

LUZERNE COUNTY  
OFFICE OF LAW  
ROMILDA P. CROCAMO, ESQUIRE  
CHIEF COUNTY SOLICITOR



LUZERNE COUNTY  
COUNTY MANAGER  
C. DAVID PEDRI, ESQUIRE

COUNTY of LUZERNE  
P E N N S Y L V A N I A  
ESTABLISHED 1786

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January 17, 2018

Mary Z. Osborn  
Penn State U.  
128 Old Main  
University Park, PA 16802  
Email: mzo100@psu.edu  
RE: RTK Request # 18-12

Dear Ms. Osborn:


Thank you for writing to Luzerne County with your request for information pursuant to the Pennsylvania Right-To-Know law. My email is Jackie.Carroll@luzernecounty.org.

On January 15, 2018, the Luzerne County Office of Law received a request for documents from you described in the attached Right to Know request. Your request is granted.

Attached to this correspondence is the information you requested.

Had your request been denied, you would have a right to appeal this denial of information in writing to Office of Open Records, Commonwealth Keystone building, 400 North Street, 4<sup>th</sup> Floor, Harrisburg, PA 17120.

If you choose to file an appeal for any reason, you must do so within 15 business days of the mailing date of the agency's response. Section 1101. If you have further questions, please contact me. Please be advised this correspondence will serve to close this request with our office as permitted by law.

Very truly yours,  
  
JACQUELINE MUSTO CARROLL, ESQUIRE  
Luzerne County – Open Records Officer  
200 North River Street  
Wilkes-Barre, PA 18711

RTK REQUEST NUMBER

DATE RECEIVED

5 DAY RESPONSE DATE



COUNTY OF LUZERNE

## RIGHT TO KNOW LAW REQUEST FORM

NAME OF REQUESTER: Osborn Mary Z  
(PLEASE PRINT CLEARLY) LAST FIRST MI

MAILING ADDRESS: Penn State U 12B Old Main  
STREET / P.O. BOX

University Park PA 16802  
CITY STATE ZIP CODE

PHONE # 814-863-4301 FAX# \_\_\_\_\_

EMAIL ADDRESS: mzo100@psu.edu

SIGNATURE: Mary Osborn DATE: 1-11-2018

**RECORDS REQUESTED** - Requesters **MUST** specify the document(s) sought. Please use additional pages if necessary.

I am submitting a Right to Know request asking for the names of your County employees, job titles, years of service (or starting date of employment) and current salary. This data is to be used for a research project at Penn State University. I would like to receive this information in a PDF/Excel file via email. My email address is [mzo100@psu.edu](mailto:mzo100@psu.edu). Please let me know if there is more information that you need for this request. Thank you for your assistance.

**PLEASE CHECK ONE OF THE FOLLOWING:**

- I AM ONLY REQUESTING ACCESS TO THE DOCUMENT(S)  
 I AM REQUESTING A HARD COPY OF THE DOCUMENT(S) (PAPER, CD, etc...)  
 I AM REQUESTING AN E-FILE OF THE DOCUMENT(S) (IF AVAILABLE) (PDF, EXCEL SPRDSHT, etc...)

PLEASE NOTE: LUZERNE COUNTY IS NOT REQUIRED TO CREATE A RECORD WHICH DOES NOT CURRENTLY EXIST OR TO COMPILE, MAINTAIN, FORMAT OR ORGANIZE A RECORD IN A MANNER IN WHICH THE AGENCY DOES NOT CURRENTLY COMPILE, MAINTAIN, FORMAT OR ORGANIZE THE RECORD