

COOKE TOWNSHIP  
CUMBERLAND COUNTY, PENNSYLVANIA

RESOLUTION NO. 2024-04

**A RESOLUTION ESTABLISHING POLICIES FOR ANONYMOUS RIGHT-TO-KNOW  
REQUESTS FOR COOKE TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA**

WHEREAS, Pennsylvania’s Right-to-Know Law, Section 504 permits an agency to promulgate regulations and policies necessary for the agency to implement the act:

AND WHEREAS, Pennsylvania’s Right-to-Know Law, Section 505 permits an agency to accept the uniform form developed by The Office of Open Records;

AND WHEREAS; Pennsylvania’s Right-to-Know Law, Section 702 gives agencies discretion to choose if they want to provide records to anonymous requesters:

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Cooke Township, Cumberland County’s policy states that all Right-to-Know Requests must be submitted to the Agency Open Records Officer in writing, on the form developed by The Office of Open Records, which is provided to Requesters on the township’s website and,

All Right-to-Know Requests must be from a “Requester” as defined in the Right-to-Know Law, Section 102 Definitions; and,

No Requests made by Anonymous Requesters will be accepted. Requests must include the Requester’s legal name, mailing address, email address (if applicable), and phone number as required on the Standard Right-to-Know Request Form.

RESOLVED AND ADOPTED this 3<sup>rd</sup> day of September, 2024.

COOKE TOWNSHIP  
Board of Supervisors

ATTEST:

\_\_\_\_\_  
Patricia A. Sangialosi, Chairman

\_\_\_\_\_  
Janet E. Frantz, Secretary

\_\_\_\_\_  
Edward H. Strayer, Supervisor

\_\_\_\_\_  
Diane Batt, Supervisor