

Retention and Classification Report

Agency: Cedar County (Utah). County Court (2651)

, UT

Records Officer:

17489 *Minutes

AGENCY: Cedar County (Utah). County Court

SERIES: 17489

4

TITLE: Minutes

DATES: i 1858-1862.

ARRANGEMENT: Chronological by date of meeting

DESCRIPTION:

This minute book records the actions of the county court, the governing body of the county equivalent to a county commission. The court was authorized to manage all county business and county property. This included taxation and auditing all claims against the county. They created election precincts, road districts, and school districts and appointed superintendents of such districts. They also appointed other county officials such as the assessor/collector and water masters. Liquor licenses, herd grounds, timber rights, and water rights were all obtained through the county court. All these activities are noted in the minutes. These are minutes of regular and special meetings of the county commissioners. They are used to document the actions and decisions of the commission. County commission minutes record the appointments of county officials; the receipt of citizen's petitions; the adoption of annual budgets; the review of tax receipts and rates; and the discussions of public services such as roads, water, sewage, police and fire protection. These minute books include the time and place of the meeting, names of commissioners present and absent, summary of the proceedings and decisions made by the board.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule GRS-253.

AUTHORIZED: 03-01-1991

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 for 44 years after being microfilmed and then transfer to State Archives with authority to weed.

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(continued)

APPRAISAL:

These records have historical value(s).

This disposition is based on the value of the series as the best single source of historical information on official activities (employees, licensing, taxing, etc.) of a now extinct county.

PRIMARY DESIGNATION:

Public