

**BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 5-2024**

**A RESOLUTION OF THE BOROUGH OF CARROLL VALLEY DESIGNATING AN  
OPEN-RECORDS OFFICER FOR THE CARROLL VALLEY POLICE DEPARTMENT  
IN ACCORDANCE WITH THE RIGHT-TO-KNOW LAW.**

**WHEREAS**, Borough Council for the Borough of Carroll Valley (“Borough Council”) has established a police department, known as the Carroll Valley Police Department (the “Department”), in accordance with Section 1121(a) of the Borough Code, 8 Pa.C.S. § 1121(a); and

**WHEREAS**, the Department is a “local agency” as defined by Section 102 of the Right-to-Know Law (the “RTKL”), 65 P.S. § 67.102; and

**WHEREAS**, Section 502(a)(1) of the RTKL, 65 P.S. § 67.502(a)(1), requires a local agency to designate an official or employee to act as the open-records officer, who shall receive requests submitted to the agency under the RTKL, direct requests to other appropriate persons within the agency or to appropriate persons in another agency, track the agency’s progress in responding to requests and issue interim and final responses under the RTKL; and

**WHEREAS**, Borough Council desires to designate the Chief of Police, or his designee, to act as the Department’s open-records officer.

**NOW THEREFORE, BE IT RESOLVED**, and it is hereby RESOLVED, by the Borough Council of the Borough of Carroll Valley, Adams County, Pennsylvania, as follows:

**SECTION 1:** Borough Council of the Borough of Carroll Valley hereby designates the Chief of Police, or his designee, to act as the open-records officer for the Carroll Valley Police Department in accordance with Section 502(a)(1) of the Right-to-Know Law, 65 P.S. § 67.502(a)(1).

**SECTION 2:** All resolutions or parts thereof inconsistent with the terms of this Resolution are repealed to the extent of such inconsistency.

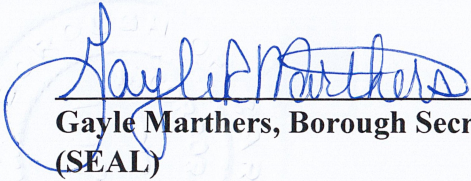
**SECTION 3:** This Resolution shall become effective immediately.

[INTENTIONALLY BLANK; SIGNATURE PAGE FOLLOWS.]

DULY ADOPTED, by the Borough Council of the Borough of Carroll Valley this  
13<sup>th</sup> day of August 2024.

ATTEST:

BOROUGH OF CARROLL VALLEY

  
Gayle Marthers, Borough Secretary  
(SEAL)

By: Richard Mathews  
Richard Mathews, President

APPROVED this 13<sup>th</sup> day of August 2024.

By: Ronald J. Harris  
Ronald J. Harris, Mayor