

Resolution 2021-95
Classify Records/Auditor

WHEREAS, *Idaho Code* §31-871 requires records to be classified as permanent, semi-permanent or temporary; and

WHEREAS, *Idaho Code* §31-871 defines permanent records, semi-permanent records, and temporary records, and further allows for records not included within those definitions to be classified as permanent, semi-permanent, or temporary by the Board of County Commissioners; and

WHEREAS, *Idaho Code* §31-871 provides that permanent records shall be retained for not less than ten (10) years; semi-permanent records shall be retained for not less than five (5) years after the date of issuance or completion of the matter contained within the records; and, temporary records shall be retained for not less than two years; and

WHEREAS, the Kootenai County Auditor's Office has in its possession records more particularly described in "Exhibit A" and attached hereto and incorporated herein by reference, said records having been maintained in the normal course of business as required by Idaho law; and

WHEREAS, the identified business records have surpassed their statutory life for retention as public records pursuant to Idaho Code 31-871, and all records and files described on "Exhibit A" are ready for formal classification and ripe for destruction, as they have surpassed the statutory retention period.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the county records and files referenced hereinabove are classified as temporary, permanent or semi-permanent records as categorized on "Exhibit A" attached hereto and made a part hereof by reference.

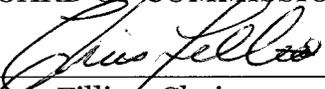
Upon a motion to adopt the text of the foregoing Resolution made by Commissioner Duncan, seconded by Commissioner Brooks, the following vote was recorded:

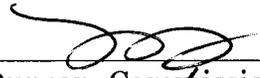
Commissioner Brooks:	Aye
Commissioner Duncan:	Aye
Chairman Fillios:	Aye

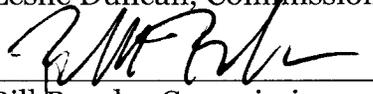
Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of Commissioners of Kootenai County, Idaho on the 14th day of September, 2021.

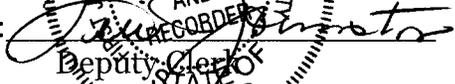
Dated this 21st day of September, 2021.

KOOTENAI COUNTY
BOARD OF COMMISSIONERS


Chris Fillios, Chairman


Leslie Duncan, Commissioner


Bill Brooks, Commissioner

ATTEST
JIM BRADY, CLERK
By: 
Deputy Clerk of State of Idaho

