



RTK Number: 16-1561

pennsylvania
OFFICE OF OPEN RECORDS

**WORCESTER TOWNSHIP, MONTGOMERY COUNTY
STANDARD RIGHT-TO-KNOW REQUEST FORM**

Per State Law: Please allow up to five (5) business days for an agency response.

DATE REQUESTED: 7/8/16

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

YOUR NAME: Jim Miller

YOUR STREET ADDRESS: _____

CITY/STATE/COUNTY (Required): _____

TELEPHONE (Optional): _____ FAX (Optional): _____

E-MAIL ADDRESS (Optional): _____

DESCRIPTION OF RECORDS REQUESTED:
*Provide as much specific detail as possible below so that the agency can identify the records.

See above

HOW I WANT THE RECORDS (Charges may apply):
 PICK UP FAX EMAIL STANDARD MAIL DISC VIEW IN PERSON

I WANT CERTIFIED COPIES OF THE RECORDS (Additional charges apply):
 YES NO

Right to Know Officer,

The following is a request for records made pursuant to the Right to Know Law ("RTKL"). Please be advised, the term "record" and "records" as used is defined under the Right to Know Law ("RTKL") as "Information, regardless of physical form or characteristics, that documents a transaction or activity of an agency and that is created, received or retained pursuant to law or in connection with a transaction, business or activity of the agency. The term includes a document, paper, letter, map, book, tape, photograph, film or sound recording, information stored or maintained electronically and a data-processed or image-processed document."

In light of the foregoing, copies of the following records are requested,

1. Any and/or all Client Billing Summary's for any and/or all work performed by the former and/or current Township Solicitor's Law Firm monthly for the year 2016 from January to date.
2. A copy of any and/or all "significant historic reports" referenced in No. 5 of the "User Questionnaire" by F. Lee Mangan and provided by the Township Solicitor to the Manko Firm. See attached email from Mathew Sullivan dated March 4, 2014 with "User Questionnaire".
3. Any and/or all records of communication including but not limited to verbal communications, emails, notes, memos, and/or faxes to and/or from the Worcester Board of Supervisors collectively and/or individually regarding the Township's plan to take the Nike site under the Act 2 program, monthly for the years 2014, 2015 and 2016 to date.
4. Any and/or all records of communication including but not limited to verbal communications, emails, notes, memos, and/or faxes to and/or from the Worcester Board of Supervisors collectively and/or individually and Township Staff including the Township Manager either collectively and/or individually regarding the Township's plan to take the Nike site under the Act 2 program, monthly, for the years 2014, 2015 and 2016 to date.
5. Any and/or all records of communication including but not limited to verbal communications, emails, notes, memos, and/or faxes to and/or from the Worcester Board of Supervisors collectively and/or individually regarding the proposals that were obtained to take the Nike site through the Act 2 program, monthly, for the years 2014, 2015 and 2016 to date.
6. Any and/or all records of communication including but not limited to verbal communications, emails, notes, memos, and/or faxes to and/or from the Worcester Board of Supervisors collectively and/or individually and

Township Staff including the Township Manager either collectively and/or individually regarding the proposals that were obtained to take the Nike site through the Act 2 program, monthly, for the years 2014, 2015 and 2016 to date.

I would like these in electronic format.

Thanks

Jim Mollick



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