

WEST CHESTER BOROUGH ARCHIVES OUTLINE

HISTORY

The records processed in this project were found in a 6 foot by 6 foot wooden filing cabinet labelled "the Tucker file"; a 16 inch by 6 inch wooden double drawer index card box, and a 12 inch by 4 inch metal document drawer. A few loose papers were found in some of the Borough Record Books which were also processed. The Tucker filing cabinet was originally installed in c. 1913 at the old Borough Hall at 15-17 South High Street in West Chester. In 1977, it was moved to the next Borough Hall at the old Fugett Elementary School when the Borough moved there. While at the old Fugett School, the cabinet sat in a back room of the Tax Office collecting dust. In 1990, when the Borough moved to its present home at 401 East Gay Street, it was moved into the Council Chambers Conference Room. At the time of the move, then Councilman Ray Ott and Borough Manager Ernie McNeely expressed concern about the condition of the old records still stored in the cabinet. Out of their concern grew a two-part cataloguing project (Spring 1994 and Spring 1995).

At the same time, the wooden index card box, metal document drawer and the Borough Record Books were placed on a shelf in the main storage room at the new Borough Hall. After the first part of the cataloguing project (Spring, 1994) was underway, the index card box, document drawer and record books were "discovered" in the storage room by the cataloguer, who included them in the second part of the project (Spring, 1995).

For the most part, there appeared to be no rhyme or reason to the organization of the records in the cabinet. Labelled drawers quite often had no documents in them, or, the documents found in them had no relation to the labels on the drawers. The impression the cataloguer has is that as time went on and space became scarce, older records were crammed together in drawers, regardless of their subject matter. Where possible, the documents have been organized in the way they had obviously been organized in the past. The documents found in the index card box had "finding guides" which enabled the cataloguer to retain their order within the files. Most of the documents that came out of the document drawer were property records and so can be found in that Record Group and Series. In most cases, the cataloguer organized the documents based on her research of the historical organization and development of the Borough government. The organization of the records within Records Groups and within files may expand as more information comes to light.

Documents belonging to William S. Underwood who, roughly from 1890 to 1920, was the Borough Tax Collector, Treasurer, and/or Secretary were found in Drawer #L32. These documents included papers relating to his role as Executor for two estates, Mary Underwood and Alice Underwood; and papers relating to his membership in the Union Veterans Association. A cap either from the Civil War or the Union Veterans Association was also found with these papers. It is presumed to have belonged to Mr. Underwood. They have no place in the scheme of Borough records and will be offered to the Chester County Historical Society.

WEST CHESTER BOROUGH
ARCHIVES OUTLINE, CONTINUED

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OUTLINE

RG 1. Corporation of West Chester

S 1. Pennsylvania Acts of Assembly

Box 1. 1924, 1 book (Volume 1)

S 2. West Chester Borough Powers

SS A. Acts of Assembly Relating to West Chester Borough

Box 1. 1788-1861, 1 book (Volume 1), 4 documents, 2 files

S 3. West Chester Borough Property Records

Box 1. 1800-1942, 126 documents, 107 files

Flat Box 1. 1832-1932, 11 documents, 9 files

Oversized Folders. 1825-1948, 12 documents, 4 folders

S 4. West Chester Borough Plot Plans

Box 1. 1930, 5 documents, 3 files

Oversized Folder. 1936, 1 document, 1 folder

S 5. West Chester Borough Road Papers/Records

Box 1. 1885-1889, 2 documents, 2 files

S 6. West Chester Borough Miscellaneous Papers

Oversized Folder. 1852, 1 document, 1 folder

RG 2. West Chester Borough Council

S 1. Administration

SS A. Borough Council Meeting Papers

Box 1. 2/1889-9/1905, 765 documents, 48 files

Box 2. 10/1905-12/1910, 8/1912, 4/1913-12/1914, 867

documents, 49 files

Box 3. 1/1915-12/1921, 902 documents, 54 files

Box 4. 1/1922-6/1928, 749 documents, 52 files

Box 5. 7/1928-9/1931, 467 documents, 51 files

Box 6. 10/1931-3/1934, 455 documents, 55 files

Box 7. 4/1934-12/1936, 6/1945, 8/1949, 1954-1955, 543

documents, 58 files

Flat Box 1. 1904-1906, 6 documents, 3 files

Oversized Folders. 1903-1928, 4 documents, 4 folders

SS B. Borough Council Minute Books

Box 1. 8/1802-9/1899, 5 books (Volumes 1-5)

Box 2. 10/1899-5/1926, 4 books (Volumes 6-9)

Box 3. 5/1926-12/1952, 2 books (Volumes 10-11)

