

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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November 13, 2017

David Kneller  
P. O. Box 485  
Schaefferstown, PA 17088  
Email: PA.CONSTABLE@LIVE.COM  
RE: RTK Request # 17-208

Dear Mr. Kneller:

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 November 7, 2017, the Luzerne County Office of Law received a request for documents from you described in the attached Right to Know request.

In response to your request, please note that emails for the past three calendar years between County Council and County manager can be found at <http://www.luzernecounty.org/county/county-manager> near the bottom of the page.

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



# pennsylvania

OFFICE OF OPEN RECORDS

## STANDARD RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: \_\_\_\_\_ 11/6/17 \_\_\_\_\_

REQUEST SUBMITTED BY:       E-MAIL       U.S. MAIL       FAX       IN-PERSON

REQUEST SUBMITTED TO (Agency name & address): LUZERNE COUNTY RTK \_\_\_\_\_

NAME OF REQUESTER : DAVID KNELLER \_\_\_\_\_

STREET ADDRESS: P.O. BOX 485 \_\_\_\_\_

CITY/STATE/COUNTY/ZIP(Required): SCHAEFFERSTOWN PA 17088 \_\_\_\_\_

TELEPHONE (Optional): 717-808-8788      EMAIL (optional): PA.CONSTABLE@LIVE.COM \_\_\_\_\_

**RECORDS REQUESTED:** *\*Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary*

I am requesting to review and inspect all emails since Jan 1, 2017 to and from for the Luzerne County Controller. Except attorney client privilege emails.

I am requesting to review and inspect all emails since Jan 1, 2017 to and from all members of the Luzerne County council. Except attorney client privilege emails.

DO YOU WANT COPIES?    YES    NO

DO YOU WANT TO INSPECT THE RECORDS?    YES    NO .

DO YOU WANT CERTIFIED COPIES OF RECORDS?    YES    NO

DO YOU WANT TO BE NOTIFIED IN ADVANCE IF THE COST EXCEEDS \$100?    YES    NO

**\*\* PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES \*\***  
**\*\* IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL \*\***

### *FOR AGENCY USE ONLY*

**OPEN-RECORDS OFFICER:**

I have provided notice to appropriate third parties and given them an opportunity to object to this request

**DATE RECEIVED BY THE AGENCY:**

**AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE:**

*\*\*Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*