pennsylvania

OFFICE OF OPEN RECORDS

**STANDARD RIGHT-TO-KNOW REQUEST FORM**

**DATE REQUESTED:** 7/22/11

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

**REQUEST SUBMITTED TO (Agency name & address):** worcester township 1721 valley forge rd p.o.box worcester pa 19490

**NAME OF REQUESTER :** jim mollick

**STREET ADDRESS.** _____

**CITY/STATE/COUNTY/ZIP(Required).** _____

**TELEPHONE (Optional):** _____ **EMAIL (optional):** _____

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

see attached

**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

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

***FOR AGENCY USE ONLY***

**RIGHT TO KNOW OFFICER:**

**DATE RECEIVED BY THE AGENCY:**

**AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE:**

***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.)*

**From:** jim
**Sent:** Friday, July 22, 2011 11:54 AM
**To:** manager@worcestertwp.com
**Cc:** ekriebel@worcestertwp.com
**Subject:** RTK request

RTK Officer,

1. **I would like to review and have copies of any and or all notes, memorandum, electronic communications and/or storage, faxes, recordings and the "secret files" that were being kept by Township Manager David Burman regarding any possible questionable activities, decisions, actions and/or instructions of the Board of Supervisors collectively and or individually for the past 3 years or since Mr. Burman started keeping this secret file.**
2. I would like to review and have copies of any and or all notes, memorandum, electronic communications and/or storage, faxes, recordings and the "secret files" that were being kept by Township Manager David Burman regarding any possible questionable activities, decisions and/or actions regarding Township staff for the past 3 years or since Mr. Burman started keeping this secret file.
3. I would like to review the "secret files" being kept by Township Manager David Burman concerning the conduct of Township business and/or activities involving the Board of Supervisors collectively and or individually and how their conduct may have been negatively impacting the taxpayers of Worcester Township.
4. I would like to review the "secret files" being kept by Township Manager David Burman concerning the conduct of Township business and/or activities involving Township staff collectively and or individually and how their conduct may have been negatively impacting the taxpayers of Worcester Township.
5. I would like to have copies of the following audio recordings, uncut, unedited and in their entirety of the following meetings; 5/18/11, 6/6/11, 6/15/11, and 7/5/11.

   Please advise if any of this information has been destroyed, since I have called Mr. Burman in advance of this request to attempt to narrow its scope in an effort to avoid a costly appeal.

If any of the information is available in electronic format, this would be preferable.

Jim Mollick