



pennsylvania

OFFICE OF OPEN RECORDS

**Right-To-Know Response Form**

Gregg Township  
106 School Street PO BOX 184  
Spring Mills PA 16875  
814-422-8218  
secretary@greggtownship.org

February 1, 2019

Michelle Grove  
PO BOX 253  
Spring Mills PA 16875

Dear Requestor:

This letter acknowledges receipt of your request for access to public records under the Pennsylvania Right-to-Know Law, 65 P.S. §§ 67.101 to 67.3104, as set forth in your Standard Right-to-Know Request Form dated January 7, 2018, requesting the following information:

*Solicitor Bills for work done October-December 2018, Payroll Summary for 2018, Timecards April-December 2018, P&L Reports (All Funds) for 2018, Tax Income Reports for 2018, Zoning Hearing Board Minutes after January 5<sup>th</sup>, 2017, Current Job Descriptions, Old Gregg School Advisory Board Meeting Minutes since October 2<sup>nd</sup>, Current Employee Handbook, OGS Advisory Board Bylaws.*

The request has been granted and all electronic responsive records are attached to this letter. The cost for the non-electronic records will be \$24, and costs shall be paid at or prior to the release of the records. If you choose to inspect the records at the Gregg Township Office, please call me at the contact information provided above at least 24 hours in advance to schedule an appointment for inspection. Please be advised that this correspondence will serve to close this record with our office as permitted by law.

Respectfully,

*Pamela Hackenburg*

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Pamela Hackenburg, Secretary/Treasurer, CGA  
Gregg Township, Centre County  
Right to Know Officer