

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.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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 DESIGNATION:

Public

AGENCY: Cache County (Utah). County Commission

SERIES: 3669

3

TITLE: Poor persons' relief register

DATES: 1904.

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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 DESIGNATION:

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.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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.

PRIMARY DESIGNATION:

Public