



RESOLUTION 21-018

A RESOLUTION OF THE CITY OF KETCHUM AUTHORIZING THE DESTRUCTION OF CITY RECORDS

WHEREAS, the City of Ketchum is a municipal corporation duly organized and existing under the laws of the State of Idaho Code §50-101 et seq.; and

WHEREAS, Idaho Code 50-907 requires the City Council authorize destruction of records that are not required to be retained as permanent records and that have met the minimum retention period provided by the City's record retention schedule; and

WHEREAS, the City Clerk has proposed for destruction of the records listed in the attached **"Exhibit 1"** that have exceeded their minimum retention requirement under the Accounting, Budget, Finance & Payroll Records section of the City's records retention policy; and

WHEREAS, the City Clerk has determined to dispose of the records by Western Records Destruction, Inc.; and

WHEREAS, approval for the destruction of the listed records has been obtained from the Idaho State Historical Society, when required, and the City Attorney, as provided by Idaho Code 50-907.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO, that the records listed in the attached **"Exhibit 1"** shall be destroyed under the direction and supervision of the City Clerk.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS ____ DAY OF SEPTEMBER 2021.

Neil Bradshaw, Mayor

Attest:

Tara Fenwick, City Clerk

EXHIBIT 1

As submitted by Terri Duquette, Assistant to the Fire Chief.

EMS Medical Files:

1. 2006 EMS Files- Jan-Dec
2. 2007 EMS Files-Jan-Dec
3. 2008 EMS Files-Jan-Dec
4. 2009 EMS Files-Jan-Dec
5. 2010 EMS Files-Jan-Dec, 2008 Fire Reports
6. 2011 EMS Files-Jan-Sept
7. 2012 EMS Files Jan-Dec, 2011 Oct-Dec
8. 2013 EMS Files Jan-Sept, Dec 2015, April 2009
9. 2014 EMS Files Jan-Dec, 2013 Oct-Dec
10. 2015 EMS Files Jan-Dec
11. 2016 EMS Files Jan-Dec
12. 2017 EMS Files Jan-Dec
13. 2018 EMS Files Jan-Dec
14. 2020 EMS Files Jan-Dec

Fire Inspections:

15. Numbered (#) Buildings thru "H"
16. "I" thru "STO"
17. "STR" thru "Z"
18. Residential Buildings

Volunteer Training Records:

19. Training Logs: 1985,1986,1987,1988,1989,1990