

RESOLUTION 2018-16

A RESOLUTION OF THE BOARD OF SUPERVISORS OF BETHEL TOWNSHIP, BERKS COUNTY, PENNSYLVANIA, APPOINTING THE OPEN RECORDS OFFICER AND ADOPTING FEE SCHEDULE FOR BETHEL TOWNSHIP FROM JANUARY 2nd, 2018 THROUGH THE DATE OF REORGANIZATION MEETING TO BE HELD JANUARY OF 2019.

BE IT RESOLVED by the Board of Supervisors of Bethel Township, Berks County, Pennsylvania as follows:

WHEREAS, it is the intention of Bethel Township to appoint Jayne K Seifrit Open Records Officer and Lisa B Ilus as Assistant Open Records Officer from January 2nd, 2018 through the date of the Reorganization Meeting to be held January of 2019; and adopt the fees as stated below:

Paper Copies	\$.25 per side 8 ½" x 11" & 11" x 17" Larger sheets based on above equivalence
Certification of records	\$1.00 per record
SALDO	\$20.50 per book
Zoning Ordinance	\$29.25 per book
Storm Water Ordinance	\$3.75 per book

Blue Print, color copies and non-standard sizes documents shall be charged the actual cost of production. Postage will be charged at actual rate.

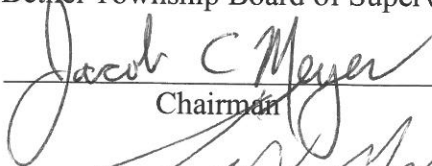
Prepayment: Prior to granting a request for access in accordance with this Act, an agency may require a requester to prepay an estimate of the fees authorized under this section if the fees required to fulfill the request are expected to exceed \$100.00

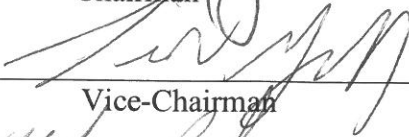
- Once the request is fulfilled and prepared for release, the Township will obtain the cost of the records prior to releasing the records. This is designed to avoid situations in which the Township provides the records and the requester fails to submit payment.

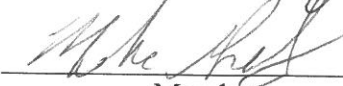
NOW, THEREFORE, it is hereby resolved by the Board of Supervisors of Bethel Township that the appointment of Jayne K Seifrit to be Open Records Officer and Lisa B Ilus as Assistant Open Records Officer from January 2nd, 2018 through the date of the Reorganization Meeting to be held January of 2019.

RESOLVED and ADOPTED by the Board of Supervisors of Bethel Township in lawful session assembled, this 2nd day of January, 2018 A.D.

Bethel Township Board of Supervisors


Chairman


Vice-Chairman


Member

Attest:


Jayne K. Seifrit, Secretary/Treasurer