

RTK REQUEST NUMBER

DATE RECEIVED

5 DAY RESPONSE DATE



COUNTY OF LUZERNE

**RIGHT TO KNOW LAW REQUEST FORM**

NAME OF REQUESTER: Urban Stephen J  
(PLEASE PRINT CLEARLY) LAST FIRST MI

MAILING ADDRESS: 58 Lanning Lane 1st Floor  
STREET / P.O. BOX

Wilkes-Barre PA 18702  
CITY STATE ZIP CODE

PHONE # (570)574-9811 FAX# \_\_\_\_\_

EMAIL ADDRESS: stephenurban@gmail.com

SIGNATURE: *Stephen Urban* DATE: 11/18/21

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

Looking for the meeting minutes that consummated the June 9, 1999 Agreement that stayed the tax sale for Poseidon Property between the WB Chamber and Luzerne County. Please provide the Commissioners Meeting Minutes showing approval of the agreement from the County and provide audio of said meeting. I would like to see Luzerne County's copy of the agreement with dates and/or time stamps.

**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



## **Right-To-Know Response Form**

**December 3, 2021**

Stephen Urban  
58 Canning Lane  
1<sup>st</sup> Floor  
Wilkes-Barre, PA 18702  
Via email only to: stephenurban@gmail.com

RTK REQUEST #2021-164

Dear Mr. Urban:

Thank you for writing to Luzerne County with your request for information pursuant to the Pennsylvania Right- To-Know law (“RTKL”).

Recently, the Luzerne County Office of Law received a request for documents from you described in the attached Right To Know request. Your request is denied because Luzerne County does not maintain these documents. §705 of the RTKL states that “when responding to a request for access, an agency shall not be 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”.

Please note that we have searched exhaustively for the records you have requested. Regrettably, we were not able to locate any that were reflective of the time period and subject matter you requested.

You have a right to appeal this denial of information in writing to Executive Director, 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, 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 Laura C. Dennis. Please be advised that this correspondence will serve to close this record with our office as permitted by law.

Respectfully,

Laura C. Dennis, Esq.  
Luzerne County  
Open Records Officer  
200 North River Street  
Wilkes-Barre, PA 18711