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# INVENTORY OF THE COUNTY ARCHIVES OF ILLINOIS



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JACKSON COUNTY  
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NO.39

THE HISTORICAL RECORDS SURVEY  
CHICAGO ILLINOIS

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INVENTORY OF THE COUNTY ARCHIVES  
OF ILLINOIS

Prepared by

The Historical Records Survey  
Division of Women's and Professional Projects  
Works Progress Administration

No. 39. JACKSON COUNTY (MURPHYSBORO)

\* \* \* \* \*

Chicago, Illinois  
The Historical Records Survey  
March 1939

The Historical Records Survey

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## FOREWORD

The Inventory of County Archives of Illinois is one of a number of bibliographies of historical materials prepared throughout the United States by workers on The Historical Records Survey of the Works Progress Administration. The publication herewith presented, an inventory of the archives of Jackson County, is number 39 of the Illinois series.

The Historical Records Survey was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by the officials of the county, and also the needs of lawyers, business men and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he used the library card catalog for printed sources.

The inventories produced by The Historical Records Survey attempt to do more than give merely a list of records - they attempt further to sketch in the historical background of the county or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and other local inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as a bibliography of local archives.

The successful conclusion of the work of The Historical Records Survey, even in a single county, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey was organized and has been directed by Luther H. Evans, and operates as a nation-wide project in the Division of Women's and Professional Projects, of which Florence Kerr, Assistant Administrator, is in charge.

F. C. HARRINGTON  
Administrator



## PREFACE

The Historical Records Survey was initiated as a nation-wide undertaking in January 1936, as part of the Federal Writers' Project of the Works Progress Administration. In Illinois the Survey became an independent unit in August 1936, but continued to operate as a part of the nation-wide project under the technical supervision of Dr. Luther H. Evans, National Director, and under the administrative supervision of the Division of Women's and Professional Projects.

In compiling this Inventory of the Archives of Jackson County, the Survey has sought to locate, describe, and classify all extant county records and to make them more easily accessible to county officials, the general public, and research workers. It is believed that this Inventory will be useful in the preservation of this valuable material, and as a guide to the archives wherein may be found so much important information in the field of history, sociology, political science, and economics. While some historians have realized this for many years, the general public has never been made aware of the intrinsic worth of this material. In the official documents of Jackson County is continued the story of the coming into the wilderness of settlers who created a territory and the rudiments of a simple frontier government, bought and sold land, built roads, established schools, and later founded a state.

The Historical Records Survey has proved itself of valuable assistance to local and county governments in Illinois. Records have been rearranged and made more accessible, material believed to be lost has been located, indexing projects have been fostered, and county officials have been encouraged and induced to provide new equipment for their offices and better storage space for the records.

In addition, the program of the Survey has been planned to dovetail with the long range plans of the State of Illinois for the care of its state and local archives. For example, the first step in the Illinois program, the moving of all state records into a new Archives Building, has been materially aided by the preparation of preliminary inventories by Survey workers for the various state departments. Again, the program of the State for the preservation of county records, including the making of microphotographic copies of all important historical documents, obviously presupposes inventories such as The Historical Records Survey is now making.

Since under Illinois law no records may be destroyed without specific enabling legislation, the tremendous increase in the bulk of records being produced today makes it impossible for either the State or the counties to preserve all records. Hence, there has been considerable destruction of records. The Inventories being compiled by The Historical Records Survey now make possible for the first time a scientific study of the whole question of record destruction. If, as seems likely, this results in adequate



Preface

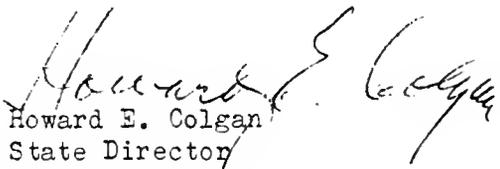
and sensible legislation permitting necessary reduction in the bulk of records, this single use of the inventories may prove the most important contribution of the Survey.

Under the direction of Alston G. Field, who resigned as State Director November 1, 1937, work on the survey of records in Jackson County, the thirty-ninth county on the alphabetically arranged list of the one hundred and two counties in Illinois, was begun in April 1936, and finished in February 1937. A complete re-check was later made and finished in October 1938. The Inventory was taken by George M. Young, Albert Anderson, Annette Strinski, and Gilbert Campbell, under the supervision of Kenneth C. Blood.

The Inventory was prepared for publication by the state editorial staff of The Historical Records Survey at Chicago, under the supervision of Herbert R. Rifkind. Assisting were Martine O'Connor, in charge of editing and re-editing, and Kathleen Summitt, in charge of arranging and indexing. Legal essays were prepared under the supervision of Irving E. Barnett, assisted by Katherine D. Holmgren. The format of the Inventory was prepared and the material collated under the supervision of Edward J. McDonough. Typing, stencil cutting, and mimeographing were supervised by Dorothy V. Herold. In addition, too much credit cannot be given to the other members of the editorial, research, and typing staffs for their intelligent and diligent cooperation in the compilation of this Inventory.

