

Resolution 2017-61
(Classification of Records of the Kootenai County Elections Department)

WHEREAS, the records of the Kootenai County Elections Department are county records under *Idaho Code* §34-217 and §31-871

WHEREAS, County election records shall be maintained by the county clerk for the period specified beginning with the date the record is created or has become no longer valid, whichever is greater;

NOW THEREFORE, IT IS HEREBY RESOLVED that the following records within the care, custody, and control of the Kootenai County Elections Department, to wit:

2010 Purge List:

- Correspondence List (1 envelope)
 - 34-217(2)(a), two-year retention

2012 March School District Levy Election:

- Poll Books (1 box);
 - 34-217(1)(b), five-year retention

2012 May Primary Election:

- Poll Books (2 boxes);
 - 34-217(1)(b), five-year retention

2014 Correspondence:

- (3 Boxes);
 - 34-217(2)(a), two-year retention

2015 March School District Levy Election:

- Voted ballots (6 boxes);
 - 34-217(2)(d), two-year retention
- Absentee ballot requests and ballot stubs (2 boxes)
 - 34-217(2)(b), two-year retention
- Absentee ballot affidavit envelopes (1 box)
 - 34-217(3)(a), one-year retention
- Test deck ballots (1 box);
 - 31-871(c) as these are not addressed by 34-217, two-year temporary retention
- Stubs (from voted ballots) (1 box);
 - 31-871(c) as these are not addressed by 34-217, two-year temporary retention
- Voided Absentee ballots (1 box);
 - 31-871(c) as these are not addressed by 34-217, two-year temporary retention

2015 May Taxing District Election:

- Voted ballots (4 boxes);
 - 34-217(2)(d), two-year retention
- Absentee ballot requests and ballot stubs (2 boxes)
 - 34-217(2)(b), two-year retention
- Absentee ballot affidavit envelopes (1 box)
 - 34-217(3)(a), one-year retention
- Test deck ballots (1 box);
 - 31-871(c) as these are not addressed by 34-217, two-year temporary retention
- Stubs (from voted ballots) (1 box);
 - 31-871(c) as these are not addressed by 34-217, two-year temporary retention

2016 November General Election

- Unused ballots (18 boxes);
 - 34-217(4), 60-day retention

FURTHER, that the foregoing election records have surpassed the requisite time under *Idaho Code* §34-217 and §31-871 for retention.

Upon a motion to adopt the text of the foregoing Resolution made by Commissioner _____, seconded by Commissioner _____, the following vote was recorded:

Commissioner Bingham:
Commissioner Fillios:
Chairman Eberlein:

Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of Commissioners of Kootenai County, Idaho on the 5th day of July, 2017.

KOOTENAI COUNTY
BOARD OF COMMISSIONERS

ATTEST:
JIM BRANNON, CLERK

Marc Eberlein, Chairman

By: _____
Deputy Clerk

Bob Bingham, Commissioner

Chris Fillios, Commissioner

C: Auditor; Elections