

RESOLUTION NO. 09-02

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PAYETTE,
IDAHO, AUTHORIZING DESTRUCTION OF RECORDS.**

WHEREAS, Idaho Code 50-907 requires the City Council to 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 are no longer required by law or for city business; and,

WHEREAS, the City Clerk has proposed for destruction certain records that have exceeded their minimum retention; and,

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

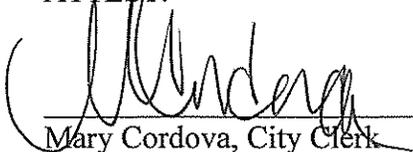
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Payette, Idaho that the below listed records shall be destroyed under the direction and supervision of the City Clerk.

“SEE ATTACHED LIST”

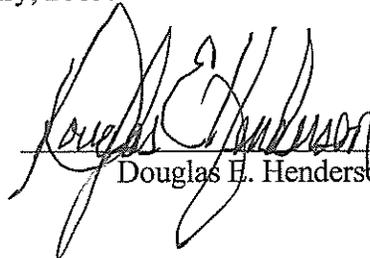
The administrative staff of the City is authorized to take all necessary steps to carry out the authorization provided by this Resolution.

PASSED by the City Council this 17th day of February, 2009.

ATTEST:



Mary Cordova, City Clerk



Douglas E. Henderson, Mayor

DOCUMENTS TO BE DESTROYED 2-2008

Old job applications
Safety meetings reports
Payette County Comp Plan 1977
Summer Youth Program 1987, 1988 & 1989
Old Pool receipts
1974-2001 Business license
2002-2006 Adopt a truck forms
1997-2003 Fireworks permits
1966-1968 Cash drawer receipts
1969 Cash drawer receipts
1946-1978 Beer applications
1946-1949 rent rolls
1953-1957 general ledger transfers
1947 Nuisance assessment roll
1978 - Bond misc.
1987 - Bond misc.
1971 Sewer coupon - misc.
1972 Sewer coupon - misc.
1969-1972 Library coupon - misc.
1970-1971 Park coupon - misc.
1961 utility statements
1964 coupon - misc.
1963 coupon - misc.
1963 Lid #7 envelopes
1961 Sewer Coupon envelopes
1962 Sewer coupon envelopes
1964 Sewer coupon envelopes
1967 General ledger check #'s
1945 Block grant surveys
1981 Election ballots
1983 Election ballots & duplicate tally books
1985 Election ballots & duplicate tally books
1987 Election ballots & duplicate tally books & duplicate poll books
1989 Election ballots & duplicate tally books & duplicate poll books
1991 Election ballots & duplicate tally books & duplicate poll books
1993 Election ballots & duplicate tally books & duplicate poll books
1995 Election ballots & duplicate tally books & duplicate poll books
1997 Election ballots & duplicate tally books & duplicate poll books
Current & previous EOB's for buy down program
Drug testing information thru 2003
Public works permit 4-25-05 to 8-8-06
Specs WWTP 1974
Specs WWTP 1958
Solid Waste Study 1972
Fire Permits over 2 years old

Fire Reports over 10 years
1952-1959 invoices
1959 nuisance petition¹
Pool reports 1999-2005
Pool accident reports 1997-2000
Boiler Quotes
Playground safety 2000
Park equipment brochures 2002
Project file parks 2001
Tree Grant applications 2000-2001
Park Memorial info 2001
Weed control info 2001
Play ground equipment bids 1999
Proposed bike park 1972
Bid documents on greenbelt 2002
Purchase info on Ford water truck 1989
NRWA Info 1999
CCR 1998-20004
Water monitoring equipment 1989
Backhoe bids 1989
Water misc. 1980
Lead & copper testing 1992-1998
Reduction in monitoring 1993
GWUDI regarding wells 1996
Sanitary Survey 1996
Water testing 1995
Upper reservoir LSA - roof 1999
Water tank cleaning info 1994, 2000, 2004
Well logs source water study
Water recovery 2003
Water tests 1993-2000
DEQ water fees assessment 1998-2002
Well testing 1998, 1999, 2001
Water tests 1994-1999
Water study 1977
Lead & copper testing 2001
Water reports 1978-1992
Miscellaneous reservoir info
Tank cleaning 1994
Backflow tests 2003
Water scada system 2002
Well head project 1997
Water testing 2001
Well 21 well house
Well 21 meeting minutes

