

AMITY TOWNSHIP
RESOLUTION 17- 09

A RESOLUTION OF THE TOWNSHIP OF AMITY, BERKS COUNTY, PENNSYLVANIA, AUTHORIZING THE DISPOSITION OF RECORDS AS SET FORTH IN ORDINANCE #159, ESTABLISHING THE PROCEDURES FOR DISPOSITION OF RECORDS IN ACCORDANCE WITH THE "RETENTION AND DISPOSITION SCHEDULE FOR RECORDS OF PENNSYLVANIA MUNICIPALITIES" ISSUED ON DECEMBER 16, 2008, AS AMENDED.

WHEREAS, the Board of Supervisors of Amity Township, Berks County, Pennsylvania, enacted and approved Ordinance #159 on April 6, 1998, declaring the intent to follow the procedures for disposition of records as set forth in the "Retention and Disposition Schedule for Records of Pennsylvania Municipalities" issued on DECEMBER 16, 2008, as amended, and empowered the Amity Township Board of Supervisors with the ability to approve each individual act of disposition; and

WHEREAS, it is the intention of the Board of Supervisors of Amity Township, Berks County, Pennsylvania, to dispose of the records as listed herein, as provided for in the "Retention and Disposition Schedule for Records of Pennsylvania Municipalities."

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Supervisors of Amity Township, Berks County, Pennsylvania, that the records custodian for Amity Township, the Township Manager, is authorized to hereby dispose of the records listed herein in an appropriate and acceptable manner.

BE IT FURTHER RESOLVED, that no other records except those listed herein will be disposed of without further approval and Resolution.

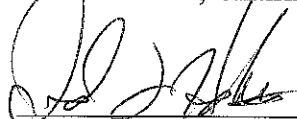
All Bank Statements	2009
All Canceled Checks	2008
All Payroll Records	2009
All Tax Duplicates	2013
All Liquid Fuels Records	2009
All Cash Receipt Journals	2012
All Cash Receipts-checks	2016
All Accounts Payable Records	2009
All Utility Billing Registers	2008
All Accounts Receivable invoices	2009
All Tax Collector Monthly Rpts	2009
All Internal Financial Statements including Journals	2013
All Real Estate Transfer Reports	2013
All Park Usage Forms	2013
All Insurance Policies, Binders and Associated Paperwork	2009

DULY ADOPTED AND APPROVED this 15th day of February, 2017.


AMITY TOWNSHIP BOARD OF SUPERVISORS



Kim McGrath, Chairman



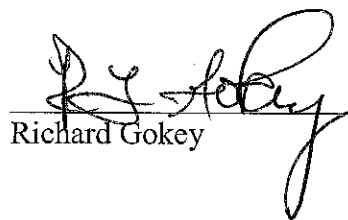
David Hackett, Vice Chairman



Terry Jones

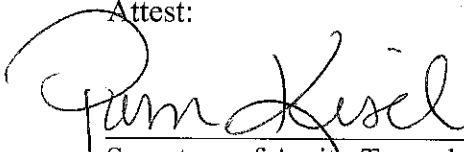


Paul Weller



Richard Gokey

Attest:



Secretary of Amity Township

I, Pam Kisch, Secretary of the Board of Supervisors of the Township of Amity, do hereby certify that the above and foregoing is a true and correct copy of a Resolution adopted by the Board of Supervisors of the Township of Amity, Berks County, Pennsylvania, on February 15th, 2017.

Witness my hand and the seal of said Township this 15th day of February, 2017.



Pam Kisch, Secretary