

## **RESOLUTION 2023 – 6**

### **A RESOLUTION OF THE TOWN COUNCIL OF THE MUNICIPALITY OF KINGSTON, LUZERNE COUNTY, PENNSYLVANIA, A HOME RULE MUNICIPALITY, AUTHORIZING THE ADMINISTRATIVE CORRECTION OF CERTAIN ORDINANCES AND RESOLUTIONS**

**WHEREAS**, the Municipality of Kingston has heretofore employed Valerie Norton as the Municipal Secretary; and,

**WHEREAS**, among the duties of the Municipal Secretary is the attestation of Municipal Ordinances and Resolutions as they are enacted by the Town Council; and,

**WHEREAS**, a duty of the Municipal Secretary is to maintain a binder with Municipal Ordinances and Resolutions within it to serve as a record of the actions of the Town Council as they are accomplished; and,

**WHEREAS**, a duty of the Municipal Secretary is to transmit enacted Ordinances to General Code Publishers Corporation so as to include Ordinances and Resolutions in the Code of the Municipality of Kingston and also to post said Resolutions and Ordinances to the electronic version of the Code published on the Kingston website; and,

**WHEREAS**, Valerie Norton was separated from her employment with the Municipality of Kingston on February 10, 2023; and,

**WHEREAS**, among the deficiencies in the performance of her duties was that Valerie Norton had omitted to maintain records of Kingston's Councilmanic actions and, therefore, no signed copies were available to document said actions in compliance with her duties as Municipal Secretary; and,

**WHEREAS**, because of these omissions, it is now necessary to re-execute the Resolutions and Ordinances that were accomplished during Ms. Norton's non-performance of her duties as Municipal Secretary.

**NOW THEREFORE IT IS RESOLVED**, that Robert Jacobs, President of the Town Council of the Municipality of Kingston, Paul Keating, Interim Secretary of the Municipality of Kingston and Jeffrey R. Coslett, Mayor are empowered and directed to re-execute all deficient Ordinances and Resolutions from 2021, 2022 and 2023 so as to repair the records of the activities of the government of the Municipality of Kingston.

This Resolution shall become effective upon adoption.

Adopted at a regular meeting of the Town Council of the Municipality of Kingston,  
Luzerne County, Pennsylvania held March 20, 2023.

FOR THE TOWN COUNCIL

BY: Nancy Cooper  
Nancy Cooper, Vice President

ATTEST:

 3-20-2023  
Paul Keating, Acting Interim Secretary      Date

APPROVED:

 3-20-23  
Jeffrey R. Coslett, Mayor      Date