



RTK-611



### Standard Right-to-Know Law Request Form

Good communication is vital in the RTKL process. Complete this form thoroughly and retain a copy; it is required should an appeal be necessary. You have 15 business days to appeal after a request is denied or deemed denied.

SUBMITTED TO AGENCY NAME: Springettsbury Township abby.gibb@springettsbury.com (Attn: AORO)  
Attn: Abby Gibb

Date of Request: June 6, 2019 Submitted via:  Email  U.S. Mail  Fax  In Person

**PERSON MAKING REQUEST:**

Name: Christopher Dornblaser Company (if applicable): York Dispatch

Mailing Address: 1891 Loucks Road

City: York State: PA Zip: 17408 Email: [REDACTED]

Telephone: [REDACTED] Fax: 717-843-2814

How do you prefer to be contacted if the agency has questions?  Telephone  Email  U.S. Mail

**RECORDS REQUESTED:** *Be clear and concise. Provide as much specific detail as possible, ideally including subject matter, time frame, and type of record or party names. Use additional sheets if necessary. RTKL requests should seek records, not ask questions. Requesters are not required to explain why the records are sought or the intended use of the records unless otherwise required by law.*

I am requesting the numbers for Springettsbury Township Police, including total spending, healthcare costs, pension costs and salaries from 2008 and 2018. Just those two years.

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**DO YOU WANT COPIES?**  Yes, electronic copies preferred if available  
 Yes, printed copies preferred  
 No, in-person inspection of records preferred (*may request copies later*)

Do you want certified copies?  Yes (*may be subject to additional costs*)  No  
*RTKL requests may require payment or prepayment of fees. See the Official RTKL Fee Schedule for more details.*

Please notify me if fees associated with this request will be more than  \$100 (or)  \$\_\_\_\_\_.

**ITEMS BELOW THIS LINE FOR AGENCY USE ONLY**

Tracking: RTK- 611 Date Received: 6/6/19 Response Due (5 bus. days): 6/13/19

30-Day Ext.?  Yes  No (If Yes, Final Due Date: 7/13/19) Actual Response Date: \_\_\_\_\_

Request was:  Granted  Partially Granted & Denied  Denied Cost to Requester: \$\_\_\_\_\_

Appropriate third parties notified and given an opportunity to object to the release of requested records.

NOTE: In most cases, a completed RTKL request form is a public record.  
More information about the RTKL is available at <https://www.openrecords.pa.gov>

Form updated Nov. 27, 2018



CREST OF SPRINGETTSBURY  
INCORPORATED 1891

# 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

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## TOWNSHIP MANAGER

Benjamin B. Marchant

June 11, 2019

Mr. Christopher Dornblaser  
York Dispatch  
1891 Loucks Road  
York, PA 17408

Re: **RIGHT-TO-KNOW REQUEST – Police Department Budget**

Dear Mr. Dornblaser,

Thank you for writing to Springettsbury Township with your request for the following information: "I am requesting the numbers for Springettsbury Township Police, including total spending, healthcare costs, pension costs and salaries from 2008 and 2018. Just those two years."

The information requested is available on the Township's website, [www.springettsbury.com](http://www.springettsbury.com), under Budgets & Financials. The 2008 Actual totals can be found under "2010" in the document titled, "2010 Adopted Budget by the Board of Supervisors." The 2018 Actual totals can be found under "2019" in the document titled, "2019 Adopted Budget Book."

*Pennsylvania Right To Know Law, Act 3 of 2008 Section 704. Electronic Access: (b) (1) In addition to the requirements of section 701, an agency may respond to a request by notifying the requester that the record is available through publicly accessible electronic means or that the agency will provide access to inspect the record electronically. (b) (2) If the requester is unwilling or unable to access the record electronically, the requester may, within 30 days of following receipt of the agency notification, submit a written request to the agency to have the record converted to paper. The agency shall provide access to the record in printed form within five days of the receipt of the written request for conversion to paper.*

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.

Thank you,

Abigail Gibb

Right to Know Officer

File: Right-to-Know 611