

2018 Right-to-know Request Report

| Month | Date Requested | Requester's Name | Documents Requested | Date Fulfilled | Estimated Hours | Resident/Non-Resident |
|-----------------------|-----------------------|-------------------------|---|---|------------------------|------------------------------|
| <u>January</u> | 1/10/2018 | Mia Pappolla | Monthly summary of residential building permits for all new construction houses, renovations or additions issued December 2017. | 1/10/2018 | 0.25 | non-residential |
| | 1/11/2018 | Heather Rose | Name of the Land Management Company that was paid annually by the Township to control invasive plants and plant and manage trees and shrubs in the Hills of Sullivan riparian, stormwater basin and wetland areas. How much were they being paid by the Township annually to perform this work? Full list of invasive plants they were managing, and the species of the trees and shrubs they were planting and managing. | 1/11/2018 Granted response sent via email. | 0.5 | non-residential |

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| | 1/12/2018 | Lori Van Sickle | Provide via email the 2017 complete month by month and year end profit and loss for the entire IGC operation. The 2018 budget for IGC. Customer invoices for each food and beverage function from November and December 2017. Also include profit and loss from each event. new contract agreement for the operation of Inniscrone Golf Course and any documents, emails, meeting notes or any related information that can be provided under the RTK laws where the contract and company were vetted by the golf committee and/or board of supervisors or LGT staff. | 1/12/2018 Granted response sent via email | 0.5 | non-residential |
| February | 2/15/2018 | Mia Pappolla | Monthly summary of residential building permits for all new construction houses, renovations or additions issued January 2018 | 2/15/2018 | 0.25 | non-residential |

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| | 2/25/2018 | Steve Annan | Please provide LGT Law Enforcement Strategic Planning Actions 2017 semi annual report. The reports shall include a list of attendees required and other attendees, recommendations, responsibility for BOS, Township Manager, PS8 LT. in addition include status/comments on review of YTD Data, major incidents, plans going forward. | 2/28/2018 request Denied, no such documents exists. | 0.25 | Res |
| | 2/25/2018 | Steve Annan | On the repairs made on stromdrain in my front yard. There has been numerous attempts to fix the erosion but it keeps leaving a hole. You were going to get back to me regarding rework on drain and have expert dealing with Township drains give you his honest opinion. Pease provide concrete repairs, etc. | 2/28/2018 Extension of time was requested to fulfill the request. | 0.25 | Resident |
| | 2/25/2018 | Steve Annan | Why the Township had a surveyor look into relocating the existing stormwater drain in my front yard to the cul-de-sac. You never responded. The best ofmy knowledge the Township Manager has knowledge of all operations. Please provide what the Township Plans to do with the Stormwater Drain. | 2/28/2018 Extension of time was requested to fulfill the request. | 0.25 | Resident |

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| <i>March</i> | 3/13/2018 | Bobbi Wenk | Please provide supporting ordinance for residential resale use and occupancy inspections, fees for residential resale use and occupancy inspections and inspection criteria/guidelines for residential resale use and occupancy inspections for sellers, buyers and realtors. | 3/14/2018 Request was approved and supporting documents were emailed. | 0.25 | Non-Resident |
| | 3/19/2018 | Peter Batchelor | 1. Please tell me the number of government employees who receive company car benefits in your township? 2. What are those positions that receive the company car benefits? | 3/19/2018 Request was approved and supporting documents were emailed | 0.025 | Non-Resident |

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| April | 4/17/2018 | Kristine McNicholas | Wickerton Farms Homeowners Association wants the temporary Zoning Permit Z-2018-22 issued April 10, 2018 to property owner Avon Grove Area LL for property 130 Schoolhouse Road. Tax Id # 59-8-136.2 permit issued for temporary lights for batting cage. This was not presented to the neighbors of Wickerton Farms as per discussions in past Township meetings. Little League is also clearing property to build new fields. Robert Weer approved the Zoning Permit and gave the league permission. The lights were turned on and left on with no one on the property. The lights do not meet any of the "concerns to be addressed" that were listed on the Zoning Permit. | 4/17/2018 Request was approved for a copy of the permit that was issued. The documents were emailed. | 1.25 hours | Resident |
| | 4/12/2018 | Mia Pappolla | Monthly summary of residential building permits for all new construction houses, renovations or additions issued March 2018. | 4/13/2018 | 0.25 | Non-Resident |
| | 4/19/2018 | Tricia Clendaniel | Zoning Records for 229 W. State Road. Farm property of Pierre Konkurt. | 4/20/2018 | .0.25 | Resident |

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| | 4/20/2018 | Ken Deloian | SmartProcure is submitting a public records request to the London Grove Township for any and all purchasing records from 2018-01-19 to current. The request is limited to readily available records without physically copying scanning or printing paper documents. Any editable electronic document is acceptable. The specific information request from your record keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number. 2. Purchase date. 3. Line item details (detailed description of the purchase) 4. Line item quantity. 5. Line item price. 6. Vendor ID number, name, address, contact person and their email address. | 4/20/2018 | 0.5 | Non-Resident |
| May | 5/9/2018 | Mia Pappolla | Monthly summary of residential building permits for all new construction houses, renovations or additions issued April 2018. | 5/9/2018 | 0.25 | Non-Resident |

