

RECORD OF PROCEEDINGS
Clearcreek Township Records Commission

1713

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held October 18, 2010
(YEAR)

The Clearcreek Township Records Commission met on October 18, 2010 at 4:11 p.m. in a called session with the following members present: Mr. Wade and Mrs. Oda.

Mrs. Oda moved to adopt the revised schedule of record retention (RC-2) form for the Police Department. The motion was seconded by Mr. Wade and upon roll call the vote was as follows: Mrs. Oda-yea; Mr. Wade-yea.

Mrs. Oda moved to accept the certificates of record disposal (RC-3) forms from all departments. The motion was seconded by Mr. Wade and upon roll call the vote was as follows: Mrs. Oda-yea; Mr. Wade-yea.

With no further business Mrs. Oda moved for adjournment. The motion was seconded by Mr. Wade and upon roll call the vote was as follows: Mrs. Oda-yea; Mr. Wade-yea.



Ed Wade, Chairperson
Clearcreek Township Trustee



Linda Oda
Clearcreek Township Fiscal Officer