



Pennsylvania
Office of Open Records

Standard Right-to-Know Law Request Form

Please read carefully. Complete this form and retain a copy of **both** pages; this copy may be required if an appeal is filed. You have 15 business days to appeal after a request is denied or deemed denied. More information about the RTKL is available at <https://www.openrecords.pa.gov>. In most cases, a completed RTKL request form is a public record.

SUBMITTED TO AGENCY NAME: Wayne Township (Attn: AORO)

Date Request Submitted: 11-1-25 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Full Name: Ken A. Smith

Company (if applicable): _____

Please send response via: Email U.S. Mail

If you wish to obtain records that only exist in hard copy, or must be provided on an electronic storage device, you may be required to provide a mailing address to the agency. See Section 703.

Email: ksmith8787@hotmail.com

Mailing Address: 100 Missing Pines Drive

City: McVeytown State: PA Zip: 17051 Telephone: 717-348-6148

How do you prefer to be contacted if the agency has questions? Telephone Email U.S. Mail

By checking this box, I affirm that my full name and contact information is true and correct, and that I am a legal resident of the United States. I understand that failure to check this box may result in the denial of my request and the dismissal of any appeal filed with the Office of Open Records.

RECORDS REQUESTED: Provide as much detail as possible, including subject matter, time frame, and type of record sought. RTKL requests must seek records, not ask questions. Use additional pages if necessary.

At the October 6, 2025 Wayne Township monthly business meeting Supervisor Miles stated to the audience the sewage ordinance was a dead issue. Mr. Miles went on to state Wayne Township sent Ken Smith a letter stating this fact. This letter supposedly states the Township will

Form continues on page 2. Retain a copy of **both** pages.

RECORDS REQUESTED (continued):

not respond to any more sewage related correspondence.
I am requesting a copy of the letter Supervisor Miles is referring.

I will try to attach a brief video of the statement.
If I am unable to attach the video, you can locate it at 1:39 minutes into your October 6, 2025 meeting video.

DO YOU WANT COPIES? Yes, printed Yes, electronic No, in-person inspection *Email*

Records shall be provided in the medium requested if they exist in that medium; otherwise, they shall be provided in the medium in which they exist. See Section 701. Your request may require payment or prepayment of fees. View the Official RTKL Fee Schedule for more details.

I understand that my request may incur fees. Notify me before further processing if fees will be more than \$100 (or) \$ 20.00.

Do you want certified copies? Yes (may be subject to additional costs) No

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: _____ Response Due (5 bus. days): _____

30-Day Ext.? Yes No (If Yes, Final Due Date: _____) Actual Response Date: _____

Request was: Granted Partially Granted & Denied Denied Cost to Requester: \$ _____

Appropriate third parties notified and given an opportunity to object to the release of requested records.

Retain a copy of both pages of this Form.