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RESOLUTION #2026-12

PLUMSTEAD TOWNSHIP
BUCKS COUNTY, PAA RESOLUTION DECLARING THE TOWNSHIP OF PLUMSTEAD'S INTENT TO DISPOSE OF RECORDS AS
SET FORTH IN THE MUNICIPAL RECORDS MANUAL APPROVED ON MARCH 17, 2009, AND IN
ACCORDANCE WITH RESOLUTION #2009-07.

WHEREAS, by virtue of Resolution No. 2009-07, adopted March 17, 2009, Plumstead Township declared its intent to follow the schedules and procedures for the 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 Board of Supervisors of Plumstead Township, Bucks County, Pennsylvania, in accordance with the above-cited Municipal Records Manual, hereby authorizes the disposition of the records hereto and incorporated herein as **Exhibit A**.

RESOLVED, at a duly convened meeting of the Board of Supervisors of Plumstead Township conducted on this 12th day of August 2026. Administrative

PLUMSTEAD TOWNSHIP BOARD OF SUPERVISORS

Handwritten signature of Matthew Given in black ink.

Matthew Given, Chair

Handwritten signature of Kenneth Lichtenstein in black ink.

Kenneth Lichtenstein, Vice Chair

Handwritten signature of Daniel Hilferty in black ink.

Daniel Hilferty

Handwritten signature of Jennifer Moroney in blue ink.

Jennifer Moroney

Handwritten signature of Gregory Bankos in black ink.

Gregory Bankos

Handwritten signature of Stacey Mulholland in blue ink.

Attest: Stacey Mulholland, Township Manager

Exhibit A

Finance Township Records to be destroyed for 2026 (as of 5/8/2026)

1. 2015 - Finance Receivables, Accounts Payable, Keystone Collections, and Bank Reconciliations
2. 2013, 2014, 2015, 2016, 2018 – Upset Tax Sale Listing/Correspondence
3. 2015, 2016 & 2017 - Professional Services Escrows
4. 2015 & 2016 - Water Receivables, Water Billing and Water Shut Off Information