

**Resolution No. 2018-11**  
**Classify Records/Board of Commissioners**

**WHEREAS**, *Idaho Code* §31-871 requires county 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, that 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 record, and that temporary records shall be retained for not less than two years; and

**WHEREAS**, the Kootenai County Board of Commissioners' Office has in its possession certain physical county records dated 2006 and 2008, more particularly described on Exhibit "A" 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 physical county records referenced above are semi-permanent records which have surpassed their five (5) year statutory life for retention as public records, and the Kootenai County Board of Commissioners' Office desires to destroy only the paper records and retain the originals in an alternative electronic medium as authorized by *Idaho Code* § 31-871A; and

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the original paper records of the Kootenai County Board of Commissioners' Office referenced above be classified as semi-permanent records which have been retained in alternative electronic medium and therefore are eligible for destruction.

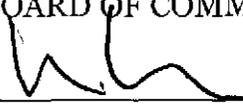
Upon a motion to adopt the text of the foregoing Resolution made by Commissioner Fillios, seconded by Commissioner Bingham, the following vote was recorded:

Commissioner Bingham:	Aye
Commissioner Fillios:	Aye
Chairman Eberlein:	Aye

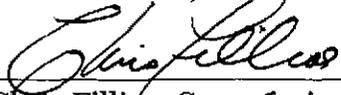
Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of Commissioners of Kootenai County, Idaho on the 13<sup>th</sup> day of February, 2018.

Dated this 13<sup>th</sup> day of February, 2018

KOOTENAI COUNTY  
BOARD OF COMMISSIONERS



Marc Eberlein, Chairman



Chris Fillios, Commissioner



Bob Bingham, Commissioner

ATTEST:  
JIM BRANNON, CLERK

By:   
Deputy Clerk