SS C. West Chester Borough Ordinances

Book Box 1. 3/1799-5/1875, 1 book (Volume 1)

Book Box 2. 3/1876-12/1937, 1 book (Volume 2)

Box 1. 1845-1921, 2 books (Volume 3), 46 documents, 14

files

Flat Box 1. 1903-1915, 31 documents (broadsheets), 13

files

Oversized Folder. 1904, 1 document (broadsheet), 1

folder

SS D. Borough Council Resolutions

Box 1. 1895-1902, 13 documents, 6 files

Flat Box 1. 1850-1910, 8 documents, 2 files

WEST CHESTER BOROUGH
ARCHIVES OUTLINE, CONTINUED

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OUTLINE, CONTINUED

RG 2. West Chester Borough Council, Continued

S 1. Administration, Continued

SS E. Borough Council Agreements

Box 1. 1911-1922, 2 documents, 2 files

1) Agreements with other Governmental-type Agencies.

SS F. Borough Council Reports

Box 1. 1838-1911, 8 documents, 6 files

1) Reports other than Committee Reports.

SS G. Borough Council Legal Matters

Box 1. 1855-1911, 25 documents, 16 files

1) Papers relating to lawsuits involving West Chester Borough, claims against West Chester Borough, and legal matters of interest to West Chester Borough.

SS H. West Chester Borough Election Results

Box 1. 1885-1900, 3 documents, 2 files

SS I. West Chester Borough Applications and Permits

Box 1. 1906-1934, 58 documents, 41 files

Flat Box 1. 1930, 2 documents, 1 file

Oversized Folder. 1916, 4 documents, 1 folder

1) Applications by West Chester Borough to other Government Agencies and Permits to West Chester Borough from other Government Agencies.

SS J. West Chester Borough Applications, Appointments and Agreements

Box 1. 1840-1903, 57 documents, 19 files

1) Papers relating to job applications to, job appointments by, and job agreements with West Chester Borough.

SS K. Petitions

Box 1. 1793-1918, 25 documents, 7 files

1) Petitions to West Chester Borough; the 1793 document is actually a Resolution drawn up and signed by some citizens of the then County Town of West Chester (which wasn't incorporated as a Borough until 1799).

SS L. West Chester Borough Building Applications and Permits

Box 1. 1912-1932, 817 documents, 52 files

Flat Box 1. 1917, 2 documents (includes a blueprint), 1 file

1) Building Applications, which then became the Building Permit, were submitted at this time directly to Borough Council.

SS M. Borough Council Correspondence

Box 1. c. 1880s-1912, 14 documents, 6 files

1) Letters to and from West Chester Borough Council.

S 2. Borough Council Police Committee

SS A. Police Committee Reports

Box 1. 1925-1926, 39 documents, 6 files

1) Reports on Fire Alarm System.

WEST CHESTER BOROUGH
ARCHIVES OUTLINE, CONTINUED

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OUTLINE, CONTINUED

RG 2. West Chester Borough Council, Continued

- S 3. Borough Council Fire Committee
 - SS A. Fire Committee Reports
 - Box 1. 1885, 1 document, 1 file
 - 1) Report on new location of Goodwill Fire Co.
 - SS B. Fire Committee Agreements
 - Box 1. 1867-1877, 2 documents, 2 files
 - 1) Agreements between West Chester Borough and 2 Fire Companies.
- S 4. Borough Council Streets and Lights Committee
 - SS A. Streets and Lights Committee Reports/Papers
 - SS B. Streets and Lights Committee Agreements/Specifications
 - Box 1. 1873-1895, 6 documents, 5 files
 - 1) Papers relating to the construction and maintenance of the Borough streets.
 - SS C. Streets and Lights Committee Proposals
 - Box 1. 1840-1874, 2 documents, 1 file
 - SS D. Streets and Lights Committee Correspondence
 - Box 1. 1891, 2 documents, 2 files
- S 5. Borough Council Sewer Committee
 - SS A. Sewer Committee Sewage Reports
 - Box 1. 1915-1941, 891 documents, 52 files
 - 1) Includes Reports of Sewage Treatment, 1915-1920, and Sewer Plants Weekly Reports, 1932-1941
 - SS B. Sewer Committee Equipment Reports
 - SS C. Sewer Committee Miscellaneous Reports
 - Box 1. 1916-1924, 6 documents, 2 files
 - 1) Reports relating to construction and operation of sewer plants and pollution problems.
 - SS D. Sewer Committee Plot Plans/Blueprints
 - Oversized Folders. 1911-1928, 3 documents, 3 folders
 - 1) Plans of sewer plants as well as equipment used at the sewer plants.
 - SS E. Sewer Committee Correspondence
 - Box 1. 1906-1942, 75 documents, 26 files
 - 1) Letters to and from the Borough Engineer and the Sewer Committee.
- S 6. Borough Council Water Committee
 - SS A. Water Committee Water Supply Weekly Reports
 - Box 1. 1930-1940, 330 documents, 29 files
 - SS B. Water Committee Water Quality Reports
 - Box 1. 1914-1940, 476 documents, 78 files
 - 1) Papers include Water Examination Reports and Bacteria Examination Reports.
 - SS C. Water Committee Equipment Reports
 - SS D. Water Committee Miscellaneous Reports
 - Box 1. 1943-1951 (2 Not Dated), 10 documents, 4 files
 - 1) Reports relating to the construction and maintenance of the Water Works Plant.