¹My Documents/admin/forms

Lead & copper test 1993-1995
Grant info 1995-2001
Prelim water master plan 2001
Water testing requirements 1997
Injection well regulations 1998
OAQC Manual 1997
Water misc 2000
Water projects 2001-2003
Chiquita usage 2004
Water monitoring 2002
Touch read meter order 2003
Well 21 abandoned
Telemetry Systems 1997
Memo of understanding 1996
Badger meters 2003
Sanitary survey 2001
Water system Improvement 1978
Payable vouchers 1993-2005
Dog license 1997, 1998
Meter deposits 1997-2004
AFF billings 1989-1998
Water permits 1993-1995
W/S checks 1999-2000
General checks 1997-1998
Bank statements 1997-1998
Bank statements 2003-2005
Old system checks
Senior Citizen Remodel 1994
Old WWTP plans & modifications 1985
Place to call home preliminary videos
P & Z audio tapes 4-1994 to 12-1999
City Council audio tapes 3-1996 to 4-1998
City Council audio tapes 6-1998 to 2-1999
P & Z audio tapes 8-1988 to 3-1994
City Council audio tapes 7-10-1990 to 4-1996
1981 to 1999 payroll bank statements, timecards & registers
1973 to 1977 payroll bank statements, timecards & registers
1996 to 2002 AFF billings
1995 to 1998 public works permits
1990 to 2000 Meter deposit refund sheets
1995 to 1999 copies of public hearing notices
5-2001 to 9-2003 account deposit bank records

RESOLUTION NO. 09-01

A RESOLUTION AUTHORIZING THE CITY TREASURER TO PAY CERTAIN VENDORS PRIOR TO SUBMITTING THE BILLS TO COUNCIL

WHEREAS, certain vendors that provide services or goods to the City of Payette on a regular basis have a billing cycle that requires the bill to be paid prior to the first Council meeting of the month and a late fee is charged to the city for later payment; and

WHEREAS, it is the desire of the City Council to avoid payment of late fees.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Payette that the following pre-authorization for payment of certain bills be adopted:

1. The City Treasurer is authorized to pay the following vendors for the listed purposes by the due date on the bill and prior to submitting the bill to the City Council for approval:

INTERMOUNTAIN COMMUNITY BANK
CONSOLIDATED SUPPLY
STAPLES
HARDIN SANITATION
U.S. POSTMASTER
CITY OF PAYETTE EMPLOYEES
COLONIAL
REGENCE/BLUE SHIELD OF ID
METLIFE/WILLAMETTE DENTAL
UNITED HERITAGE
PERSI
STATE TAX COMMISSION
WELLS FARGO BANK
STATE INSURANCE FUND

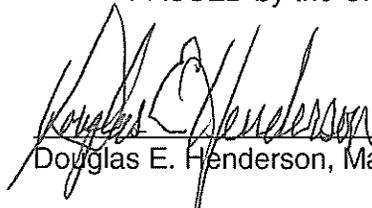
CITY CREDIT CARDS
MISC. EQUIPMENT PARTS
CREDIT CARD
GARBAGE AND CARTS
PAYMENT REMINDERS
PAYROLL
SUPPLEMENTAL INSURANCE
HEALTH INSURANCE
DENTAL INSURANCE
LIFE INSURANCE
PAYROLL CONTRIBUTIONS
IDAHO WITHHOLDING/POOL TAX
FICA
WORKER'S COMPENSATION

2. The City Treasurer shall include the above bills in the bills submitted to Council for ratification at the first Council meeting following the payment of the bill.

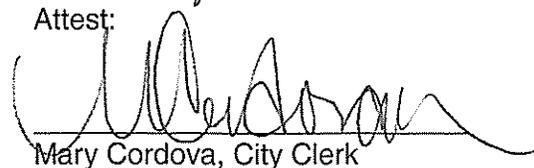
3. This Resolution supersedes Resolution 08-02 passed on the 7th day of January, 2008.

BE IT FURTHER RESOLVED, that the Mayor or Treasurer are hereby authorized to pay vendors at his/her discretion prior to submitting to the City Council for approval upon notification of the finance committee.

PASSED by the City Council this 20th day of January, 2009.



Douglas E. Henderson, Mayor

Attest:


Mary Cordova, City Clerk