

**MIDDLE SMITHFIELD TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

RESOLUTION NO. 05-2009-3

RESOLUTION AUTHORIZING DISPOSITION OF CERTAIN RECORDS

The Board of Supervisors of Middle Smithfield Township, Monroe County, Pennsylvania, hereby adopts the following Resolution at its regular meeting held on May 14, 2009, at 9:00 A.M., at the Middle Smithfield Township Municipal Center, to wit:

WHEREAS, by virtue of Resolution No. 05 - 2009 - 2, adopted May 14, 2009, the Township of Middle Smithfield declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008; and

WHEREAS, in accordance with the Act of December 19, 1996, P.L. 1158, No. 177, as amended, found at 53 Pa.C.S.A. 1381, each individual act of disposition shall be approved by resolution of the governing body of the municipality.

NOW THEREFORE, BE IT RESOLVED that the Board of Supervisors of Middle Smithfield Township, Monroe County, Pennsylvania, in accordance with the above cited Municipal Records Manual hereby authorizes the disposition of the following public records:

<u>Record title or description</u>	<u>Dates</u>	<u>Cubic feet</u>
All remaining checks from closed PNC Bank Construction Fund Checking Account. Checks #1038-1250		2 cu. ft
All remaining checks from closed ESSA Bank Payroll Fund Checking Account. Checks #19992-20450		
Bank Statements	1988	
Employment Applications	1996-2006	
Unsigned duplicate plans		6 cu. ft
Blue Cross contracts	1994-2000	
Tax Records	2000-2001	25 cu. ft
Misc. Fly copies of Tax Records (tax duplicates that the county tax office sends to the tax collector)		

IN WITNESS WHEREOF, the aforesaid Resolution is hereby adopted as of the day and year first above set forth.

TOWNSHIP OF MIDDLE SMITHFIELD

SCOTT R. SCHALLER, Chairperson

ROBERT F. SPANO, SR., Vice Chairperson

RONALD L. CLEWELL, Supervisor

(TOWNSHIP SEAL)

MICHELE L. CLEWELL, Secretary