

TOWNSHIP OF WEST HEMPFIELD

Lancaster County, Pennsylvania

RESOLUTION No. 05-20

**A RESOLUTION OF WEST HEMPFIELD TOWNSHIP
LANCASTER COUNTY, PENNSYLVANIA, TO DISPOSE OF RECORDS IN
ACCORDANCE WITH THE PA MUNICIPAL RECORDS MANUAL**

WHEREAS, by virtue of Resolution No. 2-18, adopted March 6, 2018, West Hempfield Township declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on July 16, 1993, as amended, 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, it is hereby resolved, that the Board of Supervisors of West Hempfield Township, Lancaster County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

- 2013 Sewer Fund Accounts Payable and Accounts Receivable Documents
- 2013 Sewer Fund Bank Statements
- 2013 Street Light and Fire Hydrant Payment Stubs
- 2015 and 2016 Right-to-Know Request and Responses
- 1989-2014 Police Personnel Records, including Commendations, Correspondence, Letters of Resignation, Evaluations, Training Records, Separation Reports, and other employment-related documents.


DULY ADOPTED the 4th day of February, 2020, by the Board of Supervisors of the Township of West Hempfield, Lancaster County, Pennsylvania, in lawful session duly assembled.

TOWNSHIP OF WEST HEMPFIELD
Lancaster County, Pennsylvania

Attest:


(Assistant) Secretary

By:


(Vice) Chairman, Board of Supervisors

[TOWNSHIP SEAL]

