

**RESOLUTION #2025-14  
RECORD DISPOSITION**

Resolved by the Council of the Borough of Perkasio, that

WHEREAS, by virtue of Resolution No. 90-1, adopted January 2, 1990, the Borough of Perkasio declared its intent to follow the procedures for the disposition of records as set forth in the Municipal Records Act.

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 Borough of Perkasio hereby authorizes the disposition of the following public records as set forth in the Municipal Records Manual approved on July 16, 1993:

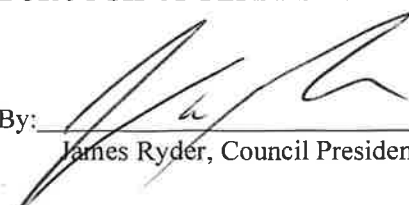
<u>DOCUMENT</u>	<u>RANGE OF DATES</u>
Administrative and Legal Records	
Bids & Proposals	2010 & Prior
Council Packets (Paper Copy)	2018 & Prior
Proof of Publications & Public Hearing Notices	2014 & Prior
Right to Know Requests	2022 & Prior
Statements of Financial Interest	2019 & Prior
Transient Retail Permits	2021 & Prior
Payroll Records	
Payroll Timesheets	2017 & Prior
Quarterly Payroll Tax Reports	2017 & Prior
Park and Recreation Reports	
Menlo Pool Daily Activity Reports	2017 & Prior
Menlo Pool Employment Applications	2017 & Prior
Menlo Pool Emergency Action Plan	2017 & Prior
Menlo Pool Memberships	2017 & Prior
Menlo Pool Waivers	2017 & Prior
General Financial and Purchasing Records	
Accounts Payable Check Registers	2017 & Prior
Electric Payment Receipts	2017 & Prior
General Electric Billing	2017 & Prior
General Fund Daily Receipts	2017 & Prior
Invoices	2017 & Prior
Receivables	2017 & Prior

THIS RESOLUTION WAS DULY ADOPTED by the Perkasio Borough Council on the 3<sup>rd</sup> day of March, 2025.

**ATTEST:**

**BOROUGH OF PERKASIE:**

By:   
Andrea Coaxum, Secretary

By:   
James Ryder, Council President