WEST CHESTER BOROUGH
ARCHIVES OUTLINE, CONTINUED

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OUTLINE, CONTINUED

- RG 2. West Chester Borough Council, Continued
- S 6. Borough Council Water Committee, Continued
 - SS E. Water Committee Plot Plans/Blueprints
Oversized Folder. 1905, 1 document, 1 folder
 - SS F. Water Committee Correspondence
 - Box 1. 1840-1940, 37 documents, 20 files
 - 1) Letters to and from the Borough Engineer and the Water Committee.
 - S 7. Borough Council Library Committee
 - S 8. Borough Council Parks Committee
 - SS A. Parks Committee Reports
 - SS B. Parks Committee Correspondence
 - Box 1. 1877, 1 document, 1 file
 - 1) Letter about planting and maintenance of Marshall Square Park.
 - S 9. Borough Council Shade Tree Committee
 - S 10. Borough Council Special Committees
 - SS A. Special Committee to Investigate Water Supply Problem
 - Box 1. 1933, 1 book (Volume 1)
- RG 3. West Chester Borough Mayor's Office
- RG 4. West Chester Borough Secretary's Office (Now Borough Manager's Office)
- S 1. Borough Secretary Reports
 - Box 1. 1901-1950, 14 documents, 5 files
 - 1) Various Reports to or by the Borough Secretary, including a Bond Issue Report.
 - S 2. Specifications, Proposals, Bids, Contracts, Bonds and Agreements
 - Box 1. 1840-1915, 182 documents, 81 files
 - Box 2. 1916-1930, 98 documents, 49 files
 - Flat Box 1. c. 1841-1924, 6 documents, 5 files
 - Oversized Folder. 1921, 2 documents, 1 folder
 - 1) Papers relating to services rendered to West Chester Borough (such as garbage disposal), equipment (such as fire apparatus) and supplies (such as liquid chlorine) acquired by the Borough, and the construction of the sewer and water plants.
 - S 3. Bonds
 - Box 1. 1875-1947, 86 documents, 37 files
 - 1) These Bonds relate to Borough Employment and Plumbers Bonds.
 - S 4. West Chester Borough & Fire Companies Insurance Policies
 - SS A. Automobile Insurance Policies & Papers
 - Box 1. 1918-1947, 195 documents, 42 files
 - SS B. Building Insurance Policies & Papers
 - Box 1. 1932-1942, 8 documents, 3 files
 - SS C. Equipment & Machinery Insurance Policies & Papers
 - Box 1. 1915-1940, 12 documents, 11 files
 - Flat Box 1. 1898-1917, 22 documents, 3 files
 - Oversized Folder. 1910, 1 document, 1 folder

WEST CHESTER BOROUGH
ARCHIVES OUTLINE, CONTINUED

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OUTLINE, CONTINUED

- RG 4. West Chester Borough Secretary's Office, Continued
S 4. West Chester Boro & Fire Companies Insurance Policies, Continued
SS D. Fire Insurance Policies & Papers
Box 1. 1913-1939, 82 documents, 25 files
Flat Box 1. 1881-1886, 3 documents, 1 file
Oversized Folders. 1895-1916, 32 documents, 5 folders
SS E. Fire Equipment Insurance Policies & Papers
Box 1. 1921-1947, 103 documents, 37 files
SS F. Liability Insurance Policies & Papers
Box 1. 1934-1946, 11 documents, 11 files
SS G. Miscellaneous Insurance Policies
Flat Box 1. 1866, 1 document, 1 file
SS H. Miscellaneous Insurance Papers
Box 1. 1935-1945 (2 Not Dated), 8 documents, 5 files
SS I. Workmens Compensation Insurance Policies & Papers
Box 1. 1922-1947, 21 documents, 11 files
Flat Box 1. 1916-1930, 5 documents, 4 files
1) Policies are for both the Borough and the Fire

Companies.

