

RESOLUTION NO. 061322-1

WHEREAS, by virtue of Resolution No. 021020-4, adopted on February 10, 2020, the Borough Council of the Borough of Gettysburg, Adams County, Pennsylvania, declared its intent to dispose of and manage its records pursuant to the statutory requirements of Act 428 of 1968 of the Commonwealth of Pennsylvania (the “Municipal Records Act”) and to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, as amended March 28, 2019 and any subsequent amendments thereto (the “Municipal Records Manual”); and


WHEREAS, in accordance with the Municipal Records Act, each individual act of disposition of records shall be approved by resolution of the governing body of the municipality.

WHEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Gettysburg, Adams County, Pennsylvania, in accordance with the above cited Municipal Records Act and consistent with schedules and procedures for the disposition and management of municipal records as set forth in the Municipal Records Manual, hereby authorizes the disposition and destruction of the following non-permanent public records of the Borough of Gettysburg:

- Accounts payable records (A-Z) - 2013 (2 boxes)
- Accounts receivable records (A-Z) - 2013 (2 boxes)
- Civil Service testing/examinations – 2005 through 2018 (2 boxes)
- Selective Insurance policies – 2013 through 2015 (1 box)
- Right to Know Requests – 2019 (1 partial box)
- Employee personnel records (not subject to post-termination benefits) – for years prior to 2016 (6 boxes)

THIS RESOLUTION DULY ADOPTED according to law on this 13th day of June, 2022, at a duly advertised general monthly business meeting of the Borough Council of the Borough of Gettysburg.

BOROUGH OF GETTYSBURG

By: 
Wesley K. Heyser
President of Borough Council

Attest:


Sara L. Stull, Secretary