

Donegal Township



34 North Liberty Street • P.O. Box 310 • West Alexander, PA 15376
Telephone: 724-484-4017 • Fa.x: 724-484-4029

RTKL Response: Request Denied

Right-To-Know Response

Date : April 8, 2024

Requester: Kathleen Gilmore

Email Address: kgilmore49.kg@gmail.com

Dear Kathy:

Thank you for writing to Donegal Township, Washington County, to request records pursuant to Pennsylvania's Right-to-Know Law ("RTKL"), 65 P.S. §§ 65.707.8

On March 4, 2024, you requested :

I am requesting to come into the office and make my own copies of all grievances forms submitted by the Union against the Township for the Road department and the Police department.

I am also requesting any and all invoices from any law firm(s) listing grievance(s), union, contract work for both departments

Your request is denied for the following reasons, as permitted by the RTKL.

Records that are exempt from disclosure by law have been withheld pursuant to the RTKL. Records related to collective-bargaining strategy or negotiations and exhibits and transcripts in arbitration cases involving collective-bargaining disputes or grievances. Final contracts and arbitration awards are public.

The withheld information is exempt from disclosure under 65 P.S. §§ 65.707.8 related to grievances. The law firm invoices is denied as duplicated requests which Donegal Township provided you on April 2, 2024 and again on April 5, 2024.

choose to file an appeal, third parties with a direct interest in these records will be notified and have the opportunity to participate in that appeal.

You have a right to appeal this denial in writing to: Office of Open Records, 333 Market St., 16th Floor, Harrisburg, PA 17101-2234. Appeals can also be filed online at the Office of Open Records website, <https://www.openrecords.pa.gov>.

If you choose to file an appeal you must do so within 15 business days of the mailing date of the agency's response. See 65 P.S. § 67.1101. Please note that a copy of your original Right-to-Know request, the agency's extension notice (if applicable), and this denial letter should be included when filing an appeal. More information about how to file an appeal under the Right-to-Know Law is available at the Office of Open Records website, <https://www.openrecords.pa.gov>.

If you have additional questions, please contact Jamie Schaller.

Respectfully,
Donegal Township
Jamie Schaller
Right-to-Know Officer



pennsylvania
OFFICE OF OPEN RECORDS

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: Donegal Township Right To Know Officer (Attn: AORO)

Date of Request: 3/4/2024 Submitted via: ☒ Email ☐ U.S. Mail ☐ Fax ☐ In Person

PERSON MAKING REQUEST:

Name: Kathleen Gilmore Company (if applicable): _____

Mailing Address: 22 Longview Lane

City: Claysville State: PA Zip: 15323 Email: kgilmore49.kg@gmail.com

Telephone: 724-470-5199 Fax: _____

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 to come into the office and make my own copies of all grievances forms submitted by the Union against the Township for the Road department and the Police department.

I am also requesting any and all invoices from any law firm(s) listing grievance(s), union, contract work for both departments

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: _____ Date Received: _____ Response Due (5 bus. days): _____

30-Day Ext.? ☐ Yes ☐ No (If Yes, Final Due Date: _____) 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