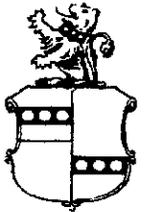


RTK 144



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: September 18, 2012
REQUEST SUBMITTED BY: E-MAIL U.S. MAIL FAX IN-PERSON
NAME OF REQUESTOR: David G. Trott
STREET ADDRESS: 3360 Druck Valley Rd.
CITY/STATE/COUNTY (Required): York, PA 17406
TELEPHONE (Optional): [REDACTED]

RECORDS REQUESTED:

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

1. Monetary amount paid to John Holman for moving expenses at the time of employment. Please include a breakdown of specific items of reimbursement.

2. Monetary amount paid to Thomas Hyers for moving expenses at the time of employment. Please include a breakdown of specific items of reimbursement.

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

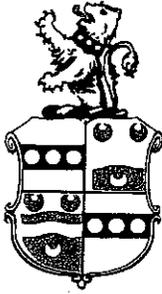
RIGHT TO KNOW OFFICER: **JOHN J. HOLMAN, TOWNSHIP MANAGER/SECRETARY**
john.holman@springettsbury.com

DATE RECEIVED BY THE AGENCY: 7/18/12
AGENCY FIVE (5)-DAY RESPONSE DUE: 9/25/12



***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



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

William H. Schenck, III
Chairman

Donald P. Bishop
Vice Chairman

Michael R. Bowman
Assistant Secretary/Treasurer

George M. Dvoryak

Julie A. Landis

TOWNSHIP MANAGER

John J. Holman
Secretary/Treasurer

September 24, 2012

Mr. David G. Trott
3360 Druck Valley Road
York, PA 17406

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

Dear Mr. Trott,

Thank you for writing to Springettsbury Township with your request for information in regards to:

1. Monetary amount paid to John Holman for moving expenses at the time of employment. Please include a breakdown of specific items of reimbursement.
2. Monetary amount paid to Thomas Hyers for moving expenses at the time of employment. Please include a breakdown of specific items of reimbursement.

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 October 25, 2012.

- 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.
- o Timely response to the access cannot be accomplished due to bona fide and specified staffing limitations.

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.

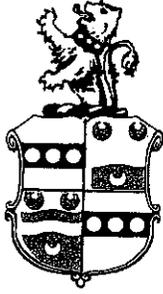
Very truly yours,

John J. Holman, ICMA-CM
Township Manager

/jjh

cc: Charles Rausch, Township Solicitor

File: ~~Right-to-Know~~



COAT OF ARMS OF SPRINGETT PENN
1701-1731

SPRINGETTSBURY TOWNSHIP

1501 Mt. Zion Road
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Julie A. Landis

TOWNSHIP MANAGER

John J. Holman
Secretary/Treasurer

October 23, 2012

Mr. David G. Trott
3360 Druck Valley Road
York, PA 17406

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

Dear Mr. Trott,

Thank you for writing to Springettsbury Township with your request for information.

Request #1.

Your request stated: Monetary amount paid to John Holman for moving expenses at the time of employment. Please include a breakdown of specific items of reimbursement.

Approved in Part and Denied in Part:

Approved: Monetary Amount Paid (1 page).

Denied: Breakdown of specific items of reimbursement – No record on file with the Township. Records were disposed of in accordance with Municipal Records Manual as authorized under Act 428 of 1968.

Request #2.

Your request stated: Monetary amount paid to Thomas Hyers for moving expenses at the time of employment. Please include a breakdown of specific items of reimbursement.

Request denied. No reimbursement requests have been received as of October 23, 2012. No records related to your request are on file with the Township.

The cost of the copy of the documents is 1 page @ \$0.25 per page, or \$0.25 if picked up from the municipal office. Should you wish to have the information mailed, the additional cost is \$.45 for a total cost of \$.70.

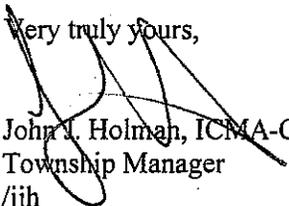
The documents can be picked up or mailed upon receipt of payment to Springettsbury Township. You may contact Ms. Dori Bowders, at 717-757-3521, to schedule a time to pick up the documents.

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, 4th 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.

Please be advised that this correspondence will serve to close this record with our office as permitted by law.

Very truly yours,


John L. Holman, ICMA-CM
Township Manager

/jjh

cc: Charles Rausch, Township Solicitor

File: Right-to-Know

Invoice

Document 9303
Invoice 9303
Year/per 2003 9
Type 1 Invoice

Vendor 1330 Remit
Name JOHN J. HOLMAN
Terms

Address Remits

Cash Account 10000 01010 Cash - Gen

PO

Contract

Gross amt 6,000.00
Disc date
Disc basis .00
Disc percent .000
Net amount 6,000.00

Payment meth N Normal
Check no 40764
Check date 09/15/2003

Desc TWP MANAGER-MOVING EXP.
Status P Paid
Voucher 28745
Warrant GF091503
Inv date 09/03/2003
Due date 10/03/2003
Work Order/Task
Dept/Loc

- Separate check
- Include documentation
- PA applied