

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 Bureau – Environmental Health

See Exhibit 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
		EXHIBIT A		
		DEPARTMENT OF HEALTH		
		Records to be approved for Destruction		
2	1970-2020	Food Protection - Applications for annual licenses, receipts for payment of license fees, copies of licenses, inspection reports, complaints, field activity reports, bacteriological and chemical analyses reports, notices of violation, enforcement and legal actions, and general correspondence relating to the following	10Hx12Wx15L	Page 6, section HD-28
3			10Hx12Wx26L	
3	2017-2022	Plan Reviews for the Construction of New or Remolded Eating Establishments	10Hx12Wx15L	Page 7, section HD-30