

STATUTORY RESOLUTION NO. 08 - 2015

**RESOLUTION RESCINDING RESOLUTION NO. 94-15 AND REPLACING AND REVISING
THE NAME, MEMBERS AND MEETING SCHEDULE OF THE WEST CHESTER
TOWNSHIP RECORDS COMMISSION**

WHEREAS, the Board of Trustees of Union Township [nka West Chester Township] adopted resolution 94-15 on March 22, 1994 establishing a Union Township Records Commission with members “to be President of the Trustees, Township Clerk and Butler County Auditor” ; and,

WHEREAS, the Union Township Records Commission was established under Section 149.42 of the Ohio Revised Code with the stated purposes of establishing “guidelines as to records which are to be kept or destroyed”, and the Commission will meet once each year for review of records; and

WHEREAS, Section 149.42 of the Ohio Revised Code has been revised over the years and currently states a Township Records Commission shall be composed of the chairperson of the Board of Township Trustees and the Fiscal Officer of the township and the Commission shall meet at least once every twelve months and upon the call of the chairperson;


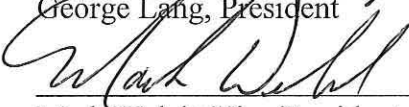
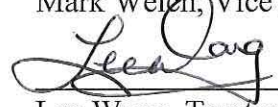
NOW THEREFORE, BE IT RESOLVED the West Chester Township Board of Trustees hereby agrees to:

SECTION 1. Rescind Resolution No. 94-15 and replace with this Resolution

SECTION 2. Establish the West Chester Township Records Commission comprised of the President of the West Chester Township Board of Trustees and the West Chester Township Fiscal Officer according to current public records law as written in ORC Section 149.42

SECTION 3. Designate the meeting schedule of the West Chester Township Records Commission as a minimum of once every twelve months or more frequently upon the call of the chairperson for the purpose of reviewing applications for one-time disposal of obsolete records and schedules of records retention and disposition submitted by Township offices

Adopted this 24th day of March, 2015.

 _____ George Lang, President	YES _____ Yes / No
 _____ Mark Welch, Vice President	YES _____ Yes / No
 _____ Lee Wong, Trustee	Yes _____ Yes / No

ATTEST:



Bruce Jones, Township Fiscal Officer

APPROVED AS TO FORM:



Donald L. Crain, Law Director