

**BOROUGH OF BROWNSVILLE
FAYETTE COUNTY
COMMONWEALTH OF PENNSYLVANIA**

RESOLUTION NO. R-01-2025

**A RESOLUTION OF BOROUGH COUNCIL OF THE BOROUGH OF
BROWNSVILLE, FAYETTE COUNTY, COMMONWEALTH OF
PENNSYLVANIA, ESTABLISHING PROCEDURES FOR THE STANDARD
DESTRUCTION OF COPIES OF CERTAIN TAX RECORDS**

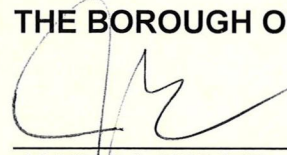
WHEREAS, the Borough of Brownsville has declared its intent to follow the procedures for the disposition of records as set forth in the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued on May 17, 1982, as amended March 28, 2019.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Brownsville, Fayette County, Commonwealth of Pennsylvania, in a meeting held on this 12th day of February 2025, by majority vote, hereby adopts a Resolution to destroy the following tax collector records:

2013-2014 returned mail for property and per capita tax bills
2013-2014 paid property and per capita tax bills
2013-2014 unpaid listing and bills for property and per capita taxes
2013-2014 monthly and year-end tax collector reports

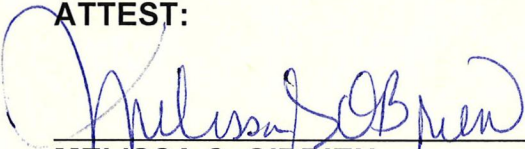
DULY ADOPTED this 12th day of February 2025 by the Borough Council of the Borough of Brownsville, Fayette County, Commonwealth of Pennsylvania, in lawful session duly assembled.

THE BOROUGH OF BROWNSVILLE



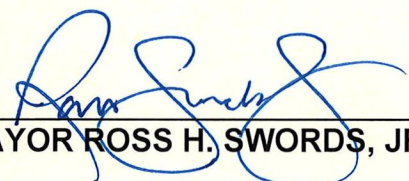
JAMES LAWVER, COUNCIL PRESIDENT

ATTEST:



**MELISSA S. O'BRIEN
OFFICE MANAGER/TREASURER**

AND NOW, this 12th day of February 2025, the above Resolution is hereby examined and approved.



MAYOR ROSS H. SWORDS, JR.

