

RESOLUTION NO. 2020 -

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

WHEREAS, by virtue of Resolution No. 2010-6, adopted 1/04/2010, 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 Water and Sewer Resources

See Exhibit A

Sponsored by: _____

ADOPTED by Council this day of 2020.

President of Council

ATTEST:

City Clerk

EXHIBIT A

**DEPARTMENT OF WATER AND SEWER RESOURCES
Records to be Approved for Destruction**

Description of Records	Year(s)	Box Size	Number of Boxes	Records Manual Section Code
Administrative and Subject Files: Routine Correspondence	2015-2013	24x13x10	2	AL-1 (3)
Acct Payable Files and Ledgers: Purchase Orders	2012	24x13x10	1	FN-18
Acct Payable Files and Ledgers: Purchase Orders	2013	24x13x10	1	FN-18
Grant Administration Records: PA H2O	2009-2012	18x12x10	1	AL-14