

Resolution 2013-53
(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

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be maintained by the county clerk for the period specified beginning with the date the record is created or has become no longer valid, whichever is greater;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

2006 Absentee Ballot Received Report

- List required by 34-1011
 - 31-871(c) as these are not addressed by 34-217, two year temporary retention

2007 List of Purged Voters (1 book);

- Registered voter information
 - 31-871(c) as these are not addressed by 34-217, two year temporary retention

2008 Kootenai Medical Center (1 box):

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

2008 Primary Election (2 boxes):

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

2010 Vital Statistics (1book)

- Report of deceased voters
 - 34-217(2)(a), and 34-434, two year retention

2010 Correspondence (1box):

- Letters, printed emails, etc
 - 34-217(2)(a), two year retention

2010 Primary Election (1 envelope):

- Unused Ballots
 - 34-217(4), 60 day retention

2010 General Election (1 envelope):

- Spoiled Ballots
 - 31-871(c) as these are not addressed by 34-217, two year temporary retention

2011 March School District Levy Election:

- Voted Ballots (6 boxes);
 - 34-217(2)(d), two year retention
- Absentee ballot requests and ballot stubs (3 boxes);
 - 31-871(c) as these are not addressed by 34-217, two year temporary retention
- Tally Books (1box);
 - 34-217(2)(c), two year retention
- Stubs (from voted ballots) (1 box);
 - 31-871(c) as these are not addressed by 34-217, two year temporary retention

2011 May Consolidated Taxing District Election:

- Voted Ballots (6 boxes);
 - 34-217(2)(d), two year retention
- Absentee ballot requests and ballot stubs (2 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 (1 box);
 - 31-871(c) as these are not addressed by 34-217, two year temporary retention
- Absentee ballot affidavit envelopes (1 box);
 - 34-217(3)(a), one year retention
- Machine log reports (1 box);
 - 34-217(3)(f), one year retention
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2012 Primary Election:

- Unused Ballots (87 boxes);
 - 34-217(4), 60 day retention

2012 General Election:

- Unused Ballots (54 boxes);
 - 34-217(4), 60 day retention

2013 March School District Levy Election

- Unused Ballots (33 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 Nelson:
Commissioner Green:
Chairman Tondee:

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 18th day of December, 2012.

KOOTENAI COUNTY
BOARD OF COMMISSIONERS

ATTEST:
CLIFFORD T. HAYES, CLERK

W. Todd Tondee, Chairman

By:_____

Daniel H. Green, Commissioner

Jai Nelson, Commissioner

C: Auditor; Elections