

pennsylvania
OFFICE OF OPEN RECORDS
FINAL DETERMINATION

IN THE MATTER OF	:	
	:	
GLORIA KOEHLINGER,	:	
Requester	:	
	:	
v.	:	Docket No: AP 2026-2603
	:	
JEFFERSON HILLS BOROUGH,	:	
Respondent	:	
	:	

The Office of Open Records (“OOR”) received the above-captioned appeal under the Right-to-Know Law (“RTKL”), 65 P.S. §§ 67.101 *et seq.* For the following reasons, the appeal is dismissed.

On June 22, 2026, Gloria Koehlinger (“Requester”) submitted a request (“Request”) to Jefferson Hills Borough (“Borough”) pursuant to the RTKL, seeking “[t]he entire transcript from the Conditions Use Public Hearing and relevant Council meetings where action was taken on the Conditional Use Application/Decision related to TowerCo.”

On June 29, 2026, the Borough denied the Request, asserting that in order to obtain the responsive transcript, the Requester would need to contact the relevant third party reporting group. That same day, the Requester appealed to the Office of Open Records (“OOR”), challenging the

Borough's denial and stating reasons for disclosure.¹ The OOR invited both parties to supplement the record and directed the Borough to notify the OOR if any third parties have a direct interest in the appeal. 65 P.S. § 67.1101(c).

On July 22, 2026, the Borough submitted correspondence, notifying the OOR that the Borough subsequently provided the responsive transcript to the Requester, and requested that the appeal be dismissed as moot. As of this date, the Requester has not provided any additional correspondence.

To date, neither party has raised any additional issues on appeal, and the Requester has not submitted any evidence or argument that the records provided on appeal are incomplete or unresponsive. Because the Borough provided responsive records to the Requester during the pendency of this appeal, the appeal is **dismissed as moot**. *See Chester Water Auth. v. Pa. Dep't of Cmty. & Econ. Dev.*, 249 A.3d 1106, 1114 (Pa. 2021) (finding that a matter was settled by provision of records and, thus, "the controversy has been mooted").

The file is now closed, and no further action will be taken. This Final Determination is binding on the parties. Within thirty days of the mailing date of this Final Determination, either party may appeal to the Allegheny 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 Section 1303 of the RTKL. 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

¹ The Requester granted the OOR a 30-day extension to issue a final determination. *See* 65 P.S. § 67.1101(b)(1) ("Unless the requester agrees otherwise, the appeals officer shall make a final determination which shall be mailed to the requester and the agency within 30 days of receipt of the appeal filed under subsection (a).").

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

Final Determination shall be sent to oor-postfd@pa.gov. This Final Determination shall be placed on the OOR website at: <http://openrecords.pa.gov>.

FINAL DETERMINATION ISSUED AND MAILED: September 1, 2026

/s/ Tope L. Quadri

TOPE L. QUADRI
APPEALS OFFICER

Sent via portal to: Gloria Koehlinger
Michael Glister, AORO
CharLee Rosini, Esq.