2017 Right-to-know Request Report

Month	Date Requested	Requester's Name	Documents Requested	Date Fulfilled	Estimated Hours	Resident/Non-Resident
January	1.17.17	Stephen Annan	Resume submitted by Mr. Ken Battin for Township Manager Position.	1.23.17 Granted, emailed resume	0.25	Resident
	1.17.17	Stephen Annan	Provide cost to complete the garage along with the name of institution you borrowed 3.3 million…. The 2016 budget…. How long is the loan for and the interest rate. Chart of account number that includes bit not limited to the 2016 budget with description. 2017 budget overview.	1.23.17 Granted, emailed the lender name and the interest rate	0.75	Resident
	1.17.17	Stephen Annan	All information on Golf Course Accounting decription of debt services 471.10 in 2016 of 21,000 and 2017 for 113,000. debt interest 471.20 in 2016 for 120,513 and 2017 130,159. Reference docs 2016 general fund balance and 2017 buget overview. Description of services for chart of account 439.45 contract paving 2016 320,000 and 2017 335,000.	1.23.17 Granted, emailed the information	1.75	Resident
	1.23.17	Stephen Annan	Provide standard and the ordinance that requires the developer that defines the width of the road. Standards have +/- tolerances what is the township standard	1.23.17 Granted, emailed the information	1.75	Resident

February	2.10.17	Jennifer Ngo	333 Baltimore Pike, date that the site was connected to Public Water and Sewer, when building(s) were constructed, occupants environmental enforcement actions complaints	2.14.17 Granted, she came in and viewed the documents	0.5	Non-Resident
	2.7.17	Lori Van Sickle	Provide all documents, emails, meeting notes, ect. Any and all information that provides proof of the statement that Mr. Connors made about 20,000 in profts from the golf course. Provide a copy of the MA agreement and the financial assets to LGT through this agreement. What revenue is generated annually, what revenues have been realized by LGT to date.	2.14.17 Denied, no documents to support the statements made by BOS Dave Connors or Rich Scott Harper per BOS Meeting 1.3.17	0.25	Non-Resident
	2.21.17	Lori Van Sickle	2016 Year end totals, support documents for statements made during the BOS meetings	2.28.17 Granted the 2016 year end totals. Denied the documents for statements made, no such documents exists.	0.75	Non-Resident
	2.27.17	Tri State Office	Provide a signed lease or rental agreements pertaining to your postage meter and folder/inserter machine if applicable as well as recent invoices for the purchase of supplies.	2.27.17 Granted, sent via snail mail	0.25	Non-Resident

March	3.7.17	Tri State Office	Provide a signed lease or rental agreements pertaining to your postage meter and folder/inserter machine if applicable as well as recent invoices for the purchase of supplies.	3.10.17 Granted, Nothing has changed since last request of 2.27.17	0.25	Non-Resident
	3.12.17	Stephen Annan	Provide provide the Parking letter that was sent to the Sunrise Court Residents January 30, 2009	3.16.17 Granted, Emailed the letters sent to all the residents on Sunrise Court on January 30, 2009	0.25	Resident
	3.12.17	Stephen Annan	Provide the Annual Audit /Findings for Inniscrone Golf Course for 2013/2014/2015/2016.	3.16.17 Granted documents were emailed.	0.75	Resident
	3.12.17	Stephen Annan	Provide the Inniscrone Annual Budget for 2016/2017	3.16.17 Granted documents were emailed.	0.75	Resident
	3.12.17	Stephen Annan	Records of Accidents along State Road.Funding for the State Road Sidewalk Project, Grant request.	3.16.17 Denied request one and two. Request 3 was granted and the grant documentation was emailed.	0.5	Resident
	3.12.17	Stephen Annan	Provide Mr. Bolko's Salary, request organization charts from the Township's third party contractor.	3.16.17 Granted Mr. Bolko's salary. Denied the third party contractor documents do not exist.	0.75	Resident
	3.12.17	Stephen Annan	Provide the 2016/2017 Budget Accounting for funds spent for the Inniscrone Golf Course	3.20.17 Granted documents emailed	0.75	Resident

	3.12.17	Lori Van Sickle	Provide the costs for the golf cart paths repairs. Provide who this expense will be covered by, Township or Heathland? Provide documents, emails, meeting notes, etc. related to the expense associated with the Golf Course as it continues not to provide a profit.	3.20.17 Granted documents emailed	0.75	Non-Resident

	3.20.17	Lori Van Sickle	documents, revisions, drafts, emails between the IGC advisory committee and any and all BOS. There has to be written documents as there were no meetings in 2015. There are NO minutes of agenda for the IGC Advisory Committee but yet there is a revised document. Please provide assestations from all IGC Advisory Committee members that documents their input in the 2015 revision. zProvide author(s) of the 2015 revision. In the revision it notes that the revenues will increase based on more player friendly golf course and investment from the Township- the revenue numbers do not support this statement- provide the return on investment on all these inprovements and the large loan taken out for the golf course improvements. Provide the total amount of money	3.20.17 Granted documents emailed for 2015 revision, 2012 to present for expenses and repairs, total net revenue 2012 to present, year to year documents. The rest of the documents do not exist.	1.25	Non-Resident

