



## CITY OF DUBOIS, PENNSYLVANIA

16 W. SCRIBNER AVE. • P.O. BOX 408 • DUBOIS, PENNSYLVANIA 15801

TELEPHONE: (814) 371-2000, Ext. 135  
FAX: (814) 371-1290

### PUBLIC RECORD REVIEW/DUPLICATION REQUEST

Print Legibly, unreadable requests cannot be processed.

Requester's Name: Theresa Suplizio Date of Request: 9/20/2024

Requester's Address: \_\_\_\_\_  
\_\_\_\_\_

Requester's Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

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

**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.

Movement/disbursement of money - information from Treasurers report

\_\_\_\_\_  
April 2023 - Police Locker Room - \$151,143.78. Not found on any report after that date

\_\_\_\_\_  
October 2023 Fields and City Pool - \$650,288.87. December 2023 - \$238,962.24 (diff \$411,326.63)

\_\_\_\_\_  
Documentation of where this money went and date of council minutes on when the  
\_\_\_\_\_  
expenditures were approved

Theresa Suplizio

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](mailto:info@duboispa.gov)



## CITY OF DuBOIS, PENNSYLVANIA

P.O. BOX 408

16 W. SCRIBNER AVE.

DuBOIS, PENNSYLVANIA 15801

TELEPHONE: (814)371-2000

FAX: (814)371-1290

September 26, 2024

VIA EMAIL

Ms. Theresa Suplizio  
314 Hamor Street  
DuBois, PA 15801



Dear Ms. Suplizio,

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

On September 20, 2024, you requested documentation of where April 2023 - Police Locker Room - \$151,143.78, October 2023 Fields and City Pool - \$650,288.87, and December 2023 - \$238,962.24 went and date of council minutes on when the expenditures were approved. Pursuant to Section 902(a) of the Right to Know Law, the City of DuBois requires an additional 30 days to respond to the request:

- A timely response to the request cannot be accomplished due to bona fide and specified staffing limitations.

The City of DuBois expects to respond to your request on or before October 25, 2024.

Respectfully,

Shawn Arbaugh  
City Manager  
City of DuBois, Clearfield County

*"Gateway To Big Game Country"*



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P.O. BOX 408

16 W. SCRIBNER AVE.

DuBOIS, PENNSYLVANIA 15801

TELEPHONE: (814)371-2000

FAX: (814)371-1290

September 30, 2024

VIA EMAIL

Ms. Theresa Suplizio  
314 Hamor Street  
DuBois, PA 15801



Dear Ms. Suplizio,

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

On September 20, 2024, you requested documentation of where April 2023 - Police Locker Room - \$151,143.78, October 2023 Fields and City Pool - \$650,288.87, and December 2023 - \$238,962.24 went and date of council minutes on when the expenditures were approved.

Your request is granted and the responsive documents are attached. Please be advised that the meeting minutes from 2021 through the present are available for public access on our website at [www.duboispa.gov](http://www.duboispa.gov) under the government / agendas tab.

Respectfully,

Shawn Arbaugh  
City Manager  
City of DuBois, Clearfield County

*"Gateway To Big Game Country"*

CITY OF DUBOIS  
GENERAL FUND  
PO BOX 406  
DUBOIS, PA 15801-0400

01-885  
21  
433

5141073 152143.78

DATE 4-5-23  
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

TOTAL FROM OTHER SIDE

SUB TOTAL

LESS CASH RECEIVED

\$ 152,143.78



MEMO ITEMS FOR BANK RECEIVED (IF REQUIRED)

Mid Penn Bank - CD

THIS DOCUMENT HAS A WATERMARK. THE FRONT OF THE DOCUMENT HAS A MICRO PRINT BORDER. THE BACK OF THESE FEATURES WILL BECOME A COPY.

**MID PENN BANK** **DISBURSEMENT CHECK** 5141073

ISSUED BY: MONEYVIA PAYMENT SYSTEMS, INC.  
P.O. BOX 8074, MANASSAS, VA 20108  
DRAWER: DUBOIS, PA  
ELFAULA, CA

CITY OF DUBOIS DATE 04/05/2023

PAY TO THE ORDER OF CITY OF DUBOIS \$152,143.78

One Hundred Fifty Two Thousand One Hundred Forty Three and 78/100

DRAWER: MID PENN BANK

*[Signature]*  
MICROPRINTED SIGNATURE



CUSTOMER COPY  
DISBURSEMENT CHECK

5141073

P.D. Locker Room

CITY OF DUBOIS

04/05/2023

\*\*One Hundred Fifty Two Thousand One Hundred Forty Three and 78/100

CITY OF DUBOIS

MEMO:

# RECEIPT

**S&T** Bank

This receipt should be held until verified with your statement. All items credited are subject to final settlement. Deposit may not be available for immediate withdrawal. For customer service, please call 800.325.2266.

TR:67 21-2 04/05/23 02:13 PM

██████████ Ck Deposit \$152,143.78

Thank you for banking with S&T Bank.

# Memo

**To:** Tom Nowak  
**From:** DeLean Shepherd  
**Date:** 03/17/2023  
**Re:** Money Transfer

---

Please transfer \$300,000 from the Fields Account to the General Fund.

