



CITY OF DUBOIS, PENNSYLVANIA

PO BOX 408 16 W. SCRIBNER AVE. DUBOIS, PENNSYLVANIA 15801

TELEPHONE: 814-371-2000

FAX: 814-371-1290

PUBLIC RECORD REVIEW/DUPLICATION REQUEST

Print Legibly, unreadable requests cannot be processed.

Requester's Name: DeLean Shepherd Date of Request: 09/09/2024

Requester's Address: 990 DuBois Rockton Road
Rockton, PA 15856

Requester's Telephone No. [REDACTED] Fax No. _____

I request: Review Duplication (Check applicable Box) of the following records:
Electronic

IMPORTANT: You must identify or describe the records with sufficient specificity to enable the City of DuBois to determine which records are being requested. Use additional sheets if necessary. A fee of .25¢ per page will be charged for duplication services.

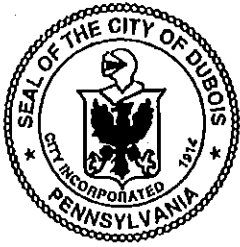
I am requesting an email copy of the statemen tread by Solicitor Breth at the end of the 09/09/24
council meeting.

Signature of Requester

This request may be submitted in Person, by Mail to:

Shawn Arbaugh, City Manager
City of DuBois
16 W. Scribner Ave
PO Box 408
DuBois, PA 15801

By Fax: (814) 371-1290 (or) By Email: info@duboispa.gov



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September 10, 2024

VIA EMAIL

Ms. DeLean Shepherd
990 DuBois Rockton Road
Rockton, PA 15856



Dear Ms. Shepherd,

Thank you for writing the City of DuBois with your request for information pursuant to the Pennsylvania Right-To-Know law.

On September 10, 2024, you submitted a right-to-know request for an email copy of the statement Solicitor Breth read at the end of the 9/9/2024 Council Meeting. After receiving your request, we conducted a good faith, thorough search of the City of DuBois records. We have determined that DuBois does not possess any responsive documents related to your request. We would like to note that the meeting minutes that are in the process of being completed, will be presented for approval on September 23, 2024, and capture what Mr. Breth stated at the meeting on September 9, 2024. A copy of these minutes will be available on our website (www.duboispa.gov) once approved.

You have a right to appeal this in writing to: Office of Open Records, 333 Market St., 16th Floor, Harrisburg, PA 17101-2234. Appeals can also be filed online at the Office of Open Records website, <https://www.openrecords.pa.gov>.

If you choose to file an appeal you must do so within 15 business days of the mailing date of the agency's response. See 65 P.S. § 67.1101. Please note that a copy of your original Right-to-Know request and this denial letter must be included when filing an appeal. More information about how to file an appeal under the Right-to-Know Law is available at the Office of Open Records website, <https://www.openrecords.pa.gov>.

If you have additional questions, please contact Shawn Arbaugh. This correspondence will serve to close this record with our office as permitted by law.

Respectfully,

A handwritten signature in black ink, appearing to read "Shawn Arbaugh". The signature is written in a cursive, somewhat stylized font.

Shawn Arbaugh
City Manager
City of DuBois, Clearfield County

"Gateway To Big Game Country"