

**BINGHAM COUNTY  
RESOLUTION 2024-35**

**RESOLUTION REGARDING THE DESTRUCTION  
OF RECORDS MAINTAINED BY THE CLERK'S OFFICE & ASSESSOR'S OFFICE**

**WHEREAS** the Bingham County Clerk has requested permission to destroy certain Clerk's Office and Assessor's Office records; and

**WHEREAS** Idaho Code §31-871 empowers the Board of County Commissioners with the responsibility for classifying records for purposes of retention and destruction; and

**WHEREAS** the Bingham County Clerk has represented that the records for which destruction is sought pertain to matters which have been concluded for the designated period of time allowed in sections of the Idaho Code; and

**WHEREAS** none of the records for which destruction is requested are required to be kept by the County permanently and indefinitely pursuant to Idaho Code §31-709.

**Bingham County Clerk's Office**

**See the attached "Exhibit A"**

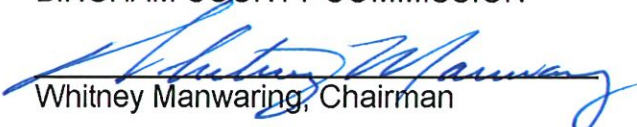
**Bingham County Assessor's Office**

**See the attached "Exhibit B"**

**Furthermore**, such records may now be destroyed.


**Dated this 11<sup>th</sup> day of October, 2024.**

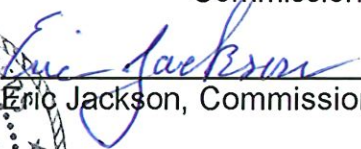
BINGHAM COUNTY COMMISSION

  
Whitney Manwaring, Chairman

\_\_\_\_\_  
Commissioner

ATTEST:

  
Pamela W. Eckhardt  
Bingham County Clerk

  
Eric Jackson, Commissioner



## FILES TO BE DESTROYED

### JURY QUALIFICATION FORMS:

PANEL 1 JAN – APRIL 2022	DESTROY APRIL 2024
PANEL 2 MAY – AUG 2022	DESTROY AUG 2024
PANEL 3 SEPT - DEC 2022	DESTROY SEPT 2024
PANEL 2 APRIL – AUG 2019	DESTROY AUG 2023
PANEL 2 APRIL –AUG 2018	DESTROY AUG 2023

ALCOHOL LICENSES 2017	DESTROY 2022
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### CLAIMS:

#3 - #1899	10/3/2017 – 1/4/2018	DESTROY FEB 2023
#4531 - #5999	6/18/2018 - 8/17/2018	DESTROY AUG 2023
#1900 - 3130	1/9/2018 – 3/15/2018	DESTROY APR 2023
#3131 – 4530	3/22/2018 – 6/4/2018	DESTROY JULY 2023
FY 2018 – 2019	#0000 – 1899	DESTROY OCT 2024
FY 2016 – 2017	#0005 -1799	DESTROY OCT 2022
FY 2018 – 2019	#1900 – 3308	DESTROY OCT 2024
FY 2018 – 2019		DESTROY OCT 2024
FY 2018 – 2019	#5199 – 6600	DESTROY OCT 2024
FY 2017 – 2018	#6001 – 6989	DESTROY OCT 2024
2014 -2019		DESTROY 2024

### COMMISSIONER APPROVAL REPORTS:

FY 2017 – 2018	DESTROY OCT 2024
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2018 MAGISTRATE COURT CLOSING DOCS

2018 WITNESS PAYMENTS

2018 JURY PAYMENTS

DESTROY DEC 2022

~~2106~~ 2016 VENDOR REMITTANCE INFO FOR PAYROLL

DESTROY DEC 2022

2018 AUDITOR CERTIFICATES

DESTROY 2023

## **Destroying**

### **Box 1-**

**Release of liabilities, Titles/mco's and supporting documents**

**Dated 8/01/2023 to 8/31/2023**

### **Box 2-**

**Release of liabilities, Titles/mco's and supporting documents**

**Dated 9/01/2023 to 9/30/2023**

