

Retention and Classification Report

Agency: Wayne County (Utah). County Commission (1523)

Wayne County Courthouse
18 South Main, P.O. Box 189
Loa, UT 84747

Records Officer: _____

84074 Minutes

AGENCY: Wayne County (Utah). County Commission

SERIES: 84074

3

TITLE: Minutes

DATES: 1892-

ARRANGEMENT: Chronological by date of meeting.

DESCRIPTION:

These minute books record the actions of the county commission (known during the territorial period as the county court), the governing body of the county. The commission was authorized to manage all county business and county property. This includes budgeting, equipment purchasing, and auditing; use of county lands; districting for schools, roads, voting, etc.; taxing, specifically acting as an ex- officio board of equalization; business licensing; arranging for the construction of roads, public buildings, etc.; contracting for services; supervising the conduct and payment of all county personnel; providing for basic health care, public safety, and care of the indigent; canvassing election returns and appointing certain officials; incorporating municipalities; and by the mid-1970s, planning and zoning. All these activities are noted in the minutes.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Open meeting minutes & supplementary materials, GRS-1709.

AUTHORIZED: 10-28-2020

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

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(continued)

APPRAISAL:

These records have administrative, historical, and/or legal value(s).

This disposition is based on the value of the series as the legal record for the county, probably the best single source of historical information on official activities (building, bonding, employees, voting, licensing, taxing, zoning, etc.)

PRIMARY DESIGNATION:

Public