RESOLUTION NO. 2025-

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: Health Burea	u		
See Exhibit A	A		
	Sponsored by:		
ADOPTED by Council this	day of	, 2025.	
		President of Council	
ATTEST:			
City Clerk			

EXHIBIT A

Number of boxes	Year(s)	Description	Box Dimensions	State document page and section
		DEPARTMENT OF HEALTH		
		Records to be approved for Destr	uction	
2	2012-2022	Former Employees information folder	10Hx12Wx24L	HD 6-C
2	2012-2020	Employee time/record sheets	10Hx12Wx15L	HD 6-C
3	2017-2022	Grant Program Invoicing packets	10Hx15Wx24L	HD 4
2	2018-2019	Animal Bite reports/Investigations	10Hx12Wx15L	HD-66
2	2013-2018	Flu consent forms	10Hx12Wx15L	HD 65
2	2022	Copies of Pcard Reports for	10Hx15Wx15L	HD 4
		Lisa and Yolanda		
2	2019-2021	Program grant binders	10Hx15Wx15L	HD 4