

A RESOLUTION OF
CALN TOWNSHIP, CHESTER COUNTY
RESOLUTION 2019-15

Resolved by the Board of Commissioners of Caln Township Chester County, Pennsylvania, That

WHEREAS, by virtue of Resolution 2018-06, adopted February 22, 2018, the Caln Township Board of Commissioners declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved December 16, 2008, and 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 IT RESOLVED That the Board of Commissioners of Caln Township, Chester County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records at the April 11, 2019 Board of Commissioners meeting.

- 1) Arrest Folders (Excluding Homicides & Suspicious Deaths) for Arrests over 20 Years Old - 1957-1998
 - 2) Police Records, Citations, Parking Tickets, etc. that are Older than Municipal Guidelines Requirements - 1957-1998
 - 3) Board of Commissioners Minute Tapes - 1983-1987
 - 4) Finance Ledgers - 1995 and Prior
 - 5) Employee Records who Separated Without Post Termination Benefits - 2013 and Prior
 - 6) Settled Law Suits versus Caln Township Documentation - 1997 and Prior
- Box: S1 – 2000-2007 DARA Meeting Correspondence (DocStar)
1998 DARA Meeting Correspondence (DocStar)
- Box: S5- 1994-1996 Commercial Sewer Meter Readings (DocStar)
2003-2016 Resident Notice of Violation (DocStar)
2003-2012 Resident Concern Report (DocStar)
2006-2016 Miscellaneous Sewer Authority Invoice (copies) (DocStar)
2006-2015 Resident Notice Door Vent Cleanout (copies) (DocStar)
2004-2016 Resident Miscellaneous Sewer Authority (letter, emails, letter notice to connect) (DocStar)
- Box: S6 2008-2013 Weekly Time Sheets (Wastewater Dept.) (DocStar)
2014-2015 Bi-Weekly Timesheets (Vacation, Overtime, Request time off) Wastewater Dept.) (DocStar)
- Box: S7 2003-2010 Sewer Lateral Permit Installation (street files) (DocStar)
- Box: S8 1970 Sanitary Sewer Application Construction Permit (DocStar)
2004 Sump Pump Program Questionnaire (DocStar)
- Box: S11 2003 Recycling Correspondence (DocStar)
2007 Waste Management Tonnages (DocStar)

- 2006 Recycling Tonnages (DocStar)
- 2005 Monthly Recycling Reports (DocStar)
- Solid Waste Planning Guide (DocStar)
- 1988 Waste Reduction Act (letter)
 - Recycling Manual (DocStar)
- 2004 Recycling Correspondence (DocStar)
- 2001 WM Tonnages (DocStar)
- 2002 Waste Management Weights (DocStar)
- Box: S10 2009 Trash Fund Budget Copy (DocStar)
- 2008 BOC/HOA Trash Meeting (DocStar)
- 2008 Trash Collection Survey (DocStar)
- 2008 Trash Miscellaneous (flyers, Emails) (DocStar)
- 1999 JP Mascaro Bidder Documents (DocStar)
- 1999 Tabulation Sheets (DocStar)
- Box: S16 2010 Recycling Material Emails (DocStar)
- 2000 Weekly Meter Readings (DocStar)
- 2004 Weekly Meter Readings (DocStar)
- 2001-2004 Leaf Collection (DocStar)
- 2000 Leaf Collection Advertisement (DocStar)
- 2004-2012 Recycling Correspondence Letter from Nancy and Flyers (DocStar)
- 2004-2008 Recycling Disbursement (DocStar)
- 1996 Waste Management Bid Bond Return (DocStar)
- 1993-1994 Hauler Bidders Return Bid Bond (DocStar)
- 2008 Pre-Bid Meeting Recycling Correspondence (DocStar)
 - Yardwaste Compost Facilities under PA 25 Code (DocStar)
- 2008 Caln Township Trash Collection Presentation (DocStar)
- 2008 Bid Packet Cart (DocStar)
- 2004 Recycling Estimate for Greg (files, emails) (DocStar)

(218 Boxes-218 Cubic Feet)

DULY ADOPTED, BY THE Governing Body of Caln Township, this 11 day of April, 2019.

Attest:

CALN TOWNSHIP
BOARD OF COMMISSIONERS

Kristen Denne, Township Secretary

Jennifer M. Breton, President

George M. Chambers, Vice President

Joshua B. Young, Member

John D. Contento, Member

Lorraine Tindaro, Member