- S 5. Borough Sewer Applications and Permits
SS A. No Address
Box 1. 1891-1927, 26 documents, 5 files
SS B. "A" Streets and Alleys
Box 1. 1914-1927, 30 documents, 2 files
SS C. "B" Streets and Alleys
Box 1. 1913-1927, 275 documents, 8 files
SS D. "C" Streets and Alleys
Box 1. 1912-1927, 247 documents, 8 files
SS E. "D" Streets and Alleys
Box 1. 1912-1927, 196 documents, 5 files
SS F. "E" Streets and Alleys
Box 1. 1925-1927, 7 documents, 1 file
SS G. "F" Streets and Alleys
Box 1. 1913-1926, 86 documents, 5 files
SS H. "G" Streets and Alleys
Box 1. 1912-1927, 200 documents, 7 files
SS I. "H" & "I" Streets and Alleys
Box 1. 1912-1927, 209 documents, 7 files
SS L. "L" Streets and Alleys
Box 1. 1913-1926, 42 documents, 2 files
SS M. "M" Streets and Alleys
Box 1. 1913-1927, 529 documents, 17 files
SS N. "N" Streets and Alleys
Box 1. 1912-1928, 147 documents, 5 files
SS Q. "Q" & "R" Streets and Alleys
Box 1. 1914, 1 document, 1 file
SS R. "S" & "T" Streets and Alleys
Box 1. 1920-1927, 24 documents, 1 file

WEST CHESTER BOROUGH
ARCHIVES OUTLINE, CONTINUED

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OUTLINE, CONTINUED

- RG 4. West Chester Borough Secretary's Office, Continued
- S 5. Borough Sewer Applications and Permits, continued
 - SS S. "U" Streets and Alleys
 - Box 1. 1913-1925, 113 documents, 6 files
 - SS T. "V" Streets and Alleys
 - Box 1. 1919-1926, 10 documents, 1 file
 - SS U. "W", "X", "Y" & "Z" Streets and Alleys
 - Box 1. 1912-1927, 327 documents, 15 files
 - 1) Applications are for permission to connect to the Borough Sewer System, there are a few Permits issued after the Application was made.
 - S 6. Borough Secretary's Correspondence
 - Box 1. 1840-1937, 57 documents, 14 files
 - 1) Miscellaneous letters to and from the Borough Secretary.
- RG 5. West Chester Borough Treasurer's Office (Now Borough Finance Director's Office)
- S 1. Borough Treasurer's (Controller's) Reports
 - SS A. Published Financial Statements
 - Box 1. 1826-1924, 1 book (Volume 1), 4 documents, 4 files
 - SS B. Treasurer's & Controller's Reports
 - Box 1. 1885-1935, 22 documents, 6 files
 - S 2. Borough Tax Collector's Papers
 - SS A. Tax Collector's Warrants
 - Box 1. 1932-1935, 4 documents, 1 file
 - SS B. Borough Tax Records
 - Box 1. c. 1934-1945 (1 Not Dated), 340 documents, 13 files
 - SS C. Borough Tax Liens
 - Box 1. 1934-1945, 30 documents, 2 files
 - SS D. Tax Collector's Accounts
 - Flat Box 1. 1891-1917, 28 documents, 10 files
 - Oversized Folder. 1901, 1 document, 1 folder
 - 1) Some of the Accounts are broadsheets.
 - SS E. Tax Collector's Miscellaneous Papers
 - Box 1. 1949, 1 document (Final Notice - per Capita Tax), 1 file
 - S 3. Borough Auditor's Reports
 - Box 1. 1925-1930, 4 documents, 4 files
 - S 4. Borough Financial Papers
 - Box 1. 1840-1934, 10 documents, 8 files
 - 1) Papers include Reports, statements and other miscellaneous financial papers.
 - S 5. Borough Loans Papers
 - Box 1. 1884-1937, 98 documents, 19 files
 - 1) Papers include Reports, taxes and other papers related to Borough Loans.

