

RESOLUTION NO. 113-08

A RESOLUTION OF THE WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING POLICIES TO IMPLEMENT THE REQUIREMENTS OF THE RIGHT-TO-KNOW LAW, ENACTED ON FEBRUARY 14, 2008.

WHEREAS, on February 14, 2008, The General Assembly of the Commonwealth of Pennsylvania enacted the Right-to-Know Law establishing requirements, prohibitions and procedures relative to providing access to public information as defined said Law.

WHEREAS, the West Mifflin Sanitary Sewer Municipal Authority (WMSSMA) has determined that it will adopt a policy addressing the provision of public records in accordance with the Right-to-Know Law.

NOW THEREFORE, be it resolved and it is hereby resolved as follows:

1. It is the policy of the WMSSMA that it shall provide public records in accordance with all of the requirements and procedures as specifically set forth in the Right-to-Know Law, enacted on February 14, 2008, and any subsequent amendments thereto.

2. The WMSSMA shall periodically designate an official or employee to act as an open-records officer as set forth in Section 502 of the Right-to-Know Law. The WMSSMA shall also periodically designate an official or employee to act as a substitute open-records officer during any absence of the open-records officer referenced above.

3. The WMSSMA shall post the contact information for the open-records officer, substitute open-records officer, and the Office of Open Records or other applicable appeals officer at its offices located at 1302 Lower Bull Run Road, West Mifflin, Pennsylvania, and on its Internet website (at all times during which it maintains a website) pursuant to Section 504 of the Right-to-Know Law.

4. The WMSSMA shall make available a form which may be used to file a request for a public record at its offices located at 1302 Lower Bull Run Road, West Mifflin, Pennsylvania, and on its Internet website (at all times during which it maintains a website) pursuant to Section 504 of the Right-to-Know Law.

5. The WMSSMA shall post any and all regulations, policies and procedures of the WMSSMA relating to the Right-to-Know Law at 1302 Lower Bull Run Road, West Mifflin, Pennsylvania, and on its Internet website (at all times during which it maintains a website) pursuant to Section 504 of said Law, including a copy of the Right-to-Know Law itself.

6. This Resolution shall apply to all requests for public records made after December 31, 2008.

7. Any Resolution or parts of Resolutions that are contrary to or conflict with the provisions of this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

RESOLVED, this 6th day of November, 2008.

ATTEST: Rick Manspeaker, Secretary

WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY: Albert J. Kopay, Jr., Chairman