The various units of the Inventory of County Archives of Illinois will be available for distribution to governmental offices, libraries, schools, and historical societies in Illinois, and libraries and governmental agencies in other states. Requests for information concerning particular units of the Inventory should be addressed to the state director. It is planned to publish a separate History of Jackson County in the near future as a supplement to this Inventory. This History will be compiled from and completely documented to original county records and other primary source material.

All of the officers of Jackson County cooperated in every possible way with the workers, and grateful acknowledgment of their aid is hereby made. I also wish to express appreciation for the assistance rendered by the officers of the Illinois State Library, and by the officials of the Illinois Works Progress Administration and the Federal Writers' Project. For the cover design and the binding we are indebted respectively to the Federal Art Project, and the Bookbinding Project of District 3, Chicago, Illinois.

  
Howard E. Colgan  
State Director  
The Historical Records Survey

March 30, 1939



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## 1. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

### Introduction

#### Historical Background

Jackson County was created as a county of Illinois Territory by an act of the territorial legislature approved January 10, 1816, which was to take effect and be in force on and after April 1 of that year.<sup>1</sup> Among the provisions of the act were the naming of the county after General Andrew Jackson, hero of the Battle of New Orleans; the fixing of the boundaries; the appointment of commissioners to create a permanent seat of justice; and the designation of the house of Nathan Davis on Big Muddy River as the temporary meeting place for the territorial county court. One year later, on January 11, 1817, the legislature named Brownville as the permanent county seat.<sup>2</sup> After the fire of 1843 which completely destroyed the county courthouse, the legislature passed an act on February 24, 1843,<sup>3</sup> permitting the citizens of Jackson to vote on the question of the relocation of the county seat. In the election hold in August a majority of the electorate voted for a change.<sup>4</sup> The three commissioners appointed by the act to do the relocating chose a twenty-acre tract situated four miles west of Brownville which had been donated for that purpose by Dr. John Logan and his wife.<sup>5</sup> The new town, named Murphys Borough after William C. Murphy, one of the three commissioners, and later changed to Murphysboro, has been the county seat ever since.

#### Scope of County Government

The county in Illinois is a corporate body<sup>6</sup> and an administrative unit of the state; its governmental organization is at all times largely an expression of this dual nature.

The growth of the county as a body politic is reflected, in each of the state's three constitutional periods, in a progressive expansion of the powers which may by law be exercised by the county board, and in the creation of new, and the extension of existing, county offices. The latter phase of growth in Jackson County and others similarly organized at present, has also been affected by the adoption of township organization, which for the first time constituted the civil towns as an additional level of government.

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1. Territorial Laws, 1815-16, p. 62.
  2. Ibid., 1816-17, p. 44. County records show spelling Brownville. County Commissioners' Court Record, 1823-35, p. 1.
  3. L.1843, p. 119-21.
  4. County Court Record, 1843-56, v. D., p. 23.
  5. Ibid., p. 24.
  6. R.L.1827, p. 107; R.S.1845, p. 130; R.S.1874, p. 306.



An analogous development appears in the state's invasion of new fields of government and the extension of the county's role as its agent. Originally, the county performed but a single important function for the state, that of collecting its share of the taxes levied within the county. Since then, however, education, public health, registration of vital statistics, public assistance, and many similar if less important matters have entered the province of state control or supervision. To effect this control, new governmental units, subcounty districts of various types, have come into existence or have been converted to new purposes; the county, because of its intermediate position, has become more important as a medium of that control.

Thus the complete operation of county government in Illinois brings in to play a number of partly distinct authorities. Their relationships, at any time, are complex. The changing governmental organization of Jackson County, therefore, is easiest traced from the viewpoint of the major functions of county government.

#### General Administration

General administrative jurisdiction over county business has always been vested in the county board. As a territorial county, Jackson's first administrative body was the county court, which consisted of three judges appointed by the Governor of the Territory.<sup>1</sup> From January 9, 1818 to the fourth Monday in April 1819, a Justices' Court, composed of justices of the peace, any three of whom constituted a court, or quorum, functioned as the county administrative unit.<sup>2</sup> Under the first constitution, for all counties, the county commissioners' court acted as the county board.<sup>3</sup> It was expressly declared to have no original or appellate jurisdiction in civil or criminal actions, but had all power necessary to the exercise of its jurisdiction in cases concerning the public affairs of the county collectively.<sup>4</sup> The commissioners were constitutional officers,<sup>5</sup> and elected;<sup>6</sup> the court existed solely by statutory provision.<sup>7</sup> Attached to it in a ministerial capacity was the independent statutory office of clerk of the county commissioners' court,<sup>8</sup> at first filled at the appointment of the court,<sup>9</sup> later by election;<sup>10</sup> the clerk was bonded in the sum of \$1,000.<sup>11</sup>

