

BOROUGH OF PALMYRA

Lebanon County, Pennsylvania

RESOLUTION NO. 2009-9

A RESOLUTION OF COUNCIL OF THE BOROUGH OF PALMYRA, LEBANON COUNTY, PENNSYLVANIA, ESTABLISHING FEES RELATING TO THE ADMINISTRATION OF THE RIGHT TO KNOW LAW.

WHEREAS, the Borough has adopted a policy for the inspection and copying of public records in accordance with the Pennsylvania Right to Know Law; and

WHEREAS, the Right to Know Law authorized the Borough to establish fees for the copying or duplication of public records in an amount not to exceed limits to be established by the Office of Open Records; and

WHEREAS, the Office of Open Records has set forth limits for fees for copying and duplication of public records and services associated with the copying and duplicating of public records; and

WHEREAS, Council desires to establish such fees.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by Borough Council of the Borough of Palmyra, Lebanon County, Pennsylvania, as follows:

Section 1. The Borough hereby establishes the following fees in connection with requests for inspection and duplication of public records under the Right to Know Law:

Photocopying Per Page (either a single-sided copy or one side of a double-sided black-and-white copy of a standard 8.5" x 11" page)	\$0.25
Color Copies Per Page	N/A
Formatted Computer Disks	\$5.00

Certification of any document as a true and correct copy of a Borough record	\$5.00
Certification that the Borough has examined its records and an identified record does not exist	\$5.00
Postage or express mail charges to respond to request for public record by forwarding records to requester	Actual cost incurred by Borough
Reproduction of record by third party when Borough does not have necessary equipment	Actual cost incurred by Borough
Deposit to secure return of record if requester removes record for reproduction by third party when Borough does not have necessary equipment	\$10.00

Section 2. Prior to granting a request for duplication of records under the Right to Know Law, the Borough to prepay an estimate of the fees established by this Resolution if the fees required to fulfill the request are expected to exceed \$100.00.

Section 3. No part of any fee established by this Resolution is refundable.

Section 4. All provisions of other Borough Resolutions establishing fees for the items set forth in this Resolution are hereby repealed to the extent that they are inconsistent with the fees established by this Resolution. All Borough Resolutions imposing fees for items which are not addressed in this Resolution shall continue in full force and effect.

Section 5. Borough Council reserves the right to revise the fees in this Resolution at any time by resolution.

Section 6. In the event any provision, section, sentence, clause or part of this Resolution shall be held to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such invalidity, illegality or unconstitutionality shall not affect or impair the remaining provisions, sections, sentences, clauses or parts of this Resolution, it being the intent of Borough Council that the remainder of the Resolution shall be and shall remain in full force and effect.

Section 7. This Resolution shall take effect and be in force immediately.

DULY ADOPTED this 26th day of May, 2009, by Borough Council of the Borough of Palmyra, Lebanon County, Pennsylvania, in lawful session duly assembled.

BOROUGH OF PALMYRA
Lebanon County, Pennsylvania

Attest: Brenda L. Lee
(Assistant) Secretary

By: Kevin Abbott
(Vice) President
Borough Council

[BOROUGH SEAL]