

RESOLUTION NO. 2018-115

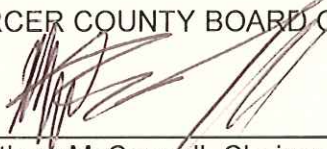
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF MERCER COUNTY ADOPTING
A RIGHT TO KNOW POLICY; APPOINTING AN OPEN RECORDS OFFICER; SETTING
FEES; PROVIDING FOR FUTURE AMENDMENTS; AND REPEALING PRIOR POLICY
PROVISIONS

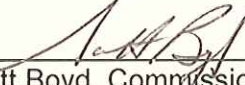
BE IT RESOLVED BY THE BOARD OF COMMISSIONERS AND IT IS HEREBY RESOLVED
BY THE AUTHORITY OF SAME AS FOLLOWS

1. The County is committed to ensuring that its policies and practices do not deny legal residents of the United States from requesting and obtaining records that are open to the public for review in accordance with provisions of the Right to Know law. The Open Records Officer shall make a good faith effort to determine if the record requested is a public record and to respond promptly as possible under the circumstances existing at the time. Therefore, if a Requestor request a County record, the Open Records Officer will review the request and either provide the document requested or give a written reason why the document cannot be released within the timeframe set forth in the Right to Know law;
2. The Open Records Officer shall be the Chief Clerk, and the Director of Elections shall assume the duties in the absence of the Chief Clerk;
3. The following fees will be charged to the Requestor for the records: Costs incurred in the duplication by photocopying, printing from electronic media or microfilm, copying onto electronic media, transmission by facsimile or other electronic means and other means of duplication shall be \$.25 per page. Postage for the actual cost of mailing. Any amendment to the Policy or Procedures shall be consistent with all applicable laws and regulations;
4. This policy may be amended only by Resolution of the County Commissioners consistent with the Pennsylvania Right to Know Law;
5. Resolution 2008-19 is repealed in its entirety.
6. This policy shall become effective immediately upon adoption by the Board of Commissioners.

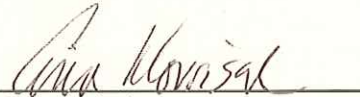
ADOPTED this 26th day of April, 2018.

MERCER COUNTY BOARD OF COMMISSIONERS


Matthew McConnell, Chairman


Scott Boyd, Commissioner

ATTEST:


Chief Clerk


Timothy M. McGonigle, Commissioner