

## **Resolution No. 2024-02**

### **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 MARCH 28, 2019), 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 Pennsylvania Historical and Museum Commission Bureau of the Pennsylvania State Archives Municipal Records Manual approved on December 16, 2008 (as amended March 28, 2019); and

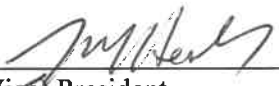
**WHEREAS**, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality.

**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 public records listed in Exhibit A attached.

**DULY ADOPTED** this 18<sup>th</sup> day of January, 2024, by the Borough of Elizabethtown in lawful session duly assembled.

ELIZABETHTOWN BOROUGH  
Lancaster County, Pennsylvania

ATTEST:   
Secretary

BY:   
(Vice) President  
Borough Council

[BOROUGH SEAL]

## **Exhibit A**

### **Elizabethtown Police Department Records**

- 2015 - Clean Validations
- 2015 - 2020 Special Event Permits
- 2016 – 2017 Accident Reports
- 2017 – November & December Incident Reports
- 2017 - 2018 Receipt Books
- 2018 – Traffic Citations
- 2019 – Solicitors Permits (Issued/Denied/Never picked up)
- 2019 - 2020 Clean/NCIC Validations
- 2020 – UCR /Monthly Reports
- 2020 & 2021 Right to Know Request (Approved/Denied)
- 2020 – 2022 Hearing Notices
- 2023 – Vacation Watches
- Arrest Jackets
- Maryland License plate (2) 1DH7029
- Old DJ address
- Traffic Citations C5489757-0, C5489758-1, C5489759-2, C548963-6 & C5489764-0
- Non-Traffic Citations R2553924-2, R2553925-3, R2553926-4, R2553927-5 & R2553928-6