Pennsylvania
Office of Open Records

Pennsylvania Office of Open Records
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FINAL DETERMINATION

DATE ISSUED AND MAILED: November 4, 2026

IN RE: *Thomas Jessee v. Lehigh Township*; OOR Dkt. AP 2026-4461

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 received by the Open Records Officer for Lehigh Township[1] ("Township") on October 1, 2026, and because the Township's offices are only open for business on Thursdays, the Township had until November 6, 2026 to respond to the Request.[2] *See* 65 P.S. § 67.901 (granting an agency five business days to issue a response to a RTKL request). The appeal was submitted to the OOR on October8, 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 stemming from the Request, pursuant to the requirements of 65 P.S. § 67.1101(a)(1).

For this reason, the Township 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 Wayne 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. 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/ *Joshua T. Young*

Senior Deputy Chief Counsel
Joshua T. Young, Esq.

Sent via OOR e-file portal to: Thomas Jessee; Denise Rinaldi, AORO

[1] The Request was directed to the Lehigh Township Police Department ("Department"); however, the evidentiary record of the appeal shows that the Township and Department share an Open Records Officer and the Township responds to RTKL requests on behalf of the Department.
[2] Regardless, the Township issued a final response to the Requester on October 22, 2026, providing policies and other records responsive to the Request.