

**LOWER MORELAND TOWNSHIP
BOARD OF COMMISSIONERS**

**MONTGOMERY COUNTY, COMMONWEALTH OF PENNSYLVANIA
RESOLUTION NO. 09- 01**

**A RESOLUTION ESTABLISHING THE TOWNSHIP'S OPEN RECORDS
POLICY UNDER ACT 3 OF 2008 INCLUDING, BUT NOT LIMITED TO,
APPOINTING AN OPEN RECORDS OFFICER**

WHEREAS, the Pennsylvania Legislature enacted Act 3 of 2008, also known as the "Right-to-Know Law" (hereinafter, the "Act"); and

WHEREAS, the Act requires, among other things, that the Township make available public records in accordance with the Act; and

WHEREAS, the Act requires, among other things, the appointment of an Open Records Officer; and

WHEREAS, the Board desires to appoint an Open Records Officer and adopt the revised "Public Record Access Policy of Lower Moreland Township" attached hereto as Exhibit "A" and made a part hereof (the "Revised Policy").

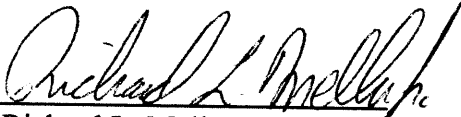
NOW, THEREFORE, BE IT RESOLVED effective January 1, 2009 as follows:

1. The Township hereby designates the Township Manager as the Township's Open Records Officer. In his/her absence, the Assistant Township Manager may act as Open Records Officer.
2. The Open Records Officer shall receive requests submitted to the Township under the Act, direct requests to other appropriate persons within the Township or to appropriate persons at another entity, track the Township's progress in responding to requests and issue interim and final responses under the Act, and shall comply with the provisions of the Act with respect thereto.
3. Employees and officials of the Township are hereby directed to forward any and all such requests for records to the Open Records Officer.
4. The Revised Policy attached hereto as Exhibit "A" and made a part hereof, is hereby adopted, ratified, and confirmed and shall supersede the "Public Record Access Policy of Lower Moreland Township."
5. All prior resolutions, ordinances, rules and policies which contradict this Resolution or the Act, are hereby superseded accordingly.

[SIGNATURE PAGE FOLLOWS]

ADOPTED this 21st day of January, 2009.

**LOWER MORELAND TOWNSHIP
BOARD OF COMMISSIONERS**

Attest: 
Richard L. Mellor, Jr., Secretary

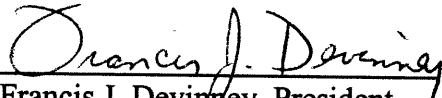
By: 
Francis J. Devinney, President

EXHIBIT "A"

**REVISED PUBLIC RECORD ACCESS POLICY
OF LOWER MORELAND TOWNSHIP**

SEE ATTACHED.

RESOLUTION NO. 09 - 02


BE IT RESOLVED and it is hereby resolved by the Board of Commissioners of Lower Moreland Township that the President of the Board of Commissioners is authorized and directed to sign the attached Public Record Access Policy of Lower Moreland Township on the Board's behalf and the Secretary is authorized and directed to attest the same.

ADOPTED as a resolution by the Board of Commissioners of Lower Moreland Township this 21st day of January, 2009.

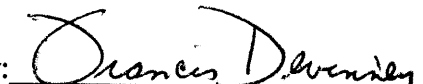
(Township Seal)

**LOWER MORELAND TOWNSHIP
BOARD OF COMMISSIONERS**

Attest:


Richard L. Mellor, Jr., Secretary

By:


Francis Devinney, President