

RESOLUTION NO. 925

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:

2015 and older UCR Worksheets and Printouts
2014 and older Permits (Alarm and Solicitation)
2013 Incident Reports
2013 Destroyed Evidence Tags
2013 Traffic Citations
2013 Accidents
2014-2015 Officers Court appearance records
2016 Faulty Equipment Cards
2016 Parking Tickets
2016 Red Tags
2016 Work Orders
2016 Warnings

RESOLVED AND ENACTED this 18th day of February 2019.

Board of Commissioners of Penn Township

By: Raymond M. Van de Castle
Raymond M. Van de Castle, President

Attest: Michael G. Brown
Michael G. Brown, Assistant Township Secretary