

RESOLUTION NO. 9 OF 2019

TOWNSHIP OF MOUNT JOY, ADAMS COUNTY, PENNSYLVANIA

A **RESOLUTION** of the Board of Supervisors of Mt. Joy Township, Adams County, Pennsylvania providing for the disposition of certain records:

WHEREAS, by virtue of Resolution No. 22, adopted November 17, 2011, the Board of Supervisors of Mt. Joy 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, 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 Mt. Joy Township, Adams County, Pennsylvania, in accordance with the above-cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

FILES TO BE DESTROYED IN 2019 - Box #1

1. 2011 US Postal Service
2. 2012 Adams County Tax Collection Committee
3. 2012 Adams County Tax Services
4. 2012 Appointments
5. 2012 A-Z one time payments
6. 2012 Correspondence
7. 2012 PA 1 Call Verification
8. 2012 PSATS
9. 2012 Right to know
10. Adams County Association of Township Officials
11. Adams County Board of Assessment Appeals
12. Adams County Department of Emergency Services
13. Adams County Office of Planning and Development
14. Adams County Real Estate
15. ALPHA #1 Fire Company
16. AQUA Pennsylvania, Inc.
17. Barlow Fire Department
18. Biking through MJT
19. Blue Book
20. Bonneauville Community Fire Department
21. Borough of Bonneauville
22. Borough of Gettysburg
23. Borough of Littlestown
24. BOS Administrative Hearing March 1, 2012
25. BOS Public Hearing February 2, 2012
26. BOS Organization Meeting January 3, 2012
27. BOS Regular Meeting January 19, 2012
28. BOS Regular Meeting February 16, 2012
29. BOS Regular Meeting March 15, 2012
30. BOS Regular Meeting April 19, 2012

RESOLUTION No. 9 of 2019

31. BOS Regular Meeting May 17, 2012
32. BOS Regular Meeting June 21, 2012
33. BOS Regular Meeting July 19, 2012
34. BOS Regular Meeting August 16, 2012
35. BOS Regular Meeting September 20, 2012
36. BOS Regular Meeting October 18, 2012
37. BOS Regular Meeting November 15, 2012
38. BOS Regular Meeting December 20, 2012
39. BOS Workshop Meeting January 5, 2012
40. BOS Workshop Meeting February 2, 2012
41. BOS Workshop Meeting March 1, 2012
42. BOS Workshop Meeting April 5, 2012
43. BOS Workshop Meeting May 3, 2012
44. BOS Workshop Meeting June 7, 2012
45. BOS Workshop Meeting July 5, 2012
46. BOS Workshop Meeting August 2, 2012
47. BOS Workshop Meeting September 6, 2012
48. BOS Workshop Meeting October 4, 2012
49. BOS Workshop Meeting November 1, 2102
50. BOS Workshop Meeting 6, 2012
51. Census – US Department of Commerce
52. Century Link
53. COG – Council of Government (PA) (AC)
54. Computer Works
55. Conditional Use Hearing June 7, 2012
56. Conditional Use Hearing May 9, 2012
57. Constellation
58. Constellation Energy
59. Contract Cleaners
60. County of Adams Interim Tax Duplicate
61. County of Adams Supplemental Tax Duplicate
62. County of Adams Tax Duplicate
63. CS Graphics
64. DEP
65. Diane Dorman (QuickBooks)
66. Eicholtz Company
67. Fire Company Correspondence
68. Gene’s Propane
69. Gettysburg Fire Department
70. Gettysburg Times
71. Goin’ Postal
72. Hanover Hospital (Works)
73. Heflin Electric
74. Herrick Septic & Excavating
75. Hockley & O’Donnell Insurance Agency
76. J. J. Keller
77. Kalasnik, PC
78. Kim Little, MTJ Community Park Taxes

