

# RESOLUTION R-2010-04

## RECORDS DISPOSAL

Hopewell Township, Beaver County, Pennsylvania

**RESOLVED** by the Board of Commissioners of the Township of Hopewell, Beaver County, Pennsylvania, that

**WHEREAS**, by virtue of Resolution No. 2002-16, adopted November 4, 2002, the Township of Hopewell 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, 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 Commissioners of the Township of Hopewell, Beaver County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorize the disposition of the following public records:

1. Sewer & Refuse Cash Receipt Reports 2000 - 2002
2. Cash Receipt Payment Stubs 2001 - 2002
3. Consumption Reports 2001 - 2002
4. Aged Accounts Reports 2001 - 2002
5. Sewer Lien Request/Alpha Files 2002
6. Month-End Reports 2001 - 2002
7. Sewer Billing Summaries 2002

Attest:

  
Andy J. Brunette Manager/Controller

(Seal)

Rich Bufalini, President  
Hopewell Township Board of Commissioners

