

SILVER SPRING TOWNSHIP
Cumberland County, Pennsylvania

RESOLUTION 2017-10

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
SILVER SPRING TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA,
DECLARING THE DISPOSITION OF CERTAIN TOWNSHIP RECORDS IN
ACCORDANCE WITH THE SCHEDULES AND PROCEDURES
FOR DISPOSITION OF RECORDS AS SET FORTH IN THE
MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16, 2008.**

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 Municipal Records Manual was approved by said committee on December 16, 2008; and,

WHEREAS, the Township of Silver Spring desires to dispose of records according to statutory requirements; and

WHEREAS, the Township pursuant to Resolution 2014 -19, resolved that it intends to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual that was approved on December 16, 2008.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Silver Spring Township, Cumberland County, Pennsylvania, that the following records be disposed in accordance with the schedules and procedures for disposition of records as set forth in the Municipal Records Manual that was approved on December 16, 2008: all files dated 1977 through 2009 for Residential Zoning Permits and Zoning Permits for temporary sign permit files dated 2005 through 2012, Zoning Violation Letters dated 1959-1995, Payroll files dated 1998-2007, Timecards dated 1998- 2006, Audit information dated 2001 – 2007, Invoices dated 2000-2007.

ADOPTED as Resolution 2017-10, this 22nd day of March, 2017.

ATTEST:

**SILVER SPRING TOWNSHIP
BOARD OF SUPERVISORS**



Secretary

By: 

Chairman