WEST CHESTER BOROUGH
ARCHIVES OUTLINE, CONTINUED

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OUTLINE, CONTINUED

- RG 5. West Chester Borough Treasurer's Office, Continued
 - S 6. Bills/Invoices
 - Box 1. 1840-1916, 49 documents, 17 files
 - 1) Papers are Bills or Invoices to West Chester Borough.
 - S 7. Checks and Cancelled Checks
 - Box 1. c. 1880-1901, 854 documents, 25 files
 - 1) Checks were written by West Chester Borough.
 - S 8. Receipts and Acceptances
 - Box 1. 1894-1935, 24 documents, 13 files
 - 1) Papers include Reports as well as Receipts and Acceptances of Rates set by West Chester Borough.
 - S 9. Releases
 - Box 1. 1914, 1 document, 1 file
 - 1) Release of Bond.
 - S 10. Borough Treasurer's Correspondence
 - Box 1. 11/27/1905-11/23/1907, 345 documents, 18 files
 - Box 2. 11/27/1907-8/1/1916, 270 documents, 18 files
 - 1) Letters to and from the Borough Treasurer as well as Returned Letters to the Borough Treasurer.
- RG 6. West Chester Board of Health
 - S 1. Board of Health Minute Books
 - Box 1. 1913-1940, 2 books (Volumes 1 & 2)
 - S 2. Board of Health Reports
 - Box 1. 1907-1921, 10 documents, 10 files
 - 1) Yearly Reports included Death and Disease Statistics.
 - S 3. Board of Health Affirmations
 - Box 1. 1893, 1 document, 1 file
 - 1) Affirmation of appointed members of Board of Health.
- RG 7. West Chester Board of Adjustment (Now the Zoning Hearing Board)
 - S 1. Board of Adjustment Minute Books
 - Box 1. 1939-1957, 1 book (Volume 1)
- RG 8. West Chester Borough Building and Housing Department
- RG 9. West Chester Borough Public Works Department
- RG 10. West Chester Borough Wastewater Department.
- RG 11. West Chester Borough Recreation Department
- RG 12. West Chester Borough HARB
- RG 13. West Chester Borough Planning Commission
- RG 14. West Chester Water Authority

WEST CHESTER BOROUGH
ARCHIVES OUTLINE, CONTINUED

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RG 15. Miscellaneous West Chester Borough Papers

- S 1. Fragment Files
 - Box 1. No Dates, 4 documents; 1 file
- S 2. Maps
 - Oversized Folders. 1966-c. 1977, 5 documents, 2 folders
- S 3. Miscellaneous Items
 - Box 1. 1991, 1 item, 1 file
- S 4. Miscellaneous Published Records
 - Box 1. 1953-1964, 2 documents, 2 files
 - 1) Records include a booklet about the role of the Railroad in the economy of Pennsylvania and a West Chester City Directory.
- S 5. Miscellaneous Stationery Items
 - Box 1. No Date, 53 items, 5 files
 - 1) These items include an empty filing envelope and the cardboard labels for the "Tucker" filing cabinet.

Jane E. Dorchester
Archivist
June, 1995

Flat Box and Oversized

RECORD GROUP (RG) 1: CORPORATION OF WEST CHESTER
SERIES (S) 3: WEST CHESTER BOROUGH PROPERTY RECORDS

FLAT BOX & FILE#	TITLE	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1/1	Deed: Wm. Everhart et ux to WC Boro	6/28/1832	1	[DD1]
1/2	Deed: Executors of Anthony Bolmar to WC Boro	11/7/1872	1	Land for Streets and Alleys. [DD1]
1/3	Deed: Caleb H. Kinnard et ux to WC Boro	3/28/1879	1	East Bradford Messuage & 119 acres, 147 perches. [DD1]
1/4	Mortgage: Winfield S. Mercer & Martha & Hannah Walker	3/29/1882	2	[DD1]
1/5	Deed: Samuel Hannum et ux et al to WC Boro	8/5/1884	1	Land for Alley. [DD1]
1/6	Deed: James Trickett et ux to WC Boro	9/22/1885	1	113,301 square feet. [L17]
1/7	Title Insurance Policy with United Security Co.	6/1887	1	For 15-17 S. High Street. [R19]
1/8	Deed: Patrick H. Corcoran et ux to WC Boro	12/12/1928	1	Land for Street. [L17]
1/9	Deed & Plot Plan: Frederick Veit to WC Boro	2/24/1932	2	East Bradford 5789 square feet. [L17]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL

SERIES (S) 1: ADMINISTRATION

SUBSERIES (SS) A: BOROUGH COUNCIL MEETING PAPERS

FLAT BOX & FILE#	TITLE	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1/1	Ordinance Regulating the Erection of Wooden Buildings in the Borough of West Chester	1904	1	Out of RG2, S1, SSA, BOX 1, FILE 43. [R18]
1/2	Ordinances: 1. Making an Appropriation for the Maintenance of a Free Public Library . . . 2. For the Better Preservation of the Public Health	1905	2	Out of RG2, S1, SSA, BOX 1, FILE 47. [R17]
1/3	Communication from New Century Club	4/11/1906	3	Out of RG2, S1, SSA, BOX 2, FILE 8. 2 plans for landscaping around the Bronze Boy fountain on N. High Street. [R21]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL
 SERIES (S) 1: ADMINISTRATION
 SUBSERIES (SS) C: WEST CHESTER BOROUGH ORDINANCES

