



pennsylvania

OFFICE OF OPEN RECORDS

STANDARD RIGHT-TO-KNOW REQUEST FORM

RTK 698

DATE REQUESTED: 8/6/2020

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

REQUEST SUBMITTED TO (Agency name & address): Springettsbury Township

NAME OF REQUESTER: Janis Farese

STREET ADDRESS: P.O. Box 970999

CITY/STATE/COUNTY/ZIP (Required): Boca Raton, FL 33497-0999

TELEPHONE (Optional): _____ EMAIL (Optional): _____

RECORDS REQUESTED: **Provide as much specific detail as possible so the agency can identify can identify the information. Please use additional sheets if necessary*

Please see attachment "Right to know request text".

DO YOU WANT COPIES? YES OR NO

DO YOU WANT TO INSPECT THE RECORDS? YES OR NO

DO YOU WANT TO CERTIFIED COPIES OF RECORDS? YES OR NO

**** PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES ****
**** IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL ****

RTK 698

FOR AGENCY USE ONLY

RIGHT TO KNOW OFFICER: A.G:bb

DATE RECEIVED BY THE AGENCY: 8/6/2020

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 8/13/2020

30 Day Response Due: 9/12/2020

****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 of the information unless otherwise required by law. (Section 703.)**

Gibb, Abby

RJK698

From: [REDACTED]
Sent: Thursday, August 6, 2020 2:34 PM
To: Gibb, Abby
Subject: New Right to Know - Springettsbury Township submitted on 08/06/2020
Attachments: Standard Right-To-Know Request Form.pdf

CAUTION: External message!

08/06/2020

Abegale Gibb,

Pursuant to the Right to Know, this is a request for **an electronic copy of all payment transactions for fiscal year 2019**. This could be considered one of the following reports: *Vendor Payment Checkbook Report, Checkbook Register, Expenditure Data, Transactional Detail Payments, Online Checkbook, or Disbursements*. Here is an online example from the City of Philadelphia, Pennsylvania (<https://data.phila.gov/visualizations/payments>). We would accept any existing report which contains a minimum of the Payee Name, Amount and Date of each transaction.

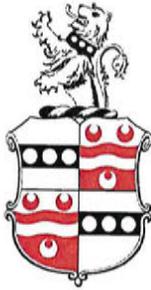
The principal purpose of this is to make this information more accessible to the public and to disseminate information regarding the health, safety, and welfare of the general public. This request is not for personal or commercial benefit and we are exercising the general rights of the public. For this reason we are requesting a waiver of fees.

If there is a fee for this data, please obtain my approval in writing prior to proceeding with this request. All documents can be e-mailed to [REDACTED]. We would prefer a file format of csv or xlsx.

If any records or portions of records are withheld, please provide the exemption and the name of the individual responsible for the decision.

Thank you for your prompt consideration of my request. If you have any questions, or if I can be of any assistance, please e-mail me at [REDACTED].

Sincerely,
Janis Farese
American Transparency
P.O. Box 970999
Boca Raton, FL 33497-0999



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

Mark M. Swomley
Chairman

George M. Dvoryak
Vice Chairman

Charles A. Wurster
Assistant Secretary/Treasurer

Donald P. Bishop

Robert F. Cox

August 13, 2020

Janis Farese
American Transparency
P.O. Box 970999
Boca Raton, FL 33497-0999

Re: **RIGHT-TO-KNOW REQUEST – Payment Transactions**

Dear Janis Farese,

Thank you for writing to Springettsbury Township with your request for: "...An electronic copy of all payment transactions for the fiscal year 2019."

I have 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 September 12, 2020.

- The extent or nature of the request precludes a response within the required time period.
- Timely response to the access cannot be accomplished due to bona fide and specified staffing limitations.

At this time there are no anticipated fees associated with your request. You will be advised of any fees required upon the complete review of available records.

Thank you,

Abegale Gibb
Right to Know Officer

File: Right-to-Know 698



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Vice Chairman

Charles A. Wurster
Assistant Secretary/Treasurer

Donald P. Bishop

Robert F. Cox

September 9, 2020

Janis Farese
American Transparency
P.O. Box 970999
Boca Raton, FL 33497-0999

Re: **RIGHT-TO-KNOW REQUEST – Payment Transactions**

Dear Janis Farese,

Thank you for writing to Springettsbury Township with your request for: "...An electronic copy of all payment transactions for the fiscal year 2019."

The request for information is approved and available records are included with this response, sent electronically via email.

Please be advised, the record is provided in the way it currently exists, per *Pennsylvania Right to Know Law Act 3 of 2008: Section 705: Creation of record. When responding to a request for access, an agency shall not be required to create a record which does not currently exist or to compile, maintain, format or organize a record in a manner in which the agency does not currently compile, maintain, format or organize the record.*

You have a right to appeal this response, in writing to Erik Arneson, Executive Director, Office of Open Records, 333 Market Street, 16th Floor, Harrisburg, PA 17101-2234

If you choose to file an appeal, you must do so within fifteen (15) business days of the mailing date of the agency's response, as outlined in Section 1101 of the Right-To-Know Law.

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,

Abegale Gibb
Right to Know Officer
File: Right-to-Know 698