



RTK 551

# pennsylvania

OFFICE OF OPEN RECORDS

## STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: 7/24/18

REQUEST SUBMITTED BY:

E-MAIL

U.S. MAIL

FAX

IN-PERSON

NAME OF REQUESTOR : Eckert Seamans Cherin & Mellott, LLC

STREET ADDRESS : 213 Market Street, 8<sup>th</sup> Floor

CITY/STATE/COUNTY (Required): Harrisburg, PA 17101

TELEPHONE (Optional): Denise [REDACTED]

### RECORDS REQUESTED:

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

- 1 • Current Collective Bargaining Agreement for Police Officers
- 2 • If not provided in Contract, starting hourly rate and 5 year (full) salary for Police Officers
- 3 • Seniority list (number of years) and average salary of current officers
- 4 • Number of current full time officers
- 5 • Health insurance Plan Summary Document
- 6 • General Fund Budget
- 7 • Assessed Taxable Valuation of municipality
- 8 • Annual Municipal Taxes

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: AGibh

DATE RECEIVED BY THE AGENCY: 7/24/18

AGENCY FIVE (5)-DAY RESPONSE DUE: 7/31/18

30 Day Response Due: 8/30/18

*\*\*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.)*

# 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: 717-505-0406

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

Kathleen A. Phan  
Assistant Secretary/Treasurer

Blanda E. Nace

Charles A. Wurster

## TOWNSHIP MANAGER

Benjamin B. Marchant

July 31, 2018

Ms. Denise Kline  
Eckert Seamans Cherin & Mellott, LLC  
213 Market Street, 8<sup>th</sup> Floor  
Harrisburg, PA 17101

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

Dear Ms. Kline,

Thank you for writing to Springettsbury Township with your request for:

1. Current Collective Bargaining Agreement for Police Officers
2. If not provided in Contract, starting hourly rate and 5-year (full) salary for Police Officers
3. Seniority list (number of years) and average salary of current officers
4. Number of current full-time officers
5. Health insurance Plan Summary Document
6. General Fund Budget
7. Assessed Taxable Valuation of municipality
8. Annual Municipal Taxes

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 August 30, 2018.

- 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 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 551



COAT OF ARMS OF SPRINGETT PENN  
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Assistant Secretary/Treasurer

Blanda E. Nace

Charles A. Wurster

## TOWNSHIP MANAGER

Benjamin B. Marchant

August 22, 2018

Ms. Denise Kline  
Eckert Seamans Cherin & Mellott, LLC  
213 Market Street, 8<sup>th</sup> Floor  
Harrisburg, PA 17101

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

Dear Ms. Kline,

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

Your request is approved.

1. **Current Collective Bargaining Agreement for Police Officers**

This information is available on the Township's website, [www.springettsbury.com](http://www.springettsbury.com). From the Township's homepage, navigate to the left column and hover cursor over "Document e-Library." When the menu box appears click on "Collective Bargaining Agreements" and then click the link for the document titled "Police Collective Bargaining Agreement (2017-2020).

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.

2. **If not provided in Contract, starting hourly rate and 5-year (full) salary for Police Officers**

This information is available in the contract which can be found on the Township's website, [www.springettsbury.com](http://www.springettsbury.com).

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.

3. Seniority list (number of years) and average salary of current officers
  - a. A list of seniority is included with this response.
  - b. The Township does not maintain an average salary of current officers. This record does not exist and 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.*
4. Number of current full-time officers
  - a. As of July 31, the Township has 31 full time officers.
5. Health insurance Plan Summary Document
  - a. Included with this response.
6. General Fund Budget
  - a. See Table:

General Fund Expenditures	Budget Expenditures	General Fund Revenues	Budget Revenues
Board of Supervisors	32,848	Real Estate Taxes	-3,542,000
Manager's Office	776,425	Other Taxes	-7,785,000
Finance Department	397,604	Licenses and Permits	-449,000
Tax Collection	24,760	Non-Business Licenses & Permi	-5,500
Professional Services	105,000	Violations and Fines	-213,000
Management Information System	304,891	Use of Money and Property	-20,000
Police Department	5,712,924	Rental of Buildings/Land	-5,000
Fire Department	2,303,546	Intergovernmental Revenues	-60,000
Emergency Medical Services	42,931	Intergovernmental Revenues	-540,800
Community Development Dept.	1,121,672	Intergovernmental Revenues	-115,000
Public Works General Services	1,018,108	Intergovernmental Revenues	-92,500
Street Cleaning	61,000	Community Development Dept	-258,500
Snow and Ice Removal	40,500	Police Department	-50,000
Traffic: Signs & Lines	23,500	Public Works Department	-14,500
Sidewalks and Crubs	4,000	Waste Collection	-490,000
Storm Sewers	26,000	Fire Department	-60,000
Highways: Maintenance & Repr	141,500	Parks & Recreation	-231,000
Township Buildings	210,100	Miscellaneous Revenue	-5,000
Parks Maintenance	165,500	Other Financing Sources	0
Parks & Recreation Dept.	527,070	Insurance Proceeds	-225,000
Contributions	37,000	Other Financing Sources	-25,000
Fixed/Sundry-Insurance	302,409	Use of Fund Balance	98,103
Fixed/Sundry-Employee Ben.	0		
Other	42,460		
Interfund Operating Transfer	666,950		
Total General Fund Expenditure:	14,088,697	Total General Fund Revenue	-14,088,697

7. Assessed Taxable Valuation of municipality
  - a. Central York School District: \$1,449,724,354 (As of May 1, 2018)
  - b. York Suburban School District: \$879,066,758 (As of May 1, 2018)
8. Annual Municipal Taxes

- a. Central York School District (As of January 1, 2018)
  - i. Discount Amount: \$2,111,334.50
  - ii. Face Amount: \$2,154,423.57
  - iii. Penalty Amount: \$2,369,868.62
- b. York Suburban School District (As of January 1, 2018)
  - i. Discount Amount: \$1,397,207.73
  - ii. Face Amount: \$1,425,722.56
  - iii. Penalty Amount: \$1,568,296.13

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 551