

RESOLUTION #2023-9
RECORD DISPOSITION

Resolved by the Council of the Borough of Perkasio, that

WHEREAS, by virtue of Resolution No. 90-1, adopted January 2, 1990, the Borough of Perkasio declared its intent to follow the procedures for the disposition of records as set forth in the Municipal Records Act.


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 That Council of the Borough of Perkasio hereby authorizes the disposition of the following public records as set forth in the Municipal Records Manual approved on July 16, 1993:

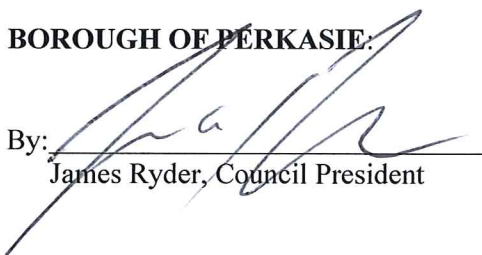
<u>DOCUMENT</u>	<u>RANGE OF DATES</u>
Administrative and Legal Records	
Proof of Publications & Public Hearing Notices	2012 & Prior
Statements of Financial Interest	2017 & Prior
Transient Retail Permits	2019 & Prior
Right to Know Requests-2 Years	2020 & Prior
Payroll Records	
Payroll Timesheets	2015 & Prior
Quarterly Payroll Tax Reports	2015 & Prior
Park and Recreation Reports	
Park Program Files	2015 & Prior
Menlo Pool Memberships	2017 & Prior
General Financial and Purchasing Records	
General Electric Billing	2015 & Prior
Electric Payment Receipts	2015 & Prior
General Fund Daily Receipts	2015 & Prior
Invoices	2015 & Prior
Accounts Payable Check Registers	2015 & Prior
Bank Statements & Reconciliations	2015 & Prior
Receivables	2015 & Prior

THIS RESOLUTION WAS DULY ADOPTED by the Perkasio Borough Council on the
6th day of March, 2023.

ATTEST:

By: 
Andrea Coaxum, Secretary

BOROUGH OF PERKASIE:

By: 
James Ryder, Council President