

LOWER NAZARETH TOWNSHIP

Board of Supervisors

A Resolution pertaining to Disposition of Municipal Records

WHEREAS, by virtue of Resolution #LNT-08-10, adopted March 10, 2010, the Lower Nazareth Township Board of Supervisors, Northampton County, Pennsylvania, declared 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; 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;

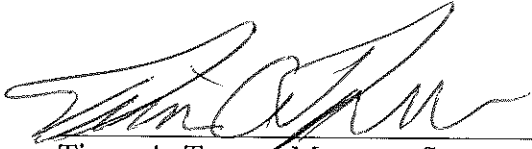
NOW THEREFORE, BE IT RESOLVED that the Lower Nazareth Township Board of Supervisors of Northampton County, Pennsylvania, in accordance with the above-cited Municipal Records Manual, hereby authorize the disposition of the following public records:

- Balance Sheets – 1990, 1991, 1994 through 1996
- Bank Statements – 1989, 1991 through 1997
- Bankruptcy Notice – 1984, 1986
- Building/Zoning Revenue Logs – 1975 through 1987
- Building Permit Receipts – 1975 through 1985
- Employee W2s – 1988, 1990 through 1995
- Finance – Checks/Expenses – 1989, 1991, 1992, 1994 through 1998
- Finance – Receipts/Revenue – 1991 through 1998
- Payroll – Earned Income Tax – 1989, 1993 through 1997
- Payroll – Federal Withholding – 1989 through 1991 & 1993 through 1997
- Payroll – Occupational Privilege Tax – 1989 through 1991 & 1993 through 1997
- Payroll – State Taxes – 1989 through 1991 & 1993 through 1997
- Payroll – Unemployment – 1989 through 1991 & 1993 through 1997
- Payroll – Timecards – 1988, 1989, 1991, 1996, 1997
- Real Estate Taxes – 1984 through 1988 & 1990 through 1997
- Real Estate Taxes Delinquent - 1984 through 1988 & 1990 through 1997
- Real Estate Taxes Prior Year – 1984, 1985, 1988, & 1990 through 1997
- Admission Tax – 1984 through 1988, 1990 through 1993 & 1995 through 1997
- Earned Income Taxes – 1987, 1988, 1990 through 1994 & 1996, 1997
- Earned Income Taxes Prior Year – 1987, 1988, 1990 through 1994 & 1996, 1997
- Occupational Privilege Tax – 1985 through 1988, 1990 through 1994 & 1996, 1997
- Real Estate Transfer Tax – 1984 through 1988 & 1990 through 1997

ADOPTED AND APPROVED this 9th day of June 2010, at a regular public meeting.
Motion made by James S. Keninger and seconded by Martin J. Boucher. The
motion carried unanimously.

ATTEST:

BOARD OF SUPERVISORS



Timm A. Tenges, Manager, Secretary/Treasurer



Robert S. Kucsan, Vice-Chairman