

RESOLUTION NO. 2004-2
AUTHORIZING DESTRUCTION OF RECORDS

WHEREAS, Idaho Code Section 50-907 provides that the City Council may classify records for purposes of retention or disposal of records, and

WHEREAS, on the 26th day of May, 2004, the City Council did approve Resolution No. 2004-1 which sets forth a policy on keeping, storing and destroying of city records, proceedings and documents,

NOW THEREFOR, BE IT RESOLVED by the City Council of the City of St. Anthony, Idaho, as follows:

1. That the following documents shall be destroyed by shredding under the supervision of the City Clerk in accordance with Resolution No. 2004-1:

Accounts Receivable	1984
Daily Receipts	1984
City Warrants	1933-37
Treasurer Reports	1960-70
Accounts Payable Records	1930's,1959-84
Receipt Books	1920-30,1935-37,40, 1973-74,1976-79
Miscellaneous Letters	1930-34
Water Department Payment Records	1920's
Bank Statements	1925,1968-81
Meter Read Sheets	1970's
Payroll Accounting Records	1976-81
Pay Sheets	1975,1981-83
Library Checks/Bank Statement &Invoices	1978-79
M&C Financial Reports	1932-34
Election Materials	1925,1927,1975,1977
Water Reports	1932-38
Cancelled Checks	1930's
Planning & Zoning Records	1935-36
Water Account Statements	1972-76

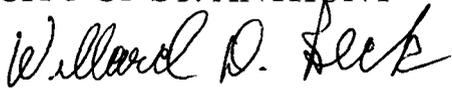
2. That any Hospital Records, not deemed transferable to the State Historical Society, shall be destroyed under appropriate HIPPA

Guidelines in confidential manner by an appropriate contractor approved by the City Clerk.

3. The administrative staff of the City, under the supervision of the City Clerk, is authorized to take all necessary steps to carry out the authorization provided by this Resolution.

Dated this 7 day of June, 2004

CITY OF ST. ANTHONY



WILLARD D. BECK, MAYOR

ATTEST:



TACI STODDARD, CITY CLERK-TREASURER