FLAT BOX TITLE & FILE#	TITLE	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1/1	Ordinances re: Wayne Street	8/1903	2	Broadsheets. [R30]
1/2	Ordinances re: \$ for Library	3/1905	3	Broadsheets. [R30]
1/3	Ordinances re: Public Health	4/1905	2	Broadsheets. [R30]
1/4	Ordinances re: Licensing Fee of Poles with Wires	4/1906	2	Broadsheets. [R30]
1/5	Ordinance re: Tree Trimming	4/1906	1	Broadsheet. [R30]
1/6	Ordinance re: Handbill Postings	4/1906	1	Broadsheet. [R30]
1/7	Ordinances re: Identity Companies using Poles	7/1906	3	Broadsheets. [R30]
1/8	Ordinances re: Indebtedness	7/1906	3	Broadsheets. [R30]
1/9	Ordinance re: Street Improvements	8/1906	1	Broadsheet. [R30]
1/10	Ordinances re: Indebtedness	9/1908	2	Broadsheets. [R30]
1/11	Ordinances re: \$ for Fire Companies	6/1910	6	Broadsheets. [R30]
1/12	Ordinance Supplements re: Water	6/1910	4	Broadsheets. [R30]
1/13	Ordinance re: Loan	12/1915	1	Broadsheet. [R30]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL
SERIES (S) 1: ADMINISTRATION
SUBSERIES (SS) D: BOROUGH COUNCIL RESOLUTIONS

FLAT BOX TITLE & FILE#	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1/1 "Mad Dog" Resolution	1850	1	Broadsheet found in back of COUNCIL MEETING MINUTES
BOOK, 1890-1908.			
1/2 Resolutions re: Shade Trees	6/1910	7	Broadsheets. [R30]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL

SERIES (S) 1: ADMINISTRATION

SUBSERIES (SS) I: WEST CHESTER BOROUGH APPLICATIONS AND PERMITS

FLAT BOX TITLE

DATE(S)

OF CONTENTS/COMMENTS

& FILE#

DOCS

1/1

Permit Agreement & Plan

11/12/1930 2

[L13]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL
 SERIES (S) 1: ADMINISTRATION
 SUBSERIES (SS) L: WEST CHESTER BOROUGH BUILDING APPLICATIONS AND PERMITS

FLAT BOX TITLE & FILE#	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1/1 Building Application & Blueprint	3/9/1917	2	Removed from RG2, S1, SSL, BOX 1, FILE 31 because of attached blueprint. [L21]

RECORD GROUP (RG) 4: WEST CHESTER BOROUGH SECRETARY'S OFFICE
SERIES (S) 2: SPECIFICATIONS, PROPOSALS, BIDS, CONTRACTS, BONDS AND
AGREEMENTS

FLAT BOX TITLE & FILE#	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1/1 Sheet of Blank Permits	No Date [c. 1841]	1	1 copy made of this damaged document. [L30{7}]
1/2 Specs for Sewer in E. Market Street	No Date [c. 1884]	1	[R22]
1/3 Proposal for Fire Apparatus	7/31/1913	1	[L22]
1/4 Blueprints for Pumps	1914	2	[L18]
1/5 Plan of Proposed Intake	12/12/1924	1	[L17]

RECORD GROUP (RG) 4: WEST CHESTER BOROUGH SECRETARY'S OFFICE
SERIES (S) 4: WEST CHESTER BOROUGH & FIRE COMPANIES INSURANCE POLICIES
SUBSERIES (SS) C: EQUIPMENT & MACHINERY INSURANCE POLICIES & PAPERS

FLAT BOX TITLE & FILE#	DATE(S)	# OF CONTENTS/COMMENTS DOCS
1/1 Equipment and Machinery	1898-1904	8 [L23]
1/2 Equipment and Machinery Insurance Policies	1905-1908	6 1 copy made of 1 damaged document. [L23]
1/3 Equipment and Machinery Insurance Policies	1910-1917	8 [L23]

RECORD GROUP (RG) 4: WEST CHESTER BOROUGH SECRETARY'S OFFICE
SERIES (S) 4: WEST CHESTER BOROUGH & FIRE COMPANIES INSURANCE POLICIES
SUBSERIES (SS) D: FIRE INSURANCE POLICIES & PAPERS

FLAT BOX TITLE & FILE#	DATE(S)	# OF CONTENTS/COMMENTS DOCS
1/1 Fire Insurance Policies	1881-1886	3 [L23]

RECORD GROUP (RG) 4: WEST CHESTER BOROUGH SECRETARY'S OFFICE
SERIES (S) 4: WEST CHESTER BOROUGH & FIRE COMPANIES INSURANCE POLICIES
SUBSERIES (SS) G: MISCELLANEOUS INSURANCE POLICIES

