

Guide to the Records of the Licking County Board of County Commissioners

Repository: Licking County Government, Records & Archives Department

Inclusive Dates: 1880-1935

Administrative History: In 1792, while present-day Ohio was part of the Northwest Territory, the office of local commissioner was created for counties and other districts in the region. Commissioners at that time were responsible for raising taxes and supervising the construction of court and penal facilities. The number of commissioners varied depending on population size in the county or district. In 1804 the Ohio General Assembly created boards of three commissioners for each county. In 1816 the commissioners were charged with assisting paupers and other persons in severe need.

Licking County was created in 1808. Currently the Licking County Commissioners are responsible for levying property taxes and other revenues; reviewing and authorizing the county budget; purchasing materials and services for county operations; improving and maintaining county buildings; borrowing on behalf of the county; maximizing investment income; supervising particular county agencies; and managing annexations, federal programs, and water, drainage, solid waste and sewer facilities.

Arrangement: The collection is divided into the following series:

Series 1: Soldiers' Burial Records. 1885, 1909-1935. 3 volumes.

Series 2: Poor Relief Record. 1933-1935. 1 volume.

Series 3: Record of Blind Beneficiaries. 1905-1915. 1 volume.

Series 4: Register of Blind Persons. 1904-1912. 1 volume.

Series 5: Bridge Estimates Record. 1880-ca. 1904. 2 volumes.

Series 6: Petition for County Option Election in Licking County, Ohio. 1911. 1 volume.

Series 7: Blind Relief Record, Aid to the Blind Receipts & Expenditures Ledger, Record of Aid for Dependent Children and Aid to Dependent Children Receipts & Expenditures Ledger. 1936-1939. 1 volume.

See also the Records & Archives Department Miscellaneous Collection Finding Aid, Series 1, which includes Board of County Commissioners records

Preferred Citation: [Series Title]; [Agency]; [Volume and Page Numbers or Box and File Numbers]; [Date]; Records & Archives Department, Licking County Government, Newark, Ohio

Records Series

Series 1: Soldiers' Burial Records. 1885, 1909-1935. 3 volumes.

Scope & Content: From 1885 to 1935, the Licking County Board of County Commissioners paid for the burial of destitute Union veterans of the Civil War and widows of Union veterans. The Soldiers' Burial Records indicate the name of the deceased veteran or widow, military rank and unit of the veteran, his occupation, burial place, cost of burial and the name of the associated undertaker. Also included are the names of persons who testified to the inability of family members to pay for the burial. Despite the official title of the records, the commissioners also paid for the burial of destitute veterans of the U.S. Navy and Marine Corps.

Although the Board of County Commissioners authorized the funds for burial of veterans and widows, these records seem to have been eventually classified as records of the County Auditor.

Arrangement: Chronological

Use Note: The Records & Archives Department is unable to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.

Series 1: Inventory

Volume	Contents
1	1885, 1909-1917
2	1917-1923
3	1923-1935

Series 2: Poor Relief Record. 1933-1935. 1 volume.

Scope & Content: This volume lists reimbursements by Licking County Government to businesses, organizations and individuals for groceries, shelter, transportation, equipment, labor, medicines, etc. Also included are forms entitled "Authorizations to Disburse Section 3 Bond Funds For Personal Service," and printings from calculating machines. The volume is described as being associated with "Poor Relief, Section 3-House Bill #7."

Arrangement: Chronological by payments

Use Note: The Records & Archives Department is unable to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.

Series 3: Record of Blind Beneficiaries. 1905-1915. 1 volume.

Scope & Content: This volume lists the names of blind persons who received monetary benefits from the Licking County Government. It also indicates the amounts received, nearest post office, warrant number, payment date and remarks.

Arrangement: Indexed by name

Use Note: The Records & Archives Department is unable to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.

Series 4: Register of Blind Persons. 1904-1912. 1 volume.

Scope & Content: This volume lists the names and residences of blind persons in Licking County. It also indicates the blind benefit dollar amount provided by the county, the date of registration, and occasionally when and why the benefits stopped.

Arrangement: Roughly chronological by date of registration

Use Note: The Records & Archives Department is unable to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.

Series 5: Bridge Estimates Record. 1880-ca. 1904. 2 volumes.

Scope & Content: These volumes record payments made by the Commissioners to businesses for work on bridges, the National Road and other roads. The names of contractors, names of bridges, road locations, amounts paid on estimates and dates of payments are provided. Also, there are several statements from contractors pasted onto the pages, requesting that the Commissioners pay subcontractors, and sometimes promising re-payment from the contractors. Work projects on the National Road and other roads that are described include grading, breaking stone, ditching and general repairs. Other types of expenses are also listed, including lighting for the County Jail, wood finishing for a courtroom and "Steam Fitting & Boiler in Court House." Several later entries are undated.

Arrangement: Roughly chronological by date of payment. The entries might have been initially made when a work project was begun.

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Series 5: Inventory

Volume	Contents
1	1880-1887
2	1887-ca. 1904

Series 6: Petition for County Option Election in Licking County, Ohio. 1911. 1 volume.

Scope & Content: This is the petition for "a special election, in accordance with the County Option Law passed March 5, 1908, (99 Ohio Laws, p. 35,) to ascertain the will of the voters of said County as to whether the sale of intoxicating liquors as a beverage shall be prohibited therein." It includes names of persons who supported the petition, names of communities in which those persons lived, their street addresses and dates.

Arrangement: The volume includes 297 pages of names, which were presumably put together from separate batches after December 16, 1911.

Use Note: The Records & Archives Department is unable to provide official copies of these documents. Official copies must be obtained from the Board of County Commissioners.

Series 7: Blind Relief Record, Aid to the Blind Receipts & Expenditures Ledger, Record of Aid for Dependent Children and Aid to Dependent Children Receipts & Expenditures Ledger. 1936-1939. 1 volume.

Scope & Content: This volume contains four separate sections as listed in the series name. The Blind Relief Record section includes names, presumably of blind persons receiving relief. Also included are those persons' addresses, associated dollar amounts and "Warrant Numbers." The specific years are not indicated but seem to be 1936 and/or later. The section includes two alphabetical lists of names for two different years.

The Aid to the Blind Receipts & Expenditures Ledger section shows brief descriptions of transactions in the "Memo" column, along with associated dates and dollar amounts. This section covers the years 1936-1939.

In the Record of Aid for Dependent Children, names of persons described as "Payees" are shown, along with associated dollar amounts of aid. There are two alphabetical lists of Payee names, but the associated years are not indicated. The years seem to be 1936 and/or later.

The Aid to Dependent Children Receipts & Expenditures Ledger is for the years 1937-1939. It shows brief descriptions of transactions in the "Memo" column, along with associated dates and dollar amounts.

A page with persons' names seems to be missing from the Record of Aid for Dependent Children section. There are also several loose pages in the volume, including mainly "Statements of Receipts and Expenditures" related to Aid to the Blind, Aid to Dependent Children and Aid to Crippled Children. The dated statements are from 1938 and 1939.

Arrangement: By section corresponding to the titles listed in the series name. Within section alphabetically by name or chronologically by transaction.

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