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| | 5/11/2018 | Jennifer Rodriguez | 24 Bramble Lane Please provide copies of only open code enforcement, property maintenance, or nuisance violations. Please provide copies of only open or expired permits. Please provide copies of any assessments (grass mow, misc. invoices) due. Please provide any fine, fees, balances, or municipal liens due. | 5/17/2018 | 0.25 | Non-Resident |
| | 5/17/2018 | Lori Van Sickle | Provide the Inniscrone Golf Reports mentioned in the meeting minutes for February, April and May 2018. Provide the Profit and Loss Full detail reports YTD. | 5/17/2018 | 0.5 | Non-Resident |
| | 5/21/2018 | Shauna Coobick | Partner ESI is performing a Phase I Environmental Assessment of the property identified as Pad Site 560 (part of a larger parcel addressed as 550 Hepburn Road and identified as 5905 00850300). As part of these activities, we wish to know whether London Grove Township maintains a file for the subject property, and if so, how copies could be obtained of building/code enforcement/planning/fire inspection permits and notices of violation that may exist for this property. | 5/21/2018 | 0.25 | Non-Resident |

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| | 5/29/2018 | John S. Carnes Jr. | Please provide information regarding parcel # 59-9-11 belonging to James Beach on the west side of Ellicott Road; seeking copies of Township building permits regarding a fence constructed on the western side of the property or approval of a pond on the property. | 5/30/2018 | 0.25 | Non-Resident |
| June | 6/5/2018 | Mia Pappolla | Monthly summary of residential building permits for all new construction houses, renovations or additions issued for May 2018. | Request Granted All Documents Emailed 6/8/25018 | 0.5 | Non-Resident |
| | 6/13/2018 | Melissa Ronan | Please provide the following documents if available for 905 Gap Newport Pike, Avondale, PA 19311: Documentation related to underground storage tanks at the property (permits for installation, removal, etc.); Certificates of occupancy dating back to the first development of the property (or earliest available); Asbestos or lead based paint abatement documentation; Documentation related to releases/spills of hazardous materials at the property; Documentation related to septic systems or supply wells at the property. | Request Denied No Documents Exists 6/18/2018 | 0.25 | Non-Resident |

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| | 6/14/2018 | Nicole Mijares | An electronic copy of any and all employees for year of 2017, (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 data should be broken down by employer, employee and year. | 6/14/2018 Request Approved and Documents sent via email | 0.25 | Non-Resident |
| July | 7/3/2018 | Julio Michel | Please provide permits or reports documenting the installation/removal of septic systems, water wells, oil/water separators, and tanks (above and underground), and records related to the use/storage/disposal of hazardous substances, releases, emergency responses, cleanups, and any existing land use restrictions for 341 Gap Newport Pike. | 7/9/18 Request was denied as no documents exist. | 0.25 | Non-Resident |
| | 7/11/2018 | Mia Pappolla | Monthly summary of residential building permits for all new construction houses, renovations or additions issued for June 2018. | 7/13/18 Request Granted all documents were emailed. | 0.5 | Non-Resident |

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|--------|-----------|--------------|---|--|-----|---------------|
| | 7/11/2018 | Julio Michel | Please provide permits or reports documenting the installation/removal of septic systems, water wells, oil/water separators, and tanks (above and underground), and records related to the use/storage/disposal of hazardous substances, releases, emergency responses, cleanups, and any existing land use restrictions for 253 Gap Newport Pike | 7/18/18 Request was granted. All Documents were sent via email | 0.5 | Non- Resident |
| August | 8/1/2018 | Ken Deloian | SmartProcure is requesting for any and all purchasing records from 2018-04-18 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic documents are acceptable. Purchase order number. Invoice, check numbers. Purchase date. Line item details (detailed description of the purchase). Line item quantity. Line item price. Vendor ID number, name, address, contact person and their email address. | 8/3/18 Granted all documents emailed | 0.5 | Non-Resident |

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| | 8/5/2018 | Lori Van Sickle | Please provide via email Innscrone Golf Course year to date profit and loss numbers and how they are in relation to the budget. Please provide via email all details on all expenses and revenues. Please provide via email information on capital improvements for Inniscrone Golf Course 2018 and how any capital improvements were funded. | 8/7/2018 Granted all documents emailed. | 0.5 | Non-Resident |
| | 8/8/2018 | Mia Pappolla | Please provide a monthly summary of residential building permits for all new construction houses, renovations or additions issued in July 2018. | 8/10/2018 Granted all documents were emailed. | 0.25 | Non-Resident |
| | 8/9/2018 | Barbara Wisniewski | Please email a copy of any permits filed for State Road North, Block 59-8, Lots 98,98,98.1, London Grove, PA that include the name, address and phone number for the general contractor(s). | 8/10/2018 Denied, no documents exist. | 0.5 | Non-Resident |
| September | 9/13/2018 | Mia Pappolla | Please provide a monthly summary of residential building permits for all new construction houses, renovations or additions issued in August 2018. | 9/13/2018 Granted all documents were emailed | 0.25 | Non-Resident |

