its incorporated authorities to First Capital Engineering, Inc. or John Luciani dated April 9, 2007; First Capital Invoices dated on or about March 28, 2007; 173-158A in the amount of \$25,473.67, 308 in the amount of \$3,782.47 and 173-158 in the amount of \$110,234.07."

Your request is approved. The cost of the copy of the documents is \$6.50 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$1.68 for a total cost of \$8.18.

The documents can be picked up or mailed upon receipt of payment to Springettsbury Township. You may contact Ms. Teri Gilfillan, at 717-757-3521, to schedule a time to pick up the documents.

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

/jjh

cc: Charles Rausch, Township Solicitor
Sandy Ratcliffe, Deputy Finance Director
Teri Gilfillan, Grants and Public Relations/Events Specialist

File: Right-to-Know