

A RESOLUTION OF
CALN TOWNSHIP, CHESTER COUNTY
RESOLUTION 2020-05

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 January 30, 2020 Board of Commissioners meeting.

- 1) Contractor Licenses 2011 and Prior
- 2) Contractor Insurance 2011 and Prior
- 3) Code Complaints, Citations, Notices of Violation, and Investigations
- 4) All Tel Comp Solutions Phone System Work Orders
- 5) 2019 Board of Commissioners Tape Recordings
- 6) 2019 Paper Copies Monthly Director Reports
- 7) 2019 Paper Copies Monthly Board of Commissioners Packets
- 8) 2016 Township Employment Survey
- 9) 2016 and 2017 Job Applications, Resumes, and other Pre–Employment Records for Persons Not Hired
- 10) Check Registers 2012 and Prior
- 11) Qualified Employee CDL Drug Test Results & Corresponding Paperwork for past Employees (According to the U.S. Department of Transportation and Federal Regulations)
- 12) Township Employment Survey 2016

Boxes: 3

Cubic Feet: 3

DULY ADOPTED, BY THE Governing Body of Caln Township, this 30 day of January, 2020.

ATTEST

BOARD OF COMMISSIONERS
CALN TOWNSHIP

Kristen Denne, Secretary

Paul Mullin, President

Jane Kennedy, Vice President

Joshua Young, Member

Lorraine Tindaro, Member

Mark Evans, Member