FLAT BOX TITLE & FILE#	DATE(S)	# OF CONTENTS/COMMENTS DOCS
1/1 Livestock Insurance Policy	6/9/1866	1 [L23]

RECORD GROUP (RG) 4: WEST CHESTER BOROUGH SECRETARY'S OFFICE
SERIES (S) 4: WEST CHESTER BOROUGH & FIRE COMPANIES INSURANCE POLICIES
SUBSERIES (SS) I: WORKMENS COMPENSATION INSURANCE POLICIES & PAPERS

FLAT BOX TITLE DATE(S) # OF CONTENTS/COMMENTS
& FILE# DOCS

1/1	Workmens Comp Insurance Policies	1916-1919	2	[L23]
1/2	Workmens Comp Insurance Policy	1/29/1920	1	[L24]
1/3	Workmens Comp Insurance Policy	1/29/1924	1	[L23]
1/4	Workmens Comp Insurance Policy	1/29/1930	1	[L23]

RECORD GROUP (RG) 5: WEST CHESTER BOROUGH TREASURER'S OFFICE
SERIES (S) 2: BOROUGH TAX COLLECTOR'S PAPERS
SUBSERIES (SS) D: TAX COLLECTOR'S ACCOUNTS

FLAT BOX TITLE & FILE#	DATE(S)	# OF CONTENTS/COMMENTS DOCS
1/1 Tax Collector's Accounts	1891-1893	3 [R24]
1/2 Tax Collector's Accounts	1894-1896	3 [R24]
1/3 Tax Collector's Accounts	1897-1899	3 [R24]
1/4 Tax Collector's Accounts	1900	1 [R24]
1/5 Tax Collector's Accounts	1902-1903	4 [R24]
1/6 Tax Collector's Accounts	1904-1905	5 [R24]
1/7 Tax Collector's Accounts	1909	1 [R24]
1/8 Tax Collector's Accounts	1910-1911	2 [R24]
1/9 Tax Collector's Accounts	1914-1915	4 [R24]
1/10 Tax Collector's Accounts	1917	2 [R24]

RECORD GROUP (RG) 1: CORPORATION OF WEST CHESTER
SERIES (S) 3: WEST CHESTER BOROUGH PROPERTY RECORDS

OVERSIZED FOLDER#	TITLE	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1	Deeds: Geo. Ashbridge et al to WC Boro; & Wm. Everhart et al to WC Boro	4/20/1825 & 4/18/1829	2	[DD1]
2	Deeds: Eber Worthington et al to WC Boro; & David Townsend et al to WC Boro; & Eli M. Price to WC Boro	9/10/1833 & 10/26/1838 & 5/8/1839	3	[DD1]
3	Deeds to WC Boro	1841-1846	5	Land for Streets and Alleys. [DD1]
4	Deed & Plot Plan: Ellen J. Speakman et vir to WC Boro	4/2/1906 & 1948	2	West Goshen Messuage, mill & 13 acres Eachus Dam Property [L17]

RECORD GROUP (RG) 1:		CORPORATION OF WEST CHESTER		
SERIES (S) 4:		WEST CHESTER BOROUGH PLOT PLANS		
OVERSIZED TITLE		DATE(S)	# OF CONTENTS/COMMENTS	
FOLDER#			DOCS	
1	Blueprint	6/30/1936	1	[R1]

RECORD GROUP (RG) 1: CORPORATION OF WEST CHESTER

SERIES (S) 6: WEST CHESTER BOROUGH MISCELLANEOUS PAPERS

OVERSIZED TITLE	DATE(S)	# OF CONTENTS/COMMENTS
FOLDER#		DOCS
1	Deed: John T. Worthington to Fame Fire Company	12/27/1852 1 [DD1]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL
SERIES (S) 1: ADMINISTRATION
SUBSERIES (SS) A: BOROUGH COUNCIL MEETING PAPERS

OVERSIZED FOLDER#	TITLE	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1	Plan of Property of T. L. Eyre	1903	1	Out of RG2, S1, SSA, BOX 1, FILE 35. [R18]
2	Ordinance re: West Market & East Union Streets	1903	1	Out of RG2, S1, SSA, BOX 1, FILE 38. [R18]
3	Copy of <u>Daily Local News</u>	Tuesday, 10/3/1916	1	Out of RG2, S1, SSA, BOX 3, FILE 15. [R14]
4	Blueprint of "Pumping Station - Filtration Plant & Steel Reservoir Tabulation of Bids"	6/1928	1	Out of RG2, S1, SSA, BOX 4, FILE 52. [R9]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL

