

**DICKINSON TOWNSHIP
CUMBERLAND COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2020-04

A **RESOLUTION** of the Board of Supervisors of Dickinson Township, Cumberland County, Pennsylvania Providing for the Disposition of Certain Records:

WHEREAS, by virtue of Resolution No. 2018-03, adopted February 20, 2018 the Board of Supervisors of Dickinson Township declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved by the Commonwealth's Local Government Records Committee on December 16, 2008 and later amended by said committee on July 30, 2009, in accordance with the Municipal Records Act of January 18, 1968 (P.L. 961, No. 428) (Act 428 of 1968); 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, BE IT RESOLVED that the Board of Supervisors of Dickinson Township, Cumberland County, Pennsylvania, in accordance with the above-cited Municipal Records Manual, hereby authorizes Larry Barrick, Township Manager or Marjorie Metzger, Assistant Manager to dispose of the following public records:

- Vendor Invoices 2012
- Bank deposits and daily cash records 2012
- Bank Statements & Reconciliations 2012
- Payroll & Personnel Files 2012
- Capitol Tax forms & Tax Reports 2012
- DCED Reports 2014
- PA One-Call Reports 2014 & 2018
- Statements of Financial Interest (Ethics) 2014
- Insurance Documents 2013
- Right to Know (RTK) Requests 2017

Township Meeting Recordings (both audio and video) 2018

DULY ADOPTED this 18th day of February, 2020, by the Board of Supervisors.

ATTEST:

Maripine E. Metzger
Secretary

By: [Signature]
Chairperson

By: [Signature]
Supervisor

By: [Signature]
Supervisor

