RESOLUTION NO. 2018-

BE IT RESOLVED by the Council of the City of Bethlehem, Northampton County, Pennsylvania, That

WHEREAS, by virtue of Resolution No. 2010-6, adopted January 4, 2010, the City of Bethlehem declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, 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 Council of the City of Bethlehem, Northampton County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

Office: Department of Police

See Exhibit A

	Sponsored by			
ADOPTED by Council this	day of	, 2018.		
ATTEST:		President of Council		
City Clerk				

EXHIBIT A

DEPARTMENT OF POLICE Records to be Approved for Destruction

DESCRIPTION OF RECORDS	YEAR(S)	BOX SIZE L x W x H	# OF BOXES	RECORDS MANUAL SECTION
Smooth Operator Agg Driving	2007-2010	18" x 11" x 9.5"	1	PO-10
Pawn Shop transaction logs	2015	24" x 12" x 10"	1	PO-6
Hit and Run crashes	2000-2001	10.5 x 12" x 12"	1	PO-8
Crime Offenses	2010-2011	20" x 12" x 9"	1	PO-6
Status Sheet offenses	2015	18" x 11.5" x 9"	3	PO-6
Traffic Citation	2014	18" x 11.5" x 9"	3	PO-4
Purchasing orders	2009/10	18" x 11.5" x 9"	1	FN-18
Arrests	2013	18" x 11.5" x 9"	2	PO-8
Status Sheets	2014-15	18" x 11.5" x 9"	3	PO-6
Missing Persons returned	2009-2011	18" x 11.5" x 9"	2	PO-17
Vehicle Check Sheets	2012-2015	16" x 15" x 12"	2	PO-10
Faulty Slips	2013-14	13" x 10" x 8"	2	PO-4
Time entry verifications	2008	18" x 11.5" x 9"	1	PL-14