

RESOLUTION NO. 2026-_____

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: Administration Department – Financial Services

See Exhibit A

Sponsored by: /s/ _____

/s/

ADOPTED by Council this day of , 2026.

/s/ _____
President of Council

ATTEST:

/s/ _____
City Clerk

Administration Department – Financial Services
Records to be Approved for Destruction

<u># of items</u>	<u>Type of Container</u>	<u>Years of Records</u>	<u>Description of Documents</u>
35	9 x 4 x 24	2018	Utilities/City Tax receipts
1	12 x 10 x 15	2018	Magistrate Reports May-December; City Refunds
1	12 x 10 x 15	2017 -2018	Magistrate Reports – Sept – Dec 2017; Jan -April 2018
1	12 x 10 x 15	2018	Daily Settlement Sheets
1	12 x 10 x 15	2018	Various Types of City Receipts- Permits; Recreation
1	12 x 10 x 15	2018	Various Types of City Receipts - Permits
1	12 x 10 x 24	2018	Various Types of City Receipts - Permits Cash out reports
1	12 x 10 x 15	2018	Various Types of City Receipts – Permits; 016-073
1	12 x 10 x 15	2018	Various Types of City Receipts- Revenue code 076-118
1	12 x 10 x 15	2018	Various Types of City Receipts - Revenue codes 110-120; Golf; CDBG Capital; Medical
1	12 x 10 x 15	2018	Various Types of City Receipts - Revenue code 122-173; Recreation; Portnoff
1	12 x 10 x 15	2018	Various Types of City Receipts - Revenue code 158-161