

Township of West Milford



Office of the Township Clerk
1480 Union Valley Road
West Milford, New Jersey 07480-1303
973-728-7000
FAX 973-728-2704

January 27, 2026

Amy Kim

Via email: opra+request-84374-7494dfb6@requests.opramachine.com

Re: OPRA Request 2025-1282

Dear Amy Kim,

This notification is advising you that OPRA 2025-1282 is closed due to not receiving the fees.

This office received a request for information from you on December 15, 2025 to which I assigned the above referenced number used to log requests for information under the Open Public Records Act (OPRA). Please accept this correspondence as my response pursuant to OPRA.

You were notified on December 19, 2025 with a notice of special service charge in regard to: The employee with the training to review and redact the requested record is Lucy Sanchez and their direct hourly rate of pay minus fringe benefits is \$29.99. The number of hours estimated to complete this request is 2 hours. The total estimated special service charge is \$59.98= (\$29.99 x 2 hours). This special service charge is in addition to any other fees allowed by law as pertinent. See N.J.S.A. 47:1A-5.b.

We will not begin to process any part of this OPRA request until we receive your response. Upon written acceptance and 50% of the required fee we will begin to process the full request. Payments must be submitted to the Municipal Clerk's Office. If you decline this special service charge, please indicate so in your response.

Your OPRA request is now deemed answered and closed.

Many thanks for your anticipated cooperation.

Sincerely,

Kathleen Thornton
Office of the Township Clerk