SERIES (S) 1: ADMINISTRATION

SUBSERIES (SS) C: WEST CHESTER BOROUGH ORDINANCES

OVERSIZED TITLE	DATE(S)	# OF CONTENTS/COMMENTS DOCS
FOLDER# 1 Ordinance re: Delaware & Atlantic Telegraph & Telephone Co.	3/1904	1 Broadsheet. [R30]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL

SERIES (S) 1: ADMINISTRATION

SUBSERIES (SS) I: WEST CHESTER BOROUGH APPLICATIONS AND PERMITS

OVERSIZED TITLE	DATE(S)	# OF CONTENTS/COMMENTS DOCS
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1	Permit for Sewer Pipe Laying	1916	4	[L18]
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RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL
SERIES (S) 5: BOROUGH COUNCIL SEWER COMMITTEE
SUBSERIES (SS) D: SEWER COMMITTEE PLOT PLANS/BLEPRINTS

OVERSIZED FOLDER#	TITLE	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1	Blueprint: Parts of Sewer System	6/9/1911	1	[L17]
2	Blueprint: Sewer System 1914		1	[L18]
3	Blueprint: Sewer System 1928		1	[L18]

RECORD GROUP (RG) 2: WEST CHESTER BOROUGH COUNCIL
 SERIES (S) 6: BOROUGH COUNCIL WATER COMMITTEE
 SUBSERIES (SS) E: WATER COMMITTEE PLOT PLANS/BLEPRINTS

OVERSIZED TITLE	DATE(S)	# OF CONTENTS/COMMENTS DOCS
FOLDER# 1 Plan of Water Main to Fern Hill Reservoir	1905	1 [L18]

RECORD GROUP (RG) 4: WEST CHESTER BOROUGH SECRETARY'S OFFICE
SERIES (S) 2: SPECIFICATIONS, PROPOSALS, BIDS, CONTRACTS, BONDS AND
AGREEMENTS

OVERSIZED FOLDER#	TITLE	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1	Plans for Sewer Filter Bed - Goose Creek	5/1921	2	These documents were found with 3 other documents pertaining to the Sewer Filter Bed at Goose Creek. These documents were removed and placed in this file because of their size (see RG4, S2, BOX 2, FILE 4). [L18]

RECORD GROUP (RG) 4: WEST CHESTER BOROUGH SECRETARY'S OFFICE
SERIES (S) 4: WEST CHESTER BOROUGH & FIRE COMPANIES INSURANCE POLICIES
SUBSERIES (SS) C: EQUIPMENT & MACHINERY INSURANCE POLICIES & PAPERS

OVERSIZED TITLE	DATE(S)	# OF CONTENTS/COMMENTS
FOLDER#		DOCS
1	Equipment and Machinery 7/26/1910 Insurance Policy	1 AKA Boiler & Machinery Insurance Policy. [L23]

RECORD GROUP (RG) 4: WEST CHESTER BOROUGH SECRETARY'S OFFICE
SERIES (S) 4: WEST CHESTER BOROUGH & FIRE COMPANIES INSURANCE POLICIES
SUBSERIES (SS) D: FIRE INSURANCE POLICIES & PAPERS

OVERSIZED FOLDER#	TITLE	DATE(S)	# OF CONTENTS/ DOCS	COMMENTS
1	Fire Insurance Policies	1895-1896	3	[L23]
2	Fire Insurance Policies	1905-1909	5	[L23]
3	Fire Insurance Policies	1910-1915	11	[L23]
4	Fire Insurance Policies - Mutual Fire Co.	1/1916	5	[L24]
5	Fire Insurance Policies - Penn Mutual Co.	1-6/1916	8	[L24]

RECORD GROUP (RG) 5: WEST CHESTER BOROUGH TREASURER'S OFFICE

SERIES (S) 2: BOROUGH TAX COLLECTOR'S PAPERS

SUBSERIES (SS) D: TAX COLLECTOR'S ACCOUNTS

OVERSIZED TITLE	DATE(S)	# OF CONTENTS/COMMENTS	
FOLDER#		DOCS	
1	Tax Collector's Accounts	1901	1 [R24]

RECORD GROUP (RG) 15: MISCELLANEOUS WEST CHESTER BOROUGH PAPERS

SERIES (S) 2: MAPS

OVERSIZED FOLDER#	TITLE	DATE(S)	# OF DOCS	CONTENTS/COMMENTS
1	Maps of Chester County, Pa.	1966-1971	2	[From Treasurer's Office]
2	Maps of West Chester, Pa.	No Date [c. 1969- c. 1977]	3	1 of these maps is in 2 pieces. These maps were dated as being published some time between the construction of the Route 202 By-pass (c. 1969) and the move out of the S. High Street municipal building (c. 1977). [From Treasurer's Office]