

**RESOLUTION NO. 2015-9  
NORTH NEWTON TOWNSHIP  
DISPOSAL OF MUNICIPAL RECORDS**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF NORTH NEWTON TOWNSHIP,  
CUMBERLAND COUNTY, PENNSYLVANIA, AUTHORIZING THE DISPOSITION OF SPECIFIC RECORDS  
AS SET FORTH IN THE MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16, 2008.**

WHEREAS, by virtue of Resolution 2011-6, adopted September 6, 2011, the Board of Supervisors of North Newton Township has declared their 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 as amended July 23, 2009; 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;

WHEREAS, the Board of Supervisors of North Newton Township desires to dispose of records according to statutory requirements;

**NOW THEREFORE, BE IT RESOLVED AND IT IS HEREBY ENACTED** by the Board of Supervisors of North Newton Township, Cumberland County, Pennsylvania authorizes destruction of the following records.

For the years of 2004, 2005, 2006 & 2007:

Treasurer Account Books, Deposit Tickets, Invoices/Bills, Bank Statements and cancelled checks, Earned Income Tax Records, Earned Income Tax Receipts from Capital Area Tax Bureau, Real Estate and Per Capita Tax Duplicates, District Magisterial Justice Fines Reports, General Correspondence, Insurance policy declarations for vehicles, property, liability, errors & omissions, umbrella policy, workers compensation, W-2 forms.

Applications for employment 2012 and prior.  
Personnel Records for former employees released or retired in 2009 and prior.  
Quarterly Unemployment Compensation Records 2010 and prior.  
Road construction contracts 2003 and prior.

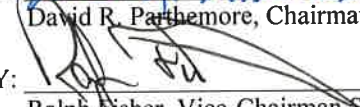
Adopted at the regular monthly meeting of the Board of Supervisors of North Newton Township held this 5th day of May, 2015.

Attest:

BY:   
Bonnie L. Myers, Secretary

North Newton Township Board of Supervisors

BY:   
David R. Parthemore, Chairman Supervisor

BY:   
Ralph Risher, Vice-Chairman Supervisor

BY:   
Mike L. Gutshall, Supervisor

CERTIFICATE

I, the undersigned, Secretary of the Board of Supervisors of North Newton Township, Cumberland County, Pennsylvania, certify that the foregoing is a true and correct copy of a Resolution of the Board of Supervisors which was duly enacted by affirmative vote of a majority of the members of the Board at a meeting duly held on May 5, 2015; at which meeting a quorum was present; that said Resolution has been duly recorded in the Minute Book of the Township Board of Supervisors; that said Resolution remains in full force and effect, without amendment, alteration or repeal, as of the date of this Certificate.

I further certify that the meeting at which the Board adopted said Resolution was a public meeting duly held after giving public notice of the date, time and place of such meeting by posting and publishing such notice at the time and in the manner required by Act No. 84 of the General Assembly of the Commonwealth of Pennsylvania, approved July 3, 1986.

IN WITNESS WHEREOF, I set my hand and affix the official seal of the Township, this 5th day of May, 2015.

  
Secretary

  
Date