	3.12.17	Lori Van Sickle	Provide a list of non golf events. Provide a list and the dates of the events. Provide menues for the events. Provide food cost on all menus to project revenue from these events. Provide list of gift cards for the last quarter. Provide documents, emails, anything and everything related to the approx. 1500.00 loss being reported as of the November meeting. Mr. Bolko reported a profit of 25 K- where did the profit go? Is the BOS asking any qestions related to the financial health of the golf operations. Provide documents that detail Mr. Bolko's full compensation as GM/Superintendent of IGC.	3.20.17 list and dates of events, documents were emailed, menues for events documents do not exist, food cost on all menues to project revenue, documents do not exists, provide the list of gift cards- documents were emailed, 1500.00 loss, documents do not exists, BOS questions about financial health documents do not exists.	0.75	Non-Resident
	3.20.17	Cathy Kerr CIS	Reconstruction of Approx. 2496 square feet of Asphalt Cart paths. Please provide a list of contractors names and their bid amounts	3.23.17 Documents were emailed	0.25	Non-Resident
	3.24.17	Stephen Annan	provide a complete list of Employees working for Heathland Hospitality that includes position, name and salary. Broken down for 2012, 2013, 2014, 2015, 2016 and 2017	3.29.17 Denied Documents do not exists.	0.25	Resident

	3.24.17	Stephen Annan	Provide a list of events that heathland ran at the Club house on the grounds of Inniscrone during the 2012, 2013, 2014, 2015, 2016 a,nd 2017 and the ones that are scheduled. Include date , menu, cost and profit for each event. Include LGT 2016 Christmas party and Liquor Cost	3.29.17 2016 events that were held are provided. All other request are denied as no documents exists.	0.75	Resident
April	4.4.17	Lui Hernandez	Provide outstanding bills/balances/violations regarding Code & Open Permit/Building Violations. Waste and delinquent & current tax year Taxes on 336 Rose Hill Road, west Grove, PA 19390	4.4.17 Emailed the documents that were requested.	0.75	Non-Resident
	4.6.17	Lori Van Sickle	Provide P&L's for inniscrone golf Course operations, January, february and March 2017. Provide a copu of Mr. Bolko's pay compensation per month for January through march 2017. List of 13 golf events that were referenced. List of outings and dates with Deerfield, all contractors, menues and financial information related to Deerfield outings and offsite catering. Provide the financial agreement of all pricing for the events.	4.12.17 P&L's were emailed. All other request were denied as no documents exists.	0.75	Non-Resident

	4.6.17	Ruzziel Montecalvo	Bid tabulations for the Cart Paths at Inniscrone	4.6.17 Documents were emailed	0.5	Non-Resident
	4.13.17	Trisha Frasetto	deatiled copy of the real estate tax collector's monthly report to taxing district submitted to the agency pursuant to 72 P.S. 5511.25 for the month(s) listed below for the 2017 tax year. The DCED report for March	4.13.17 Documents were emailed	0.5	Non-Resident
May	5.4.17	Lori Van Sickle	Provide the Inniscrone Golf Club financial Statements YTD P & L's and Point of Sale	5.10.17 Granted documents were emailed	0.75	Non-Resident
	5.12.17	Gabe Bocchino	records on a property located in West Grove	5.18.17 Granted that no records were found check with Chesco Health Department	0.25	Non-Resident

	5.21.17	Lori Van Sickle	Provide any and all documentation that supports the "Purpose" section on the Township Website in reference to the Golf Course. Itemize dates and times the Golf Committee has consulted with the supervisors from Jan. 1 2016 to present. Provide documentation on the long term developments strategic plan and how that has increased revenues and play. Show how they are monitoring the current operations and financial proformance and any and all reports, documents that support that any of this is taking place. provide the meeting schedule for the golf committee.	5.26.17 Emailed Denied no such documents exist.	0.5	Non-Resident
	5.26.27	Nicole Mijares	Provide an electronic copy of any and all employees for year jof 2016, (fiscal or calendar year). Each employee record should contain the employer name, employer zip code, year of compensation, first name, middle initial, last name hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title. This should be broken down by employer, employee and year.	5.31.17 Granted documents were emailed	0.5	Non-Resident

June	6.7.17	Lori Van Sickle	BOS Meeting Minutes-April 2017 Provide any and all emails from any/all staff member at Deerfield Golf Club, Jeff Robinson, Chris Boos, or any other person at Deerfield demonstrating any and all evidence to this claim and details of the statement. Provied the list for the 13 non-golf events-per Mr. Bolko's statement. Also all financial information pertaining to the non-golf outings, profit and loss, etc. Provide all detailed financial records for IGC April 2017 and May 2017.	6.8.17 Requested and extension in writing to obtain the documents	0.25	Non-Resident
July	7.7.17	Lori Van Sickle	BOS Meeting Minutes-April 2017 Provide any and all emails from any/all staff member at Deerfield Golf Club, Jeff Robinson, Chris Boos, or any other person at Deerfield demonstrating any and all evidence to this claim and details of the statement. Provied the list for the 13 non-golf events-per Mr. Bolko's statement. Also all financial information pertaining to the non-golf outings, profit and loss, etc. Provide all detailed financial records for IGC April 2017 and May 2017.	7.7.17 Filed the extension from last month. All records were granted and attached sent via email.	0.5	Non-Resident

	7.18.17	Trisha Frasetto	Detailed monthly tax collector statement. Provide as much specific detail as possible so the agency can identify information. Accept this letter as our request for a copy of the detailed tax collector's monthly report to taxing district submitted to the agency pursuant to 72 P.S. Section 5511.25 for the months listed for the 2017 tax year. DCED Report. March, April, May, June.	Granted. Documents sent via email 7.25.17	0.5	Non-Resident