

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP RECORDS COMMISSION MEETING

APRIL 25, 2011

Present: John E. Pizzino, President, Board of Trustees
Randy Gonzalez, Fiscal Officer

Fitzgerald reminded everyone that Pizzino and Gonzalez were the members of the Commission.

Gonzalez called the meeting to order.

ATTACHMENT 04/25/11 A

Gonzalez moved and Pizzino seconded a motion to approve the attached records retention and disposition forms and authorize record disposal in accordance with record retention and disposal regulations:

RC-2 Schedule of Records Retention and Disposition
Police
Zoning

RC-3 Certificate of Records Disposal
Zoning
Administration
Legal
Fiscal
Highway
Police
Fire

2-0 yes

Gonzalez moved and Pizzino seconded a motion to adjourn.

2-0 yes

John Pizzino

Randy Gonzalez