

RTK-153



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: 11/1/2012
REQUEST SUBMITTED BY: E-MAIL U.S. MAIL FAX IN-PERSON
NAME OF REQUESTOR: Julie Landers
STREET ADDRESS: _____
CITY/STATE/COUNTY (Required): _____
TELEPHONE (Optional): _____

RECORDS REQUESTED:

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

DO YOU WANT COPIES? YES or NO Electronic

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

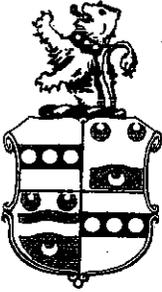
DATE RECEIVED BY THE AGENCY: 11/1/2012

AGENCY FIVE (5)-DAY RESPONSE DUE: 11/8/2012

***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

30 Dec 12/12



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
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Assistant Secretary/Treasurer

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Julie A. Landis

TOWNSHIP MANAGER

John J. Holman
Secretary/Treasurer

November 7, 2012

Ms. Julie Landis
3360 Druck Valley Rd.
York, PA 17406

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

Dear Ms. Landis,

Springettsbury Township received your request for the BOS tape for the work session meeting of October 31, 2012 on November 1, 2012.

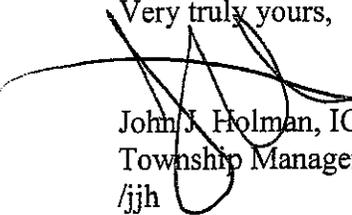
Your request is approved. The cost of the disc with the electronic file is \$10.00. Should you wish to have the information mailed, the additional cost is \$0.45 cents for a total cost of \$10.45.

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 inspect 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, ICMA-CM
Township Manager

/jjh

cc: Charles Rausch, Township Solicitor
Dori Bowders, Manager of Administrative Operations

File: Right-to-Know