

MIDDLE SMITHFIELD TOWNSHIP
MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 03-2018-1

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 March 15, 2018 at 7:00 P.M., at the Middle Smithfield Township Municipal Center, to wit:

WHEREAS, by virtue of Resolution No. 05-2009-2, 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

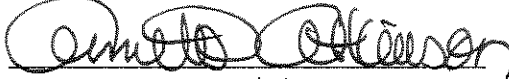
WHEREAS, in accordance with the Act of December 19, 1996, P.L. 1158, No. 177, as amended, found at 53 Pa.C.S.A. 1381, each individual act of disposition shall be approved by resolution of the governing body of the municipality.


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:

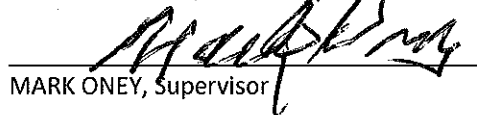
<u>Record title or description</u>	<u>Dates</u>
Tax Records	2010
Draft Zoning Ordinance	2004
Draft Subdivision & Land Development Ordinance	2004
Unsigned Minor Subdivision & Land Development Plans	
DCED Outdated Reference Manuals	
General Fund Payables, Receipts & Registers	2010
Sewer Fund Payables, Receipts & Registers	2010

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

TOWNSHIP OF MIDDLE SMITHFIELD


ANNETTE ATKINSON, Chairperson


MICHAEL DWYER, Vice Chairperson


MARK ONEY, Supervisor

(SEAL)


Michele L. Clewell, Secretary

*Dawn M. Arnst, Tax Collector
Middle Smithfield Township
326 Frutchey Drive
P.O. Box 1279
Marshalls Creek, PA 18335
570-223-0675*

January 2, 2018

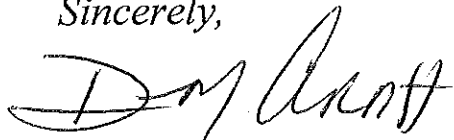
*Middle Smithfield Township Supervisors
147 Municipal Drive
East Stroudsburg, PA 18302*

Re: Disposal of All Tax Records for the year 2010

Dear Supervisors,

*I am requesting permission to dispose of all my Real Estate Tax
Collection records for the tax year 2010.*

Sincerely,


Dawn M. Arnst