

**HALFMOON TOWNSHIP
CENTRE COUNTY, PENNSYLVANIA**

RESOLUTION 2022 - 09

**AUTHORIZING FOR DISPOSITION OF RECORDS AS SET FORTH IN THE
*MUNICIPAL RECORDS MANUAL***

RESOLVED BY Township of Halfmoon, Centre County, Pennsylvania, that

WHEREAS, by virtue of Resolution 2004-35 adopted on the 22nd day of July, 2004, Halfmoon Township declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Pennsylvania Historical and Museum Commission *Municipal Records Manual*, approved on December 16, 2008, last revised 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 Halfmoon Township Board of Supervisors, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of records as cited below:

- 2007.01.31 McCarthy Tire & Automotive Centers Application of Credit Approval Letter
- 2003.10.21 McCartney's Inc. Credit Application
- 1996.10.14 Office Depot Credit Application and order information that pre-dates 2006
- 2000.09.20 Giant Food Stores Inc Charge Application and order history that pre-dates 2006
- MCI WorldCom Account cards – pre-dates 2006
- 1998.03.17 Groff Tractor & Equipment, Inc. Credit Application
- 2000.05.30 Farm Plan Credit Application
- Five copies - 2020.04.24 Houtz Self Storage NPDES Permit Package Document 3 PCSM Plan Supporting Information
- Four copies - 2020.04.24 Houtz Self Storage NPDES Permit Package Document 1 Forms
- 2013.08.08 Roaring Spring Bottling Agreement
- 2002.04.05 Ritter Engineering Application for Credit
- Old copy of 911 Address Book
- 2018.02.09 Registered Voter List
- Three - Halfmoon Township Open Space Future Acquisitions Account Deposit Books
- Jersey Shore State Bank Halfmoon Township Open Space Future Acquisitions Account Checks # 0101-0100
- PLGIT Halfmoon Township Open Space Preservation Account Checks # 0785-0850
- M&T Bank Halfmoon Township Operating Fund Reserved Account Checks # 1004-1250
- Seven copies - Final Minor Subdivision and Lot Addition from Glenn O. Hawbaker, Inc., Tax Parcel 17-001-025A, to lands of Patrick G. Hawbaker & Jennifer L. Hawbaker, Tax Parcel 17-001-025A

- 2021.08.16 Corelogic Escrow Check Stubs for School Taxes
- 2021.02.24 First National Bank Escrow Check Stubs for Real Estate Taxes
- 2021.08.02 Wells Fargo Escrow Check Stubs for School Taxes
- 2021 Corelogic Duplicate Tax Bills
- 2021.07.06 Universal Settlement Services of PA LLC check stub - taxes
- 2021.07.13 First Citizens Community Bank check stub - taxes
- 2021.07.19 First National Bank Cashier Check stub - taxes
- 2021.07.14 BB&T Bank stub – taxes

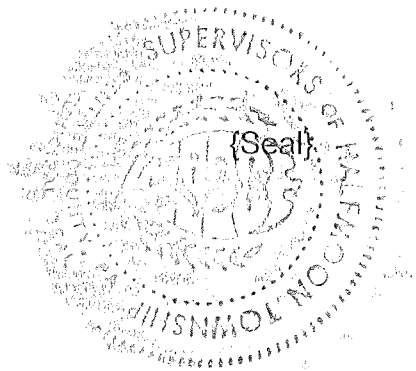
RESOLVED and adopted this 3rd day of January 2022.

Attest:

By and for the Board of Supervisors

Amy Smith
Township Secretary

[Signature]
Chair



I, Amy Smith, Secretary for Halfmoon Township, do hereby attest that the foregoing Resolution No. 2022-09 was voted upon and approved by majority vote of the Board of Supervisors on the 3rd day of January, 2022.