

RESOLUTION NO. 806

A RESOLUTION AUTHORIZING THE DISPOSITION OF MUNICIPAL RECORDS IN ACCORDANCE WITH THE HISTORICAL AND MUSEUM COMMISSION ACT 428 OF 1968.

WHEREAS, the Board of Commissioners of Penn Township, York County, Pennsylvania declares its intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on July 16, 1993.

WHEREAS, a Local Government Records Committee was created by Act 428 of 1968, and empowered thereby to make rules and regulations for records and disposition. The Municipal Records Manual was approved by said Committee on July 16, 1993; and

NOW, THEREFORE, BE IT RESOLVED, it is the desire of the Penn Township Board of Commissioners to retain records of the Township so long as it is necessary to do so without unduly burdening the Township storage facilities with non-essential records.

BE IT FURTHER RESOLVED, that Penn Township, York County, Pennsylvania, in accordance with the above-cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

Traffic Citations	2007
Accidents	2007
Summary Incidents	2007
Summary Incidents/Non Traffic citations	2007
Officer's dailies	2009/2010
Vacation checks	2010
Log Book	2010
Parking violations, red tags, warnings faulty cards, work reports	2010
Old year end reports	
Misc. files from the Chief's office and Lt. Hettinger's office	

RESOLVED AND ENACTED this 18th day of March 2013.

Board of Commissioners of Penn Township

By: Wendell S. Félix
Wendell S. Félix, President

Attest: Kristina J. Rodgers
Kristina J. Rodgers, Township Secretary