

Retention and Classification Report

Agency: Cache County (Utah). County Commission (1477)

, UT

Records Officer

06062 *Minutes indexes
03669 *Poor persons' relief register
83785 Roads and specifications

AGENCY: Cache County (Utah). County Commission

SERIES: 6062

4

TITLE: Minutes indexes

DATES: 1857-1967.

ARRANGEMENT: Chronological, thereunder alphabetical by first letter of type of proceedings or name, thereunder chronological.

DESCRIPTION:

Handwritten volumes index volumes A through O of the minutes of the Cache County Commission, include type of proceedings, names of interested parties, date, book, and pages on which proceedings are entered.

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

Paper: Retain in Office permanently after being microfilmed.

APPRAISAL:

Administrative Historical

This disposition is based on the usefulness of the indexes in accessing the county commission minutes, the main legal record of the county.

AGENCY: Cache County (Utah). County Commission

SERIES: 6062

TITLE: Minutes indexes

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Cache County (Utah). County Commission

SERIES: 3669

3

TITLE: Poor persons' relief register

DATES: 1904.

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical

Disposition based on the historical value of this register in documenting the counties policies towards poor or indigent relief. It is important for the stud of local history and contains information related to socioeconomic and family data.

PRIMARY CLASSIFICATION:

Public

AGENCY: Cache County (Utah). County Commission

SERIES: 83785

4

TITLE: Roads and specifications

DATES: undated

ARRANGEMENT: Chronological.

DESCRIPTION:

This series contains the field notes of a survey of the roads in Cache County. Each road was examined and information on the engineering specifications reported. These field notes also include miles or length of the road; intersections or interchanges encountered; settlements and townships along the road; and other land marks.

RETENTION:

Retain Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

Microfilm master: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical

This disposition based on the value of these records in documenting infrastructure and important transportation planning.

AGENCY: Cache County (Utah). County Commission

SERIES: 83785

TITLE: Roads and specifications

(continued)

PRIMARY CLASSIFICATION:

Public