

## **2023 Right-to-know Request Report**

<b>Month</b>	<b>Date Requested</b>	<b>Requester's Name</b>	<b>Documents Requested</b>	<b>Date Fulfilled</b>	<b>Estimated Hours</b>	<b>Resident/Non-Resident</b>
<b><u>January</u></b>						
<b><u>February</u></b>	1/31/2023	Crissy Martinez	Please provide any and all special assessments, open code violations, open or expired permits recorded and/or invoices/liens associated with property address 311 Whitestone Road	2/2/2023 Granted all documents were emailed.	0.25	Non-Resident
	2/8/2023	Janis Farese	Please provide a copy of the following records: electronic file of any and all employess including part-time, temporary, seasonal employees and elected officials for the year of 2022. Record should contain year of compensation, first name, middle initial, last name, date of hire, base salary, bonus amount, overtime amount, gross annual wages, position title.	2/13/2023 Granted all documents were emailed.	1	Non-Resident

	2/15/2023	James Roberts	<p>Please provide an electronic file of records for 2022 tax year in relation to IT Help Desk, Inventory Management and Package Asset Tracking/Management Software. (ex. Package tracking software, inbound package tracking software, package lockers, smart lockers, inventory management software, asset management software, IT Help Desk Software). These items are being used in your mailroom, receiving, facilities, and IT Departments. In addition, please provide a lease or purchase order for package delivery or smart locker equipment. A copy of the lease that shows the type of mailing equipment, minthly/quarterly payment, and date of the signed agreement.</p>	2/16/2023 Granted all document emailed.	0.5	Non-Resident
	2/23/2023	Lisa Taylor-Kelly	<p>Please provide a list of all Homeowner Associations in London Grove Township and a contact for each association via email.</p>	2/24/2023 Granted all documents were emailed.	0.5	Non-Resident

<b><u>March</u></b>	3/2/2023	Lien One Inc.	Please provided records of utility billing history, liens/special assessments, open code violations and any other open/expired permits for 311 Whitestone Road Avondale, PA 19311	3/2/2023 Granted all documents were emailed. Nothing has changed since the request on 12/6/2022	0.5	Non-Resident
	3/13/2023	Jaimie George, Attorney General	All documents, evidence that Aptive Environmental LLC, either on its own behalf or by way of an employee, agent or assign, possessed the necessary authorization from London Grove Township to engage in door to door sales on May 9, 2022.	3/13/2023 DENIED no such documents exists.	0.5	Non-Resident
	3/27/2023	Melissa Work	Any written decision of the Zoning Hearing Board of London Grove Township for the Application of the Sullivan Station HOA. Any record of the meeting, where the decision was approved. Any record of whom the decision was issued to.	3/27/2023 GRANTED All records were emailed.	1	Non-Resident
<b><u>April</u></b>	4/25/2023	Cheryl Cantrell	Any and all plot plans, permits granted, wells, septic, buildings, deck/platforms for 916 Walter Road, Cochranville, PA 19330	4/25/2023 Granted all documents were picked up by requester on 4/26/2023	1.5	Resident
<b><u>May</u></b>	<b><u>5/1/2023</u></b>	Catherine Kerr	Paving and surface Treatment- Bid Due Date 5/1/2023. Please forward a list of contractors' names and their bid amounts.	5/4/2023 Granted and all documents were emailed.	0.5	Non-Resident

	5/3/2023	John McGrath	Any and all permits/documents related to the Rose Hollow Subdivision. 18 month security document, dedication document, HOA Document for 150, 151, 154, 155, 158, 159, 162, 163, 167 Salem Way.	5/9/2023 Granted all documents were inspected by the requester.	1.5	Resident
<u>June</u>	6/2/2023	Cheryl Cantrell	Any correspondence pertaining to 916 Walter Road including, but not limited to permits, zoning, fines, hearings...for April and May 2023	6/5/2023 Denied no documents exist.	0.5	Resident
	6/2/2023	Cheryl Cantrell	Anything pertaining to zoning violations- i.e. 10x16 shed, letters sent by Township about violations, permit applied for 10x16 shed, variance hearing	6/5/2023	1	Resident
	6/20/2023	Crissy Martinez	Please confirm if there are any special assessments, open code violations, open or expired permits recorded, and/or invoices/liens associated with property address of: 311 Whitestone Road. If so, please supporting documentation for each case, and any fees/fine due? If the property is scheduled for demolition? If so please provide the demolition date.	6/22/2023 Denied no documents exist.	0.5	Non-Resident

