THE COUNTY OF DAUPHIN COUNTY
COMMONWEALTH OF PENNSYLVANIA

RESOLUTION NO. 20 - 2008

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF DAUPHIN COUNTY,
COMMONWEALTH OF PENNSYLVANIA, DESIGNATING AN OPEN-RECORDS
OFFICER FOR THE NEW RIGHT-TO-KNOW LAW.

WHEREAS, the County of Dauphin ("County"), Commonwealth of Pennsylvania, is a county of
the third class governed under the County Code ("County Code"), Act of August 9, 1955, P.L.
323, No. 130, as amended, 16 P.S. § 101 et seq.; and

WHEREAS, under the County Code, the Board of Commissioners ("Board") of the County is
vested with the County's corporate power, 16 P.S. § 203; and

WHEREAS, under the County Code, the Board "may adopt resolutions ... prescribing the
manner in which the powers of the county shall be carried out and generally regulating the affairs
of the county," 16 P.S. § 509 (a); and

WHEREAS, on February 14, 2008, Governor Edward G. Rendell signed Senate Bill No. 1
(Printer's No. 1763), which is known and referred to as the new Right-to-Know Law; and

WHEREAS, certain provisions of the new Right-to-Know Law took effect immediately,
including those provisions that establish an Office of Open Records in the Department of
Community and Economic Development; and

WHEREAS, the Officer of Open Records shall, among other matters, provide information
relating to the implementation and enforcement of the new Right-to-Know Law; and

WHEREAS, other provisions of the new Right-to-Know Law took effect on July 1, 2008,
including certain repeals, while the remainder of the Law will take effect on January 1, 2009; and

WHEREAS, the County is a "local agency" for purposes of the new Right-to-Know Law; and

WHEREAS, as a local agency, the County may promulgate regulations and policies necessary to
implement the new Right-to-Know Law; and

WHEREAS, as a local agency, the County is required to designate an open-records officer who,
among other matters, shall receive Right-to-Know requests, direct such requests to other
appropriate persons, track the County's progress in responding to requests, and issue interim and
final responses under the new Right-to-Know Law; and

WHEREAS, the Board, as an exercise of the County's corporate power, wishes to adopt this
Resolution so as to, (i) satisfy its duty to designate an open-records officer, and (ii) prescribe the
manner in which such officer shall perform his functions.
NOW, THEREFORE, be it resolved by the Board as follows:

1. J. Scott Burford, the Deputy Chief Clerk/Chief of Staff, is hereby designated the County’s open-records officer (“Officer”).

2. The Officer shall obtain from the Office of Open Records information relating to the implementation and enforcement of the new Right-to-Know Law.

3. In consultation with the County Solicitor’s Office, the Officer shall forthwith recommend to the Board a written policy to implement the new Right-to-Know Law.

4. The Officer shall, on a routine basis, report to the Board on his activities and findings under the new Right-to-Know Law.

5. This Resolution was duly adopted by a motion of the Board.

ATTEST:

Chad Saylor
Chief Clerk/Chief of Staff

COUNTY OF DAUPHIN
BOARD OF COMMISSIONERS

Jeff Hartwick, Chairman

Dominic P. DiFrancesco II, Vice Chairman

George P. Hartwick III, Secretary