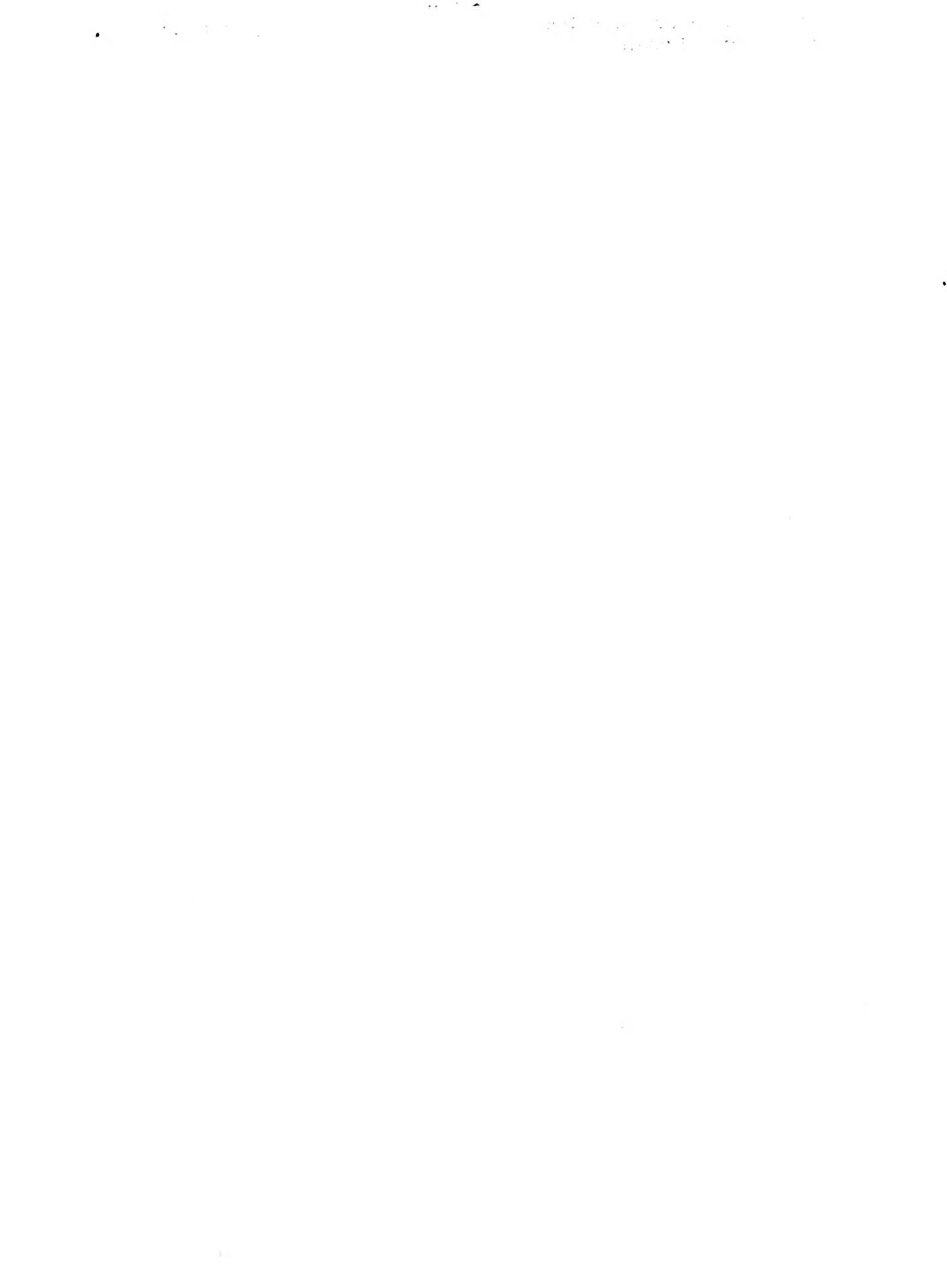
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1. Pope's Digest, v. II, p. 346.
  2. Territorial Laws 1815-16, p. 90.
  3. Constitution of 1818, Schedule, sec. 4; L.1819, p. 175,176.
  4. L.1819, p. 176.
  5. Constitution of 1818, Schedule, sec. 4.
  6. Constitution of 1818, Schedule, sec. 4; L.1819, p. 100; L.1821, p. 100; R.L.1837, p. 103,104.
  7. L.1819, p. 175.
  8. Ibid.
  9. Ibid.
  10. R.L.1837, p. 49; L.1845, p. 28.
  11. L.1819, p. 176,177.



Under the second constitution, the newly-created county court succeeded to the position of the county commissioners' court.<sup>1</sup> As an administrative body,<sup>2</sup> it was composed of the county judge, an elected, constitutional officer,<sup>3</sup> and two justices of the peace, statutory officers,<sup>4</sup> elected at large.<sup>5</sup> Another new office, that of clerk of the county court, was created to provide it with a ministerial officer; the clerk also was elected, and bonded in the sum of \$3,000.<sup>6</sup>

