

HUN214 FOIA Request

Julia Belopotosky <jbelopotosky@hullinc.com>

Tue 21-Dec-21 16:16

To: Pat Morse <pmorse@harpersferrywv.us>

📎 1 attachments (306 KB)

Corporation of Harpers Ferry FOIA Form.pdf;

December 21, 2021

Corporation of Harpers Ferry
1000 Washington Steet, P.O. Box 217
Harpers Ferry, West Virginia 25425

Re: Request for File Search: HUN214.001.

To Whom It May Concern:

Hull & Associates, LLC would like to request copies of all department files containing any information regarding spills, unauthorized discharges, or other environmental problems involving toxic or hazardous substances at the following addresses:

| Company Name | Address |
|--------------|--|
| | 1816 Potomac Street, Harpers Ferry, West Virginia 25425 |

If you have any questions, please do not hesitate to contact me at 216-505-7710. Thank you for your assistance.

Sincerely,



Julia Belopotosky
Hydrogeologist I

Julia N. Belopotosky

Hydrogeologist I

HULL | Bedford, Ohio

Environment / Energy / Infrastructure

o: 216.505.7710 | c: 330.760.3223

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CORPORATION OF HARPERS FERRY

Freedom of Information Act (FOIA)

Request Form

1000 Washington Street • PO Box 217, Harpers Ferry, West Virginia 25425
Tel. 304-535-2206 • Fax 304-535-3046 • foia@harpersferrywv.us

APPLICATION MUST BE COMPLETE FOR PROCESSING.

The Corporation of Harpers Ferry (the "Town") is committed to transparency in government. Pursuant to West Virginia Code § 29B1-1 *et seq.*, public records are available to every person for inspection or copying when there has been a request made to the custodian of records, and when those records are not specifically exempted from disclosure by WV Code § 29B-1-4. The request must identify the records the citizen is seeking "with reasonable specificity" as required by WV Code § 29B-1-3(d). The request must be specific enough for existing records to be identified and located. If a record does not exist, under FOIA, the Town is not required to create a new record.

The Town must respond to your request within five working days of receipt by either granting the request or giving written reasons for its denial. "Day One" is the day *after* the request is received. The five-day period does not include weekends or holidays.

| Requester's Information | | | | | |
|-------------------------|--------------------------|-------|------|----------|-------|
| Name | Julia Belopotosky | | | | |
| Mailing address | 4 Hemisphere Way | | | | |
| City | Bedford | State | Ohio | ZIP Code | 44146 |
| Telephone number | 216-505-7710 | | | | |
| Email address | jbelopotosky@hullinc.com | | | | |

| Preferred method of delivery | | | |
|---|--------------------------------------|---|--|
| <input checked="" type="checkbox"/> Email | <input type="checkbox"/> Hard copies | <input type="checkbox"/> Other (specify): | |

| Records requested (please be as specific as possible) |
|---|
| Re: Request for File Search: HUN214.001. To Whom It May Concern: Hull & Associates, LLC would like to request copies of all department files containing any information regarding spills, unauthorized discharges, or other environmental problems involving toxic or hazardous substances at the following address: 1816 Potomac Street, Harpers Ferry, West Virginia 25425 If you have any questions, please do not hesitate to contact me at 216-505-7710. Thank you for your assistance. |

Pursuant to West Virginia Code § 29B-1-1 *et seq.*, I hereby request that the Corporation of Harpers Ferry make the following public records available for inspection and copying. I understand that the cost for providing photocopies is \$0.15 per page (Letter-size documents, 8.5" x 11"). Double-sided copies will be considered two separate copies. CDs / DVDs or USB / Flash thumb drives are provided at actual cost. I agree that the provided information will not be used in any manner that violates or is inconsistent with Federal, State, or Municipal law.

I am willing to pay fees for this request up to a maximum of \$ _____. If you estimate that the fees will exceed this limit, please inform me first.

Signature Julia Belopotosky Date of request 12/13/2021

| FOR OFFICE USE ONLY | Received by | Date received | |
|----------------------------|-------------|---------------|--|
| Exempt materials? YES / NO | Receipt no. | Date complete | |