



MANCHESTER TOWNSHIP

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OFFICE OF THE TOWNSHIP CLERK

TERI GIERCYK, RMC/CMC
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March 6, 2024

Sani
c/o OPRA Machine
opra+request-58740-79204726@requests.opramachine.com

Re: OPRA and Common Law Right of Access - #2024-123

Dear Requestor

Manchester Township received your February 26, 2024 OPRA and common law right of access request. The Township provides this timely response. The Township breaks your request down into its elements to provide this response:

1. Requesting current active or pending EMS Contract and Salaries.

Response: The Township responded to this portion of the request on 2/27/2024 and 2/28/2024. The records are also attached to this email.

2. Grades, and other benefits offered for Full time EMTs.

Response: The Township is requesting clarification to the "grades" portion of this request. "Other benefits for the Full time EMTs" has been fulfilled by providing the contracts which were previously supplies on 2/27/2024.

3. Requesting EMS organization chart information and structure, positions, staff counts for administration and employees (full time and part time).

Response: The Township attaches the Organization Chart for Manchester Township Division of Emergency Services. Please respond in writing if this chart is satisfactory for item #2.

4. Requesting the annual number of calls answered in 2021, 2022, and 2023.

Response: The Township attaches EMS Statistics for 2021, 2022, 2023.

Because the Township provides all responsive documents under OPRA, no further analysis under the common law is necessary.

The Township is requesting clarification for item #2 regarding the "grades" portion of your request. Please respond in writing by March 13, 2024. If the Township does not receive a response by March 13, 2024 we will consider this request closed, and any further clarification would be to be submitted by a new OPRA request.

Sincerely,

A handwritten signature in blue ink, appearing to read "Teri Giercyk". The signature is fluid and cursive, with the first name "Teri" and last name "Giercyk" clearly distinguishable.

Teri Giercyk, RMC/CMC
Municipal Clerk