RESOLUTION No. 9 of 2019

79. Kim Little, Tax Collector
80. Legal Ads
81. Media One PA
82. Met-Ed
83. Mockenhaupt Benefits Group
84. Steven Meyer
85. Newspaper Articles
86. PA DEP (Storage Tanks)
87. PA Department of Transportation
88. Pennsylvania One Call System, Inc.
89. PERCS
90. Persons for Committees 2012
91. Planning Commission Org & Regular Meeting January 11, 2012
92. Planning Commission Meeting February 14, 2012
93. Planning Commission Meeting March 13, 2012
94. Planning Commission Meeting April 10, 2012
95. Planning Commission Meeting May 8, 2012
96. Planning Commission Meeting June 12, 2012
97. Planning Commission Meeting July 10, 2012
98. Planning Commission Meeting August 14, 2012
99. Planning Commission Meeting September 11, 2012
100. Planning Commission Meeting October 9, 2012
101. Planning Commission Meeting November 13, 2012
102. Planning Commission Meeting December 11, 2012
103. Planning Commission Workshop January 31, 2012
104. Planning Commission Workshop February 21, 2012
105. Public Hearing August 16, 2012
106. Public Hearing October 18, 2012
107. Public Meeting 2013 Proposed Budget October 18, 2012
108. QuickBooks
109. Rhodes & Simon, LLP
110. Ronnie Reed
111. Shull's Floor Waxing
112. SLW Bookkeeping
113. Smith Elliott Kearns & Company, LLC
114. Susan Smith, Esquire
115. Stanley Steamer
116. Staples Advantage
117. Staples Credit Plan
118. Steven Meyer
119. Strevig Plumbing
120. Susquehanna Bank, PA
121. The Links at Gettysburg
122. The Outlet Shoppes at Gettysburg
123. Tri-State Traffic Data, Inc.
124. US Postal Service
125. USPS PO Box 153
126. Visa Card Receipts

RESOLUTION No. 9 of 2019

127. Wickline Excavating
128. William F. Hill
129. Wogans (General Account)
130. ZEPP Court Reporting
131. Zoning Hearing Board Organization Meeting January 16, 2012
132. Zoning Hearing Board May 22, 2012
133. 2012 Junkyard Inspections/Licenses
134. Adams County Tax Claim Bureau Twp. Disbursements
135. Adams County of Common Pleas Twp. Disbursement Reports
136. Admission Tax Reports
137. Comcast Franchise Fee Receipts
138. EIT Earned Income Tax YATB Distribution
139. Liquor Control Board Receipts
140. Magisterial Court
141. Linda K. Myers, Transfer Tax
142. Per Capita Delinquent
143. Real Estate Tax Distribution
144. State Police Fines and Penalties
145. YATB & LST Distribution
146. KPI Invoice – SWM

FILES TO BE DESTROYED IN 2018 - Box #2

1. 2012 Allocations
2. 2012 Road Salt Contract
3. 2012 Audit for 2011 Monitoring Review, PA Dept of Transp. Audit
4. 2012 LF Audit for 2011, PA Auditor's General Dept.
5. 2012 LF Depots
6. 2012 LF Bank Statements – Susquehanna
7. 2012 Diesel & Gas Meter Reading Reports
8. 2012 Vendor Files
9. 2012 Seal Coat Project/Bids
10. 2012 Line Painting Project/Bids
11. 2012 PA One Call Reports
12. 2012 Payroll:
 - 1st Quarter
 - 2nd Quarter
 - 3rd Quarter
 - 4th Quarter
13. 2012 Payroll Quarterly Taxes;
 - 1st Quarter Taxes
 - 2nd Quarter Taxes
 - 3rd Quarter Taxes
 - 4th Quarter Taxes
14. Act 32 EIT Taxes Info.
15. Quarterly Tax General Info.

RESOLUTION No. 9 of 2019

16. 2012 General Fund Bank Statements – Susquehanna Bank
17. 2012 Payroll Bank Statements – Susquehanna Bank
18. 2012 Mud College Schoolhouse – ACNB
19. 2012 Deposit Slips
20. 2012 Voided Checks
21. Susquehanna Bank – General Fund Cancelled Checks (Jan – June)
22. Susquehanna Bank – General Fund Cancelled Checks (July – Dec)

ADOPTED this 8th day of January 2019.

Attest:

Mount Joy Township
Adams County, Pennsylvania
Mount Joy Township Board of Supervisors

Sheri L. Moyer, Secretary

John E. Gormont, Chairman

SEAL

I, Sheri L. Moyer, Secretary for Mount Joy Township, do hereby attest that the foregoing Resolution No.9 of 2019 as voted upon and approved by Unanimous vote of the Board of Supervisors on the 8th day of January 2019.