The Constitution of 1848 also made provision, for the first time, for an optional form of county government.<sup>7</sup> The subsequent enabling acts<sup>8</sup> provided that whenever the voters of a county might so determine, that county should adopt township organization; one of the principal results of such a change was to alter the legal status of the county board.<sup>9</sup> Jackson County so elected in 1872, and the county court was succeeded by a board of supervisors, composed of members elected one in each of the several townships.<sup>10</sup> The clerk of the county court was required by law to act as the ministerial officer of the new county board.<sup>11</sup> In 1874, however, that clerk was replaced by a new officer, the county clerk, whose office had been created, and made elective, by the third constitution.<sup>12</sup> The county clerk was required by law to act as ministerial officer for the county board,<sup>13</sup> which determined in what amount he should be bonded.<sup>14</sup> Another significant change in the legal status of the county board, has been the addition to its membership of assistant supervisors, elected from the various towns on the basis of population;<sup>15</sup> the assistant supervisors have no power or duties as town officers, but are members of the county board and as such enjoy the same powers and rights as other members.<sup>16</sup>

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1. L.1849, p. 65.
  2. The county court was also a court of law. For its legal status and jurisdiction as such, see Administration of Justice, Courts, p. 11.
  3. Constitution of 1848, Art. V, sec. 17.
  4. L.1849, p. 65,66.
  5. Constitution of 1848, Art. V, sec. 1,16,19.
  6. L.1849, p. 63,64.
  7. Constitution of 1848, Art. VII, sec. 6.
  8. The original enabling act of 1849, (L.1849, p. 190-224) was repealed two years later by a more comprehensive but essentially similar law (L.1851, p. 35-78).
  9. Other effects of the change, within the sphere of county government proper, appear with regard to the legal status of certain officers involved in the taxation procedure. See Finances, p. 8.
  10. Constitution of 1848, Art. VII, sec. 6; L.1849, p. 192,202-4; Constitution of 1870, Art. X, sec. 5.
  11. L.1849, p. 203; L.1851, p. 78.
  12. Constitution of 1870, Art. X, sec. 8.
  13. R.S.1874, p. 260,273.
  14. R.S.1874, p. 321.
  15. R.S.1874, p. 1080; L.1925, p. 605; L.1929, p. 774; L.1931, p. 905-10; L.1933, p. 1115,1116.
  16. R.S.1874, p. 1080.



The Constitution of 1870 also provided for a new form of county board in counties not under township organization. This board, was to be composed of three officers, styled commissioners, who would transact all county business as provided by law. Subsequent legislation granted to the board of county commissioners all powers and duties formerly exercised by the county court acting in its administrative capacity.<sup>1</sup> Jackson County functioned under this administrative body from 1875 to 1878, and later from 1883 to 1885.

Concurrent with the changing legal status of the county board is an expansion of its functions without, however, considerable extension beyond the original jurisdiction conferred upon the county commissioners' court. The authority of that body extended to the imposition and regulation of taxes,<sup>2</sup> a limited but increasing management of county property,<sup>3</sup> and a growing fiscal control, stringent in regard to tax collections,<sup>4</sup> sporadic in its check on the expenditures of other county offices.<sup>5</sup> The court additionally had power to appoint judges of election,<sup>6</sup> select juries,<sup>7</sup> and, with limitations, to provide for the construction and maintenance of roads and bridges.<sup>8</sup> Poor relief<sup>9</sup> and a tentative supervision of education<sup>10</sup> also fell within its general administrative jurisdiction.

The effect of subsequent legislation, in the main, has only been to broaden that jurisdiction. The county board has been given full power to purchase, contract for, dispose of, and make regulations concerning all real and personal property of the county.<sup>11</sup> It is now required also to audit all claims against the county and the accounts of such officers as are not provided for by law.<sup>12</sup> Otherwise, the many changes in the form of county board in Jackson County have not materially affected the general administrative jurisdiction of that body.<sup>13</sup>

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1. Constitution of 1870, Art. X, sec. 6; L.1873-74, p. 79.
  2. L.1819, p. 175.
  3. L.1819, p. 237,238; L.1842-43, p. 128.
  4. L.1819, p. 238,318; L.1823, p. 208; R.L.1827, p. 373,375; R.L.1829, p. 121; L.1842-43, p. 112; L.1845, p. 11,12.
  5. R.L.1827, p. 366; L.1831, p. 175.
  6. L.1819, p. 90.
  7. Ibid., p. 255; L.1823, p. 182.
  8. Either by calling on the able-bodied men of the county for labor, or by raising bond issues by subscription. L.1819, p. 333,334,336,337, 343; L.1821, p. 167; L.1825, p. 130-33.
  9. L.1819, p. 127; L.1839, p. 138,139.
  10. R.S.1845, p. 500,501.
  11. L.1851, p. 51,52.
  12. Ibid., p. 51.
  13. Cf. this running summary with R.S.1874, p. 306, and R.S.1937, p. 910-12.



## Finances

In Illinois counties, there has always been a close relationship between the taxation processes and the fiduciary function. This circumstance, as well as frequent evidence of the county board's ultimate control in such matters, appears in a resume of the legal status and duties of the officers involved.

