

**EAST LAMPETER TOWNSHIP  
BOARD OF SUPERVISORS**

**Resolution No. 2017 - 21**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF EAST LAMPETER TOWNSHIP,  
LANCASTER, COUNTY, PENNSYLVANIA DISPOSING OF RECORDS ACCORDING TO  
STATUTORY REQUIREMENTS

WHEREAS, a Local Government Records Committee was created by Act 28 of 1968 and empowered thereby to make rules and regulations for records disposition; and,

WHEREAS, the municipal Records Manual was approved by said committee on December 16, 2008; and,

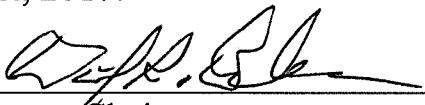
WHEREAS, East Lampeter Township intends to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of East Lampeter Township, Lancaster County, Pennsylvania that it intends to dispose of the following records:

**Financial Records**


<u>Year</u>	<u>Type of Record</u>
2002 through 2011	Insurance Policies, contracts and related papers AL-17
2004-2010	Copies of annual budgets and related papers FN-5 (one copy of budget in permanent file)
2004-2013	Audit work papers FN-7
2004-2014	Applications for employment (not hired) PS-2
2004-2012	Employee Personnel Records (no post termination benefits) PS-8
1992-1999	Assessment Appeal Papers TZ-19
1991-2009	Public Utility Realty Reports PURTA TA-10
1988-1996	Real Estate Tax duplicates (Copies) TA-26

RESOLVED, this seventh day of August, 2017.

  
\_\_\_\_\_  
Chairman

**CERTIFICATION**

I hereby certify that the foregoing is a true and correct copy of Resolution No. 2017-21 enacted by East Lampeter Township Board of Supervisors on the seventh day of August 2017.

  
\_\_\_\_\_  
Secretary