

HONEY BROOK TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA

RESOLUTION NO. 2016- 11

A RESOLUTION OF THE BOARD OF SUPERVISORS OF HONEY BROOK TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, DECLARING THE TOWNSHIP'S INTENT TO FOLLOW THE SCHEDULES AND PROCEDURES FOR DISPOSITION OF RECORDS AS SET FORTH IN THE PENNSYLVANIA MUNICIPAL RECORDS MANUAL.

WHEREAS, a Local Government Records Committee was created by Act 428 of 1968 and empowered thereby to make rules and regulations for records disposition; and

WHEREAS, the Local Government Records Committee issued the Municipal Records Manual on December 16, 2008; and

WHEREAS, the Pennsylvania Municipal Records Manual established the retention and disposition schedule for records of Pennsylvania municipal governments; and

WHEREAS, the Municipal Records Manual was most recently revised and approved by said committee on July 23, 2009; and

WHEREAS, the Township of Honey Brook is a municipal government under the Municipal Records Manual with Retention and Disposition Schedules; and

WHEREAS, the Board of Supervisors of Honey Brook Township desires to dispose of records according to statutory requirements; and

WHEREAS, the applicable statutory requirements for retention and disposition of records are set forth in the Municipal Records Manual with Retention and Disposition Schedules; and

WHEREAS, the Board of Supervisors of Honey Brook Township desires to adopt the Municipal Records Manual with Retention and Disposition Schedules as the schedule for retention and disposition of Township records.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the Township of Honey Brook, that it hereby adopts and declares its intent to follow the schedules and procedures for retention and disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008 as most recently amended and approved on July 23, 2009 for the retention and disposition of Township records.

FURTHER RESOLVED, that if any provision, sentence, clause, section, or part of this Resolution shall for any reason be found to be unconstitutional, illegal or invalid, such determination shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Resolution, and it is hereby declared to be the intent of the Board of Supervisors of the Township of Honey Brook that this Resolution would have been adopted had

such unconstitutional, illegal or invalid provision, sentence, clause, section or part not been included herein.

FURTHER RESOLVED, that all Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

FURTHER RESOLVED, that this Resolution shall become effective immediately or as soon as legally permissible.

RESOLVED, by the Board of Supervisors of Honey Brook Township, Chester County, Pennsylvania this 9th day of MARCH, 2016.

BOARD OF SUPERVISORS OF
HONEY BROOK TOWNSHIP,
CHESTER COUNTY, PENNSYLVANIA

Jim Stueb

Chairman

John H. Malyk

Vice Chairman

Wayne Johnson

Member

Attest:

St. O'Leary

Secretary



CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a Resolution of the Board of Supervisors of Honey Brook Township, Chester County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the 9th day of March, 2016.


Secretary of Honey Brook Township

Dated: 3/10, 2016