### Taxation

The assessment function in taxation was delegated by the first General Assembly to the county treasurer, a statutory officer appointed by the county commissioners' court.<sup>1</sup> The administrative body, within statutory limits, fixed the amount of the levy, while the value of many categories of real and personal property was fixed by law; however, a limited discretion was left to the assessing officer.<sup>2</sup> In 1825 assessments were made by the county assessor, also an appointee of the county commissioners' court.<sup>3</sup> This duty reverted to the county treasurer in 1827<sup>4</sup> and continued to be vested in that office until 1839, when the General Assembly provided for the appointment by the county commissioners' court of district assessors, not to exceed one in every justice's district.<sup>5</sup> The earlier system was re-established in 1844, with the treasurer, however, now having the status of ex-officio county assessor.<sup>6</sup> Since Jackson County's adoption of township organization in 1872, the assessment function has been performed on the lower governmental level by town assessors elected one in each township,<sup>7</sup> with the exception of those years (1875-78, 1883-85) when the commissioner form of government was adopted by Jackson County, and the county treasurer acted as assessor.<sup>8</sup> Today, the principal duties of the assessing officers, taken together, are to bring up to date each year the periodic assessment of real property, to take current lists of, and appraise personal property and special categories of other property.<sup>9</sup> The treasurer has now the status of ex-officio supervisor of assessments.<sup>10</sup>

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1. L.1819, p. 315.
  2. Ibid., p. 313,319; L.1825, p. 173; L.1839, p. 4-6; L.1840, p. 4; L.1845, p. 6.
  3. L.1825, p. 173.
  4. R.L.1827, p. 350.
  5. L.1839, p. 4.
  6. L.1843, p. 231.
  7. L.1849, p. 192; L.1871-72, p. 20-24,
  8. L.1873, p. 74.
  9. L.1853, p. 16,17; L.1855, p. 18,24,55; L.1871-72, p. 11,14,15,19,23; L.1873, p. 51; L.1879, p. 241-45; L.1881, p. 133; L.1885, p. 234; L.1895, p. 300,301; L.1905, p. 360; L.1915, p. 568; L.1923, p. 495,500; L.1927, p. 774; L.1931-32, First Sp. Sess., p. 69.
  10. L.1898, p. 36-44.



The functions which today fall within the scope of the board of review were originally dispersed and attenuated. In the first constitutional period, it was left to interested individuals or parties to report property omitted from assessment; the county board could hear appeals from assessments, but there was no provision for their equalization by districts.<sup>1</sup> During the second constitutional period, appeals, in Jackson County, were made to the county court.<sup>2</sup> After the adoption of township organization in 1872, town boards were empowered to revise the assessments within their own jurisdiction, and the county board was required to meet annually to assess omitted property, review assessments upon complaint, and equalize valuations between towns,<sup>3</sup> with the exception of those years during which the commissioner form of government obtained in Jackson County when the board of county commissioners heard appeals.<sup>4</sup> In 1898 this authority of the county board was transferred to the newly-created board of review, composed of the chairman of the county board as ex-officio chairman, the county clerk as ex-officio clerk, and an additional member appointed by the county judge.<sup>5</sup> In 1923 the county clerk was replaced by another member appointed by the county judge;<sup>6</sup> the board of review now appoints its own clerk.<sup>7</sup>

The collection function was originally performed in all counties by the sheriff, an elected constitutional officer.<sup>8</sup> Its nature has changed little since that time. Essentially, the collecting officer collects taxes according to information originating outside his jurisdiction, pays over such sums to authorities designated by statute to receive them, and reports on payments of taxes and delinquencies.<sup>9</sup> In 1839, by a development analagous to that which occurred with regard to assessments, the county board extended its control to appoint a regular county collector, and for the first time the officer of collection was required to be bonded.<sup>10</sup> Soon after the law reverted to the earlier situation, with the sheriff acting as ex-officio collector.<sup>11</sup> This situation continued until Jackson County adopted township organization when town collectors were elected, one in each township, and the county treasurer became ex-officio

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1. L.1819, p. 316; R.L.1827, p. 330; L.1839, p. 7; L.1843, p. 239; L.1845, p. 8.
  2. L.1849, p. 65.
  3. L.1871-72, p. 21,22.
  4. Ibid., p. 69.
  5. L.1898, p. 46.
  6. L.1923, p. 496; L.1932, p. 75.
  7. L.1923, p. 496,497.
  8. Constitution of 1818, Art. III, sec. 11; L.1819, p. 316.
  9. L.1819, p. 316-18; L.1821, p. 182,183; R.L.1827, p. 332,333; R.L.1829, p. 118,121-23; L.1831, p. 125; R.L.1837, p. 581,582; L.1839, p. 7-12; L.1843, p. 243; L.1845, p. 11; L.1847, p. 81; L.1871-72, p. 55,57,58.
  10. In a sum double the amount to be collected, and with such securities as should be approved by the appointing body. L.1838-39, p. 7,8.
  11. L.1843, p. 234.



county collector.<sup>1</sup> The town officers paid over their collections directly to the county officer, and supplied the basic information for the latter's summary report of collections in the county.<sup>2</sup> A change in this procedure occurred in 1875 when Jackson County abandoned township organization for the commissioner form of government. During the three years following, and for two more years between 1883 and 1885, collections were made by the sheriff in an ex-officio capacity.<sup>3</sup> Jackson reverting to township organization in 1885, the earlier system prevailed until 1917 when the town office of collector was abolished in counties the size of Jackson, and the county collector became ex-officio town collector, assuming all duties previously assigned to the latter officer.<sup>4</sup>

