

MIDDLE SMITHFIELD TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 05-2019-2

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 23, 2019 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	2011
Tax Payer Copy of Notice	2018-2019
Public Works Employee Daily worksheets	2014 and 2015
PA One Calls	2014 and 2015
Route 209 PennDOT Original Marshalls Creek By-Pass Plans	N/A
Duplicate Unsigned Minor/Land Development Plans	N/A
Sewer Accounts Payable and Receivable	2010
Emergency Operation Plan	February 2008
General Fund, Sewer Fund, Golf Fund: AP & AR	2011

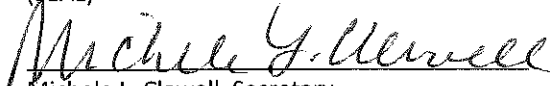
**IN WITNESS WHEREOF**, the aforesaid Resolution is hereby adopted as of the day and year first above set forth.

TOWNSHIP OF MIDDLE SMITHFIELD

  
ANNETTE ATKINSON, Chairperson

  
MICHAEL DWYER, Vice Chairperson

  
MARK ONEY, Supervisor

(SEAL)  
  
Michele L. Clewell, Secretary