



FINAL DETERMINATION

DATE ISSUED AND MAILED: June 12, 2026

IN RE: *Jo Ciavaglia v. Dublin Borough*, OOR Dkt. AP 2026-2281

Upon review of the appeal filed with the Office of Open Records (“OOR”) to the above-referenced docket number, it is determined that the appeal is **DISMISSED** because:

The appeal is premature. The Request was submitted to Dublin Borough (“Borough”) on June 3, 2026. The Borough has five (5) business days upon receipt of the Request to respond. 65 P.S. § 67.901. As a result, the Borough had until June 11, 2026 to respond to the Request.¹ The appeal was submitted to the OOR on June 10, 2026; thus, the Requester did not allow sufficient time before filing the appeal. The Requester is not prohibited from filing a new appeal to the OOR of any denial or deemed denial stemming from the Request, pursuant to the requirements of 65 P.S. § 67.1101(a)(1).

For this reason, the Borough is not required to take any further action. Within thirty days of the mailing date of this Final Determination, you may appeal or petition for review with the Bucks County Court of Common Pleas. 65 P.S. § 67.1302(a). All parties must be served with notice of the appeal. The OOR also shall be served notice and have an opportunity to respond according to court rules as per 65 P.S. § 67.1303. However, as the quasi-judicial tribunal adjudicating this matter, the OOR is not a proper party to any appeal and should not be named as a party.² All documents or communications following the issuance of this Final Determination shall be sent to oor-postfd@pa.gov. This Final Determination shall be placed on the website at: <http://openrecords.pa.gov>.

Issued by:

/s/ Kyle Applegate

Chief Counsel
Kyle Applegate, Esq.

Sent via E-File Portal to: Requester; Agency Open Records Officer, Dublin Borough

¹ The Borough website indicates the Borough is open four days a week - Monday-Thursday. (website last accessed June 12, 2026) See [Dublin Borough - General Information](#). Nevertheless, even if business hours were Monday-Friday, the Borough would have had until June 10, 2026 to send a response, and the appeal was filed on that date.

² *Padgett v. Pa. State Police*, 73 A.3d 644, 648 n.5 (Pa. Commw. Ct. 2013).