Coordination of the taxation processes has always been effected by the county clerk or his predecessors. The assessment books are made out by the clerk, and returned to him by the assessor; similarly, the collector reports on collections on delinquent property; finally, the treasurer's receipts to the collector for taxes paid come into his possession, and the centralization of records concerning the basic taxation procedure is completed.<sup>5</sup>

### Fiscal Control

The fiduciary function in county finances belongs to the county treasurer alone. Only one change of importance has affected his legal status in addition to those already noted in regard to his other functions; the office is now constitutional.<sup>6</sup> Bond was originally required in the sum of \$2,000,<sup>7</sup> but since 1827 the penalty sum has been set by the county board, which is also judge of the sufficiency of the securities.<sup>8</sup> The duties of the office have remained substantially the same since its creation; namely, to receive, principally from the collectors of taxes, the revenue of the county; to have custody of its funds; and to disburse funds only by specific authorization by law, or in accordance with the order of the county board.<sup>9</sup> Through this last requirement, and that of the treasurer to report periodically to the board on the transactions of his office, in addition to his

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1. L.1853, p. 14; L.1871-72, p. 664.
  2. L.1871-72, p. 41,56,57.
  3. Ibid., p. 36.
  4. L.1917, p. 793.
  5. L.1819, p. 317; R.L.1827, p. 373; R.L.1837, p. 582; L.1839, p. 8-12; L.1840, p. 3; L.1845, p. 9,11; L.1853, p. 66,77,111; L.1871-72, p. 32, 34,35,46,56-58; L.1873-74, p. 51; L.1911, p. 485; L.1917, p. 654; L.1919, p. 765; L.1931, p. 747.
  6. Constitution of 1870, Art. X, sec. 8.
  7. L.1819, p. 318.
  8. R.L.1827, p. 329; R.S.1874, p. 323.
  9. L.1819, p. 315,316; R.S.1845, p. 138; L.1861, p. 239; R.S.1874, p. 323, 324.



regular settlement with it, the lines of financial authority once more lead to the county board.<sup>1</sup>

### Administration of Justice

#### Courts

Justice, in Illinois counties, has been administered by a constantly increasing number of bodies. The Constitution of 1818 vested the judicial powers of the state in a supreme court and such inferior courts as the General Assembly should ordain and establish; required the supreme court justices to hold circuit courts in the several counties; and provided for the appointment, in such manner and with such powers and duties as the General Assembly should direct, of a competent number of justices of the peace in each county.<sup>2</sup>

Federal statutes already allowed circuit courts, in all states, jurisdiction over the naturalization of aliens;<sup>3</sup> the first state legislature additionally conferred jurisdiction over all causes at common law and chancery, and over all cases of treason, felony, and other crimes and misdemeanors.<sup>4</sup> The legislature further required that two terms of a circuit court be held in each county annually by one of the supreme court justices,<sup>5</sup> but in 1824 provision was made for the holding of circuit courts by separate circuit court judges, to be appointed, as were the supreme court justices, by both branches of the General Assembly, and to hold office during good behavior.<sup>6</sup> In 1827 the General Assembly repealed the 1824 law, and again provided for circuit courts to be held by supreme court justices.<sup>7</sup> At the next session of the legislature, when a new circuit was established, provision was made for the appointment of a circuit judge to act therein.<sup>8</sup> At that time, therefore, the circuit courts were held by supreme court justices in four judicial circuits and by a circuit judge in the fifth.<sup>9</sup> A change was made again in 1835, when power to hold circuit courts was taken away

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1. L.1819, p. 318; R.L.1837, p. 582,583; L.1845, p. 33; R.S.1845, p. 138, 139; L.1861, p. 239,240; R.S.1874, p. 323,324.
  2. Constitution of 1818, Art. IV, sec. 1,4,8.
  3. U.S.S. at Large, v. 2, p. 153-55.
  4. L.1819, p. 380.
  5. Ibid., p. 378.
  6. L.1824, p. 41. The Constitution of 1818, which had required that supreme court justices be appointed by the General Assembly, further provided that they should not, after the first session of the legislature subsequent to January 1, 1824, hold circuit courts unless required to by law (Art. IV, sec. 4).
  7. R.L.1827, p. 118,119.
  8. R.L.1829, p. 38.
  9. Ibid., p. 42,48.



from the supreme court justices and provision was made for the appointment of five circuit judges, in addition to the one already authorized, to hold circuit courts.<sup>1</sup> The six judicial circuits existing at that time were supplemented during the next few years by the creation of new circuits,<sup>2</sup> so that they numbered nine in 1841 when the office of circuit judge was again abolished and the supreme court justices, also increased to nine, were required to hold circuit courts.<sup>3</sup>

The authority of justices of the peace was limited by law to jurisdiction in specified civil cases and in misdemeanors, with appeals allowed from their judgments to the circuit court.<sup>4</sup> The power of appointment, the legislature at first reserved to itself;<sup>5</sup> in 1827, however, justices of the peace were required to be elected, two in each of such districts as should be determined within statutory limits by the county commissioners' court.<sup>6</sup>

