



Standard Right-to-Know Law Request Form

Good communication is vital in the RTKL process. Complete this form thoroughly and retain a copy; it may be required if an appeal is filed. You have 15 business days to appeal after a request is denied or deemed denied.

SUBMITTED TO AGENCY NAME: Donegal Township Washington County Attn: AORO-Jamie Schaller, Sec/Trea

Date of Request: Thursday, April 17, 2024 Submitted via: ☒ Email ☐ U.S. Mail ☐ Fax ☐ In Person

PERSON MAKING REQUEST:

Name: Tammi Iams Company (if applicable): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Email: dntiams@gmail.com

Telephone: Cell: 724-288-7182 Fax: _____

How do you prefer to be contacted if the agency has questions? ☐ Telephone ☒ Email ☐ U.S. Mail

RECORDS REQUESTED: *Be clear and concise. Provide as much specific detail as possible, ideally including subject matter, time frame, and type of record or party names. RTKL requests should seek records, not ask questions. Requesters are not required to explain why the records are sought or the intended use of the records unless otherwise required by law. Use additional pages if necessary.*

I am requesting a copy of the resolution that was read and voted on at the March 28, 2024 Board of Supervisor meeting. This resolution has currently been enforced upon the current members of the road crew when letters were sent to them changing their work week to 32 hours a week having every Friday off indefinitely.

DO YOU WANT COPIES? ☐ Yes, printed copies (default if none are checked)

☒ Yes, electronic copies preferred if available

☐ No, in-person inspection of records preferred (may request copies later)

Do you want certified copies? ☐ Yes (may be subject to additional costs) ☐ No

RTKL requests may require payment or prepayment of fees. See the [Official RTKL Fee Schedule](#) for more details.

Please notify me if fees associated with this request will be more than ☐ \$100 (or) ☐ \$_____.

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: _____ Response Due (5 bus. days): _____

30-Day Ext.? ☐ Yes ☐ No (If Yes, Final Due Date: _____) Actual Response Date: _____

Request was: ☐ Granted ☐ Partially Granted & Denied ☐ Denied Cost to Requester: \$_____

☐ Appropriate third parties notified and given an opportunity to object to the release of requested records.

Donegal Township



34 North Liberty Street • P.O. Box 310 • West Alexander, PA 15376
Telephone: 724-484-4017 • Fa.x: 724-484-4029

RTKL Response: Request Granted (No Fees)

Right-To-Know Response

Date : April 22, 2024

Requester's Name: Tammi Iams

Address: dntiams@gmail.com

Dear Tammi:

Thank you for writing to Donegal Township to request records pursuant to Pennsylvania's Right-to-Know Law ("RTKL"), 65 P.S. §§ 67.101 *et seq.*

On April 17, 2024, you requested "I am requesting a copy of the resolution that was read and voted on at the March 28, 2024 Board of Supervisors meeting. This resolution has currently been enforced upon the current members of the road crew when letters were sent to them changing their work week to 32 hours a week having Friday off indefinitely." Your request is granted. The requested records are *attached*. *(please also note that this resolution can be found on the Donegal Township Website)*

If you have additional questions, please contact Jamie Schaller.

Respectfully,
Donegal Township
Jamie Schaller
Right-to-Know Officer

RESOLUTION 2024-1

Donegal Township Resolution on Reduction in Hours for Road Crew Employees

Thursday, March 28, 2024

THIS RESOLUTION IS MADE AND ENTERED INTO THIS 28TH DAY OF MARCH 2024.

WHEREAS, the Township on February 29, 2024, met with the Union and engaged in effects bargaining over whether the Union would agree to a reduction in hours for the Road Crew employees, from forty (40) hours per week to thirty-two (32) hours per week, and

WHEREAS, the Township advised the Union during said meeting that said reduction was for economic reasons, and to reduce the overall the labor costs applicable to the Road Crew Department, and

WHEREAS the Township also advised the Union that it believes that the Road Crew Department can operate efficiently for the residents and taxpayers that the Township serves, and still provide all the necessary services and road maintenance, if the hours are reduced to thirty-two (32) hours per week and the employees work just four (4) days per week, and

WHEREAS it is believed that such a reduction in hours will result in a substantial economic savings for the Township in terms of reduced wages and benefit costs for these employees, and

WHEREAS it is believed that such a change is in the best interest of the Township and the residents it serves, and

WHEREAS, it has been a month since the Township's meeting with the Union and the Union has offered no counter proposal, or alternative solutions to reduce labor costs, and the Union's response has been that the expired CBA does not permit the proposed reduction in hours, or permit the Township to use of part-time employees in the bargaining unit, and

WHEREAS the Township disagrees with the Union's position on both of these issues, and

WHEREAS, the Township, in an effort to assure that it is proceeding in good faith requested an advisory opinion from a renowned Pennsylvania labor Arbitrator, William J. Miller, Jr. Esquire on the issues in dispute, and

WHEREAS, said Arbitrator has advised the Township that in his opinion the Township has the right under the expired CBA to reduce the hours of the Road Crew employees and use part-time employees in the bargaining unit, and

WHEREAS, the Township has shared said advisory opinion with the Union, but the Union continues to disagree with the same, and refuses to modify its position on the issues in question, or off any proposals for a resolution of the issues, and

WHEREAS, the Township has requested again that the Union meet and discuss the issues and /or offer a counter proposal on the issues, in an effort to amicably resolve all issues, and is awaiting for the Union's response, and

WHEREAS, in the event the Township is unable to resolve the issues in question with the Union amicably, it wishes to move forward with the proposed reduction in hours and the corresponding savings in wages and benefits, for the best interests of the Township and the residents it serves.

WHEREAS the Township desires a resolution authorizing it to proceed with the reduction in hours for Road Workers, and also authorizing it to recall back to work its Road Crew Leader who is on layoff, and

NOW THEREFORE, BE IT RESOLVED:

1. That, the Township Supervisors are authorized to attempt to meet with the Union to amicably resolve all issues pertaining to reducing the hours for Road Crew Employees from forty (40) hours per week to thirty-two hours per week, with a four (4) consecutive day schedule, to try and avoid unnecessary costs pertaining to litigation.
2. That, the Township Supervisors shall have full authority to resolve all issues with the Union, pertaining to this proposed reduction in hours, as it deems best for the Township and the Citizens it serves.
3. That, in the event the Township Supervisors are unable to reach an amicable resolution on the issues with the Union prior to April 15, 2024, and / or if the Union is unwilling to meet with the Supervisors on the issues, it is RESOLVED that effective April 15, 2024, the hours for the Road Crew department shall be reduced from forty (40) hours per week to thirty-two (32) hours per week, with a work schedule consisting of four (4) consecutive days, Monday through Thursday.
4. That, said reduction in hours shall result in a benefit reduction for the employees that is consistent with the terms and conditions of the expired collective bargaining agreement, as it applies to employees working such hours.
5. That, the Township Supervisor shall have full authority to negotiate a compromise of all issues pertaining to the proposed reduction of hours for the Road Crew employees, as it deems necessary and in the best interest of the Township.
6. That, the Supervisors may recall Scott Dorsey, the Township's Road Crew Leader, from layoff, on or about April 29, 2024, to work thirty-two (32) hours per week and at the same schedule as the other Road Crew Workers. He shall receive benefits that are consistent with the terms and conditions of the expired collective bargaining agreement that are applicable to an employee working such hours.

Donegal Township

by 
Secretary