

## **FINAL DETERMINATION**

DATE ISSUED AND MAILED: June 21, 2021

IN RE: *Brenda Young v. Exeter Township*, OOR Dkt. AP 2021-1192

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 insufficient.** The Requester does not address the Township’s reason for denial or how the records are public. Therefore, the appeal is not sufficient under 65 P.S. § 67.1101(a)(1). Requester is not prohibited from filing a new appeal pursuant to the requirements of 65 P.S. § 67.1101(a)(1).<sup>1</sup> The Office of Open Records’ online appeal form can be accessed at <https://www.openrecords.pa.gov/Appeals/AppealForm.cfm>.

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 Berks 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.<sup>2</sup>

Issued by:

/s/ Kyle Applegate

---

Appeals Officer  
Kyle Applegate, Esq.

Sent to: Requester; Agency Open Records Officer

---

<sup>1</sup> An appeal of the Township’s response must be filed by June 28, 2021. 65 P.S. § 67.1101(a)(1).

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