368 MO  
CITY OF DUBOYS  
FIELDS  
CITY POOL  
PO BOX 408  
DUBOYS PA 15801-0408

Last statement: February 28, 2023  
This statement: March 28, 2023  
Total days in statement period: 28

Page 1 of 1  
3003242389  
(0)

Direct inquiries to:

S&T Bank  
P.O. Box 190  
Indiana PA 15701

Basic Business Checking

Low balance \$712,186.31  
Average balance \$881,829.17  
Avg collect bal \$881,829

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance	Control Number
02-28	Beginning balance			\$987,186.31	
03-03	Deposit	25,000.00		1,012,186.31	
03-17	Cash Mgmt Trsfr Dr REF 0761212L FUNDS TRANSFER TO DEP X3379 FROM MONEYTRANSFER		-300,000.00	712,186.31	
03-28	Ending totals	25,000.00	-300,000.00	\$712,186.31	

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

# Memo

**To:** Tom Nowak  
**From:** DeLean Shepherd  
**Date:** 06/12/2023  
**Re:** Money Transfer

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Please transfer \$84,940.08 from the Fields Account to the General Fund for the below invoices.

Astro Turf Corp Ck# 61525	\$74,697.00
Hallstrom Clark Electric Ck# 61570	\$10,243.08



# Memo

**To:** Tom Nowak  
**From:** DeLean Shepherd  
**Date:** 05/30/2023  
**Re:** Fields Account

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Please transfer \$61,897.44 from the Fields Account to cover paving at Shower's Field paid to Glenn O Hawbaker on Check # 61476

368 M0  
CITY OF DUBOIS  
FYELOS  
CITY POOL  
PO BOX 408  
DUBOIS WA 15801-0408

Last statement: May 26, 2023  
This statement: June 28, 2023  
Total days in statement period: 33

Page 1 of 2  
3003242309  
(0)

Direct inquiries to:

SET Bank  
P.O. Box 190  
Indiana WA 15701

Basic Business Checking

Low balance \$565,348.79  
Average balance \$614,732.84  
Avg collect bal \$614,732

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance	Control Number
05-26	Beginning balance			\$712,186.31	
05-30	Cash Mgmt Trsfz Dr REF 1501346L FUNDS TRANSFER TO DEP X3179 FROM AFINVOICES		-61,897.44	650,288.87	
06-13	Cash Mgmt Trsfz Dr REF 1640752L FUNDS TRANSFER TO DEP X3179 FROM AP61525A861570		-84,940.08	565,348.79	
06-28	Ending Totals	.00	-146,837.52	\$565,348.79	



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TELEPHONE: (814) 371-2000, Ext. 109  
FAX: (814) 371-1280

Office of the City Manager  
Department of Administration & Finance

November 30, 2023

Timothy A. Tyger

Senior Vice President, Commercial Banking

800 Philadelphia St

Indiana, PA 15701

Ref: [REDACTED]-209

Payoff on November 30, 2023

Tim,

Per our recent email correspondences, the City of DuBois would like to move forward in paying off loan # [REDACTED]-209 in the amount of \$326,386.55.

Please debit the City of DuBois' S&T account # [REDACTED].

Thank you

Chris Nasuti

Acting City Manager

Thomas M Nowak Jr

Deputy Treasurer

"Gateway To Big Game Country"

ST Bank

**Delean Shepherd**

**From:** Tom Nowak  
**Sent:** Tuesday, November 21, 2023 10:13 AM  
**To:** Delean Shepherd  
**Subject:** FW: [EXTERNAL]City of DuBois Loan 209

Here is the \$\$ to payoff the loan

*Bank loan payoff.*

Tom Nowak

**Deputy Treasurer  
City of DuBois**

**From:** Timothy A. Tyger <Tim.Tyger@stbank.com>  
**Sent:** Tuesday, November 21, 2023 10:11 AM  
**To:** Tom Nowak <Tom.Nowak@duboispa.gov>  
**Subject:** RE: [EXTERNAL]City of DuBois Loan 209

Principal 325,613.76  
Int. 772.79

Hi, Tom.

*CMN 11/22/23*

\$326,386.55 as of November 30<sup>th</sup>. Daily interest accrual is approximately \$32.20.

Tim

**Timothy A. Tyger**

Senior Vice President, Commercial Banking

724.465.1418 724.840.0169 724.465.4461

800 Philadelphia Street, Indiana, PA 15701

tim.tyger@stbank.com stbank.com

471 215 325,613.76  
Account No. 472 215 772.79  
Due/Check Date 11/30  
Purchase Order No. 23-02855  
Check No. 62323  
Check Amount 326,386.55  
Assigned TS Approved \_\_\_\_\_



**From:** Tom Nowak <Tom.Nowak@duboispa.gov>  
**Sent:** Tuesday, November 21, 2023 10:04 AM  
**To:** Timothy A. Tyger <Tim.Tyger@stbank.com>  
**Subject:** [EXTERNAL]City of DuBois Loan 209

**CAUTION: This email is from an external source. Beware of Links, Attachments, or Urgent Instructions.**

Good Morning Tim

368 MO  
CITY OF DUBOIS  
FIELDS  
CITY POOL  
PO BOX 408  
DUBOIS PA 15801-0408

Last statement: November 28, 2023  
This statement: December 28, 2023  
Total days in statement period: 30

Page 1 of 1  
3003242389  
(0)

Direct inquiries to:

S&T Bank  
P.O. Box 190  
Indiana PA 15701

Basic Business Checking

Low balance \$238,962.24  
Average balance \$249,841.79  
Avg collect bal \$249,841

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance	Control Number
11-28	Beginning balance			\$565,348.79	
11-30	Cash Mgmt Trnsfr Dr REF 3341301L FUNDS TRANSFER TO OEB X3179 FROM PARKLOAN		-326,386.55	238,962.24	
12-28	Ending totals	.00	-326,386.55	\$238,962.24	

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00