Jurisdiction over probate matters was at the outset delegated to the county commissioners' court.<sup>7</sup> By act of the next General Assembly, it was transferred to the court of probate,<sup>8</sup> consisting in each county of one judge appointed by the General Assembly.<sup>9</sup> As a result of the substitution in 1839 of probate justices of the peace for the judges of probate,<sup>10</sup> jurisdiction over probate matters for the first time was placed in the hands of elected officers.<sup>11</sup>

The county court was the creation of the second constitution,<sup>12</sup> which also made circuit judges elected officers.<sup>13</sup> With regard to the new court, it was further provided by law that it should be held in each county by

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1. L.1835, p. 150.
  2. L.1837, P. 113; L.1838-39, p. 155.
  3. L.1841, p. 173.
  4. L.1819, p. 185,192,195.
  5. Ibid., p. 22.
  6. R.S.1827, p. 255,256. Since 1821, however, the county commissioners' court had been required to establish such districts, which also constituted general election precincts (L.1821, p. 74). For changes in the statutory limitations of this power of the court, see R.L.1827, p. 255, and R.L.1829, p. 93.
  7. L.1819, p. 223-33.
  8. L.1821, p. 121.
  9. Ibid., p. 119. The Constitution of 1818 (Art. IV, sec. 4) had also designated this matter of election for judges of all inferior courts.
  10. R.L.1837, p. 176,177.
  11. The Constitution of 1818 (Art. IV, sec. 8) had reserved to the General Assembly the right to prescribe the manner of appointment of justices of the peace.
  12. Constitution of 1848, Art. V, sec. 1,16.
  13. Ibid., sec. 7,15.



a single elected officer, the county judge.<sup>1</sup> Its authority was extended to jurisdiction in all probate matters, and to such jurisdiction in civil and criminal cases as might be conferred by the General Assembly.<sup>2</sup> In pursuance of this latter provision, the county court was first given the same civil and criminal jurisdiction as justices of the peace;<sup>3</sup> at the same session of the General Assembly, however, it was declared that county judges when exercising this jurisdiction, acted only in the capacity of justices of the peace.<sup>4</sup> Until the next constitutional period, the county court, as such, was given jurisdiction only in a limited number of special actions;<sup>5</sup> it was, however, considered entitled to equal jurisdiction with the circuit court over naturalization.<sup>6</sup> In this same period, provision was made for increasing, on the basis of population, the number of justices of the peace to be elected in each district. In Jackson County, and others similarly organized, one additional justice of the peace is now elected for every one thousand inhabitants exceeding two thousand inhabitants in each town.<sup>7</sup>

Provision was first made by the Constitution of 1870 for the establishment by the General Assembly of an independent probate court in each county having a population of more than fifty thousand inhabitants.<sup>8</sup> As first established by statute, the new courts were to be formed in counties of one hundred thousand or more inhabitants.<sup>9</sup> This population requirement was lowered to seventy thousand in 1881.<sup>10</sup> The population of Jackson County not having reached this figure, jurisdiction over probate matters has continued to be vested in the county court in accordance with constitutional provision to that effect.<sup>11</sup> The county court, early in this period, was given concurrent jurisdiction with the circuit court in appeals from justices of the peace;<sup>12</sup> its original jurisdiction was extended to be equal with that of the circuit court in all that class of cases cognizable by justices of the peace<sup>13</sup> and involving in controversy sums not exceeding

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1. Constitution of 1848, Art. V, sec. 17.
  2. Ibid., sec. 18.
  3. L.1849, p. 65.
  4. Ibid.
  5. Ibid., p. 65,66; L.1853, p. 103; L.1861, p. 171,172.
  6. U.S.S. at Large, v. 2, p. 155.
  7. L.1854, p. 30. No more than five justices, however, may be elected from any town or election precinct.
  8. Constitution of 1870, Art. VI, sec. 20.
  9. L.1877, p. 79,80.
  10. L.1881, p. 72. In 1933 the Act of 1877 was further amended to make the establishment of an independent probate court mandatory in counties having a population of 85,000 or more, and optional in counties having a population of between 70,000 and 85,000. L.1933, p. 458.
  11. Constitution of 1870, Art. VI, sec. 18.
  12. L.1895, p. 212,223.
  13. The jurisdiction of justices has also been progressively increased during this period. See L.1871-72, p. 524; L.1895, p. 189,190; L.1917, p. 562,563; L.1929, p. 541,542.



five hundred dollars.<sup>1</sup> In 1906, however, it lost its naturalization jurisdiction since it failed to meet the additional requirements of Federal legislation that it possess jurisdiction at law without limitation upon amounts in controversy.<sup>2</sup> The present constitution, also, for the first time, directed the manner in which the General Assembly should establish judicial circuits, requiring that circuits be formed of contiguous counties and that they should not exceed in number one circuit for every one hundred thousand of population of the state.<sup>3</sup> At present there are eighteen circuits in Illinois, and Jackson County is attached to the first circuit.<sup>4</sup>

