

Resolution Approving Local Record Retention and Disposition Schedules

WHEREAS, in accordance with N.C. Gen. Stat. § 121-5(c) and § 132-8, the State Archives of North Carolina of the Department of Natural and Cultural Resources has prepared General Records Schedules for Local Government Agencies to use when managing the records in their offices; and

WHEREAS, local governing bodies must approve such schedules before the same may be used to authorize the destruction of public records and must rely on such schedules when making decisions concerning the preservation and disposition of official records; and

WHEREAS, the County Legal Department has reviewed the current General Records Schedules for Local Government Agencies together with all relevant Amendments thereto and has collaborated with the appropriate County officials and department heads to supplement said schedules, where required, with specific agency policies; and

WHEREAS, the result of said collaboration are the retention schedules attached hereto as Exhibit A, which the County Legal Department recommends this Board adopts; and

WHEREAS, this Board of Commissioners is of the opinion that it is in the best interests of the citizens and residents of Buncombe County to approve the retention schedules attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Buncombe as follows:

1. That the retention schedules attached hereto as Exhibit A are hereby approved.
2. That the Chair, Vice Chair, and County Manager, or any of them, or their designee, acting individually or collectively, are hereby authorized, empowered and directed to take all actions necessary or appropriate in the judgment of such officers to accomplish the purposes and intents of this Resolution.
3. That, by and with the consent of the County Legal Department, County staff is hereby instructed to proceed with this undertaking and all acts and doings of officers, employees and agents of the County, whether taken prior to, on, or after the date of this Resolution, that are in conformity with and in the furtherance of the purposes and intents of this Resolution as described above shall be, and the same hereby are, in all respects ratified, approved and confirmed.

4. That any prior resolutions or parts thereof of the Board in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.
5. That this resolution shall become effective upon its adoption.

This the 15th of February, 2022.

ATTEST

BOARD OF COMMISSIONERS FOR THE
COUNTY OF BUNCOMBE

Lamar Joyner, Clerk

By: _____
Brownie Newman, Chair

APPROVED AS TO FORM

County Attorney