

OFFICIAL
TOWN OF McCANDLESS
RESOLUTION NO. 23 OF 2018

A RESOLUTION OF THE TOWN OF McCANDLESS, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, DESIGNATING AN OPEN RECORDS OFFICER AS REQUIRED BY PENNSYLVANIA'S RIGHT-TO-KNOW LAW

WHEREAS, the Pennsylvania Right-to-Know Law, codified at 65 P.S. §§ 67.101 et seq., requires the appointment of an Open Records Officer for each public agency in the Commonwealth; and

WHEREAS, the Council of the Town of McCandless desires to appoint an Open Records Officer to comply with the Right-to-Know Law.


NOW, THEREFORE, IT IS HEREBY RESOLVED, by the Town Council of the Town of McCandless, as follows:

1. The Town Council of the Town of McCandless hereby designates the Assistant to the Town Manager John Bojarski as the Open Records Officer of the Town of McCandless, who shall fulfill all of the duties set forth under Pennsylvania's Right-to-Know Law, as amended, 65 P.S. §§ 67.101 et seq.
2. The Open Records Officer shall consult with the Town Manager, the Chief of the McCandless Police Department, and the Town Attorney, as appropriate, before responding to a request for public records.
3. The contact information for Open Records Officer shall be posted at the Town Hall of the Town of McCandless, at a place open and visible to the public, and shall also be posted on the Town's official web site: <http://www.townofmccandless.org>


Motion made by Councilmember Powers, seconded by

Councilmember McKim, and this Resolution is adopted this 22nd day of October, 2018.

ATTEST:


Secretary

TOWN COUNCIL
TOWN OF McCANDLESS


President