

Resolution No. 2015-83
Classify Records/Recorder's Office

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 Recorder's Office has in its possession certain physical county records which were recorded prior to 1989, 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 permanent records which have surpassed their ten (10) year statutory life for retention as public records, and the Kootenai County Recorder's 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

WHEREAS, the State Archivist at the State of Idaho Historical Society has been notified of the County's intention to destroy the original paper records, and the Society has expressed an interest in obtaining certain records which were recorded prior to 1950, which are **not** included in the listing set forth in Exhibit "A" hereto;

NOW THEREFORE, BE IT HEREBY RESOLVED that the original paper records of the Kootenai County Recorder's Office referenced above be classified as 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 Eberlein, seconded by Commissioner Stewart, the following vote was recorded:

Commissioner Stewart:	Aye
Commissioner Eberlein:	Aye
Chairman Green:	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 27th day of October, 2015.

KOOTENAI COUNTY
BOARD OF COMMISSIONERS

ATTEST:
JIM BRANNON, CLERK

Daniel H. Green, Chairman

By: _____
Deputy Clerk

Marc Eberlein, Commissioner

David Stewart, Commissioner

C: Clerk, Recorder's Office