

Resolution 2015-102
(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be maintained by the county clerk for the period specified beginning with the date the record is created or has become no longer valid, whichever is greater;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:

2008-2012 AutoMark Test Decks (1 box);

- 34-217(2)(a), two year retention

2010 November General Election:

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

2012 May Primary Election:

- Election Definition and program used in tabulating ballots electronically and in the marking device (1 disk)
 - 34-217(3)(g), one year retention

2012 August School District Levy Election:

- Election Definition and program used in tabulating ballots electronically and in the marking device (1 disk)
 - 34-217(3)(g), one year retention

2012 November General Election:

- Election Definition and program used in tabulating ballots electronically and in the marking device (1 disk)
 - 34-217(3)(g), one year retention

2013 March School District Levy Election:

- Election Definition and program used in tabulating ballots electronically and in the marking device (1 disk)
 - 34-217(3)(g), one year retention

2013 May Taxing District Election:

- Election Definition and program used in tabulating ballots electronically and in the marking device (1 disk)
 - 34-217(3)(g), one year retention

2013 August School District Levy Election:

- Voted ballots, Absentee ballot requests and ballot stubs, Stubs, Absentee ballot affidavit envelopes (1 box);
 - 34-217(2)(d), two year retention

2013 November Taxing District Election:

- Voted ballots (9 boxes);
 - 34-217(2)(d), two year retention
- Absentee ballot requests and ballot stubs (5 boxes);
 - 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
- Test deck ballots (2 boxes);
 - 31-871(c) as these are not addressed by 34-217, two year temporary retention
- Absentee ballot affidavit envelopes (1 boxes);
 - 34-217(3)(a), one year retention
- Voided Absentee ballots (1 box);
 - 31-871(c) as these are not addressed by 34-217, two year temporary retention
- Election Definition and program used in tabulating ballots electronically and in the marking device (1 disk)
 - 34-217(3)(g), one year retention

2014 May Primary Election:

- Election Definition and program used in tabulating ballots electronically and in the marking device (1 disk)
 - 34-217(3)(g), one year retention

2014 November General Election:

- Election Definition and program used in tabulating ballots electronically and in the marking device (1 disk)
 - 34-217(3)(g), one year retention

2015 May Taxing District Election

- Unused ballots (21 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 Stewart:
- Commissioner Eberlein:
- Chairman Green:

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 15th day of December, 2015.

KOOTENAI COUNTY
BOARD OF COMMISSIONERS

ATTEST:
JIM BRANNON, CLERK

Daniel H. Green, Chairman

By: _____
Deputy Clerk

Marc Eberlein, Commissioner

David Stewart, Commissioner

C: Auditor; Elections