

RESOLUTION 2015-02

DISPOSITION OF FILES

RESOLVED by the Board of Supervisors, Delaware Township, Pike County, Pennsylvania, that,

WHEREAS, by virtue of Resolution No. 2015-02, adopted January 14, 2015, Delaware Township declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal records Manual approved December 16, 2008, and

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Supervisors of Delaware Township, Pike County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records on January 14, 2015:

<u>RECORD</u>		<u>DESTRUCTION DATE</u>
2008	Attorney correspondence	01/14/15
2006, 2010, 2011	Proof of Publications	01/14/15
2001-2012	ALS info, reports, correspondence	01/14/15
2009-2010	ALS Profit & Loss, Budget	01/14/15
2010-2011	Fire Co. Dept. Journal	01/14/15
1988-1994	Ball Field Requests	01/14/15
1993-1995	Resumes for Recreation Committee	01/14/15
1997	Ice Rink Tricky Tray Fund Raising Info.	01/14/15
2010	Rec Harvest Festival	01/14/15
1993-1994	Release Forms	01/14/15
1993	Men's One Pitch Tournament	01/14/15
1994	Women's One Pitch Tournament	01/14/15
1994	Men's Basketball	01/14/15
1994	Nationwide Sports Accident Ins. Policy	01/14/15
1994	Rosters	01/14/15
1994	Del Valley Baseball League	01/14/15
1994	Men's Softball League Roster	01/14/15
1993	Women's Softball League Roster	01/14/15
1997	Sunflower Hill Productions	01/14/15
1994-1995	Fine Arts Camp/ Fine Arts Performing	01/14/15
1994	Small Games of Chance	01/14/15
1994-1996	Summer Clinic	01/14/15
2009-2013	Prisoner Assistance Requests	01/14/15
1989-1994	Delaware Township Policies	01/14/15
1989-2010	Employee Comp Time	01/14/15
1989-2010	Wages Increases/Employee Lists	01/14/15

RECORD

DESTRUCTION DATE

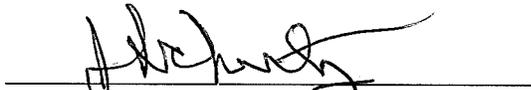
1998-2001	W4 forms	01/14/15
2003	Statement of Financial Interests	01/14/15
2002	Employee Applications	01/14/15
1987-1989	Admin. Review for Twp. Del	01/14/15
1991	Employment agreement on Barb.Boyer	01/14/15
1998	Released the Taxpayer Levy	01/14/15
2007 & 2011	Employee Reappointment Notice	01/14/15
1991	Old Employee Handbook & Attorney Letters pertaining to that	01/14/15
1997-2011	Exemption Certificate Form	01/14/15
2014	2014 BOS Attendance for meetings	01/14/15
1994	Dingmans Choice & Delaware Bridge Charges	01/14/15
2006	Bill from Anthony Magnotta, Esq.	01/14/15

We will destroy the paper records; however, all records that are required by law to be saved have been scanned into the computer.

DELAWARE TOWNSHIP BOARD OF SUPERVISORS



Thomas M. Ryan, Chairman/Treasurer



Jeffrey Scheetz, Vice Chairman/Secretary



Robert Luciano, Supervisor