

Resolution No. 2018-5

BOROUGH OF ELIZABETHTOWN LANCASTER COUNTY, PENNSYLVANIA

A RESOLUTION OF THE BOROUGH OF ELIZABETHTOWN INDICATING ITS INTENT TO FOLLOW THE SCHEDULES AND PROCEDURES FOR DISPOSITION OF RECORDS AS SET FORTH IN THE MUNICIPAL RECORDS MANUAL APPROVED ON DECEMBER 16, 2008 (AS AMENDED JULY 23, 2009), AND AUTHORIZING THE DISPOSAL OF SEVERAL RECORDS IN ACCORDANCE WITH THIS SCHEDULE

WHEREAS, by virtue of this Resolution, Elizabethtown Borough declares 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 (as amended July 23, 2009); and

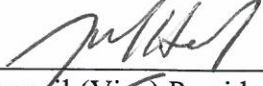
WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED that the Borough Council of the Borough of Elizabethtown, Lancaster County, in accordance with above-cited Municipal Records Manual authorizes disposition of the following records:

- Parking Tickets – 2014 and 2015
- Arrest Jackets:
 - Criminal Arrests – 1997 and prior
 - Non-Traffic Citations – 2012 and prior
- Traffic Citations – 2013 and prior
- Voided Citations – 2012
- Mug Shot Photos – 2004 and prior
- Arrest Logs – 1999 – 2006
- Court Logs – 1999, 2001, 2002, 2004

DULY ADOPTED this 15th day of March, 2018, by the Borough of Elizabethtown in lawful session duly assembled.

ATTEST: 
Secretary

ELIZABETHTOWN BOROUGH
BY: 
Council (Vice) President

[BOROUGH SEAL]