### Clerks of Courts

The clerk of the circuit court under the Constitution of 1818, was to be appointed by a majority of the justices of that court.<sup>5</sup> Since 1849, however, by provisions of the constitutions of 1848 and 1870, the office has been filled by election.<sup>6</sup> The office of clerk of the county court,<sup>7</sup> which was an independent elective office under the second constitution,<sup>7</sup> is now filled in an ex-officio capacity by the county clerk<sup>8</sup> who is also required by constitutional provision to be elected.<sup>9</sup> The county commissioners' court, which for a brief period held jurisdiction over probate matters, had its own clerk who was at that time appointed by the court.<sup>10</sup> Probate judges and justices of the peace who subsequently held probate jurisdiction, were required to act as their own clerks.<sup>11</sup> With the transfer of probate jurisdiction to the county court, the clerk of the county court was required to keep, separately, records of probate proceedings and business.<sup>12</sup> In Jackson County where the county court still retains probate jurisdiction, the county clerk serves it in these matters in his capacity as ex-officio clerk of the county court.<sup>13</sup> Justices of the peace have always been required to keep their records in person.<sup>14</sup>

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1. L.1871-72, p. 325.
  2. U.S.S. at Large, v. 34, part 1, p. 596.
  3. Constitution of 1870, Art. VI, sec. 13.
  4. L.1933, p. 435.
  5. Constitution of 1818, Art. IV, sec. 6.
  6. Constitution of 1848, Art. V, sec. 21,29; Constitution of 1870, Art. X, sec. 8.
  7. Constitution of 1848, Art. V, sec. 19.
  8. R.S.1874, p. 260.
  9. Constitution of 1870, Art. X, sec. 8.
  10. L.1819, p. 175.
  11. L.1821, p. 119,120; R.L.1837, p. 177,178.
  12. L.1849, p. 66.
  13. R.S.1874, p. 260.
  14. L.1819, p. 185-97 (no specific record-keeping requirement listed among general duties of justices), 326 (establishing fees to be paid justices for keeping records); R.L.1827, p. 260 (becomes definite provision for justices to keep own records); L.1895, p. 221,222.



### Ministerial Officers

The principal ministerial officer of all courts of record in Illinois counties is the sheriff. The first constitution provided that the sheriff should be elected;<sup>1</sup> bond in the sum of \$10,000 was required by the enabling law that established the office,<sup>2</sup> and for Jackson County the requirement has not since been altered.<sup>3</sup> Statutory provision was made in 1827 for the appointment of deputies by the principal officer;<sup>4</sup> since 1870, the number of deputies that the sheriff may appoint is determined by rule of the circuit court.<sup>5</sup> The ministerial duties of the sheriff have undergone little change in more than one hundred years. Essentially he is to attend, in person or by deputy, all courts of record in the county, obeying the orders and directions of the court, and to serve, execute, and return all writs, warrants, process, orders, and decrees legally directed to him.<sup>6</sup>

The coroner was originally given equal power with the sheriff as a ministerial officer of the courts.<sup>7</sup> He was also required to serve all process in any suit in which the sheriff was an interested party<sup>8</sup> and to perform all the duties of the sheriff when that office was vacant.<sup>9</sup> The last two functions are still incumbent upon the coroner today.<sup>10</sup>

Justices of the peace are served similarly in a ministerial capacity by constables. Not until 1870 was the office of constable given constitutional recognition;<sup>11</sup> at its creation by the first General Assembly, the county commissioners' court was empowered to appoint one or more constables in each township;<sup>12</sup> in 1827 it was provided that two constables should be elected in each justice of the peace district.<sup>13</sup> Since that date, subsequent legislation has grouped justices of the peace and constables in all

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1. Constitution of 1818, Art. III, sec. 11.
  2. L.1819, p. 110.
  3. R.S.1874, p. 989.
  4. R.L.1827, p. 373.
  5. Constitution of 1870, Art. X, sec. 9.
  6. L.1819, p. 111; R.S.1874, p. 990, 991.
  7. L.1819, p. 111.
  8. L.1821, p. 20-23.
  9. R.L.1827, p. 372, 373.
  10. R.S.1874, p. 282. Despite, however, the absence from the present law of statutory provision for the coroner to serve process originally directed to him (R.S.1874, p. 281, 282), the courts have held that he may so do, an emergency being presumed to exist without need for the process to recite reason for its issuance to the coroner (20 Ill. 185; 57 Ill. 268).
  11. Constitution of 1870, Art. VII, sec. 21.
  12. L.1819, p. 162.
  13. R.L.1827, p. 258.



provisions regarding their election.<sup>1</sup> Constables, like sheriffs and coroners, have always been required to serve and execute all process legally directed to them;<sup>2</sup> process issuing from a justice of the peace court, however, may be directed only to some constable of the same county.<sup>3</sup>

### Prosecutions

The duty of the present state's attorney to prosecute and defend all actions, civil or criminal, involving the county, the people, or officers of the state or county,<sup>4</sup> was incumbent during the first constitutional period upon the circuit attorney.<sup>5</sup> Also in effect from an early date is the officer's other major duty, apart from the enforcement of law,<sup>6</sup> of giving opinions on any questions of law relating to criminal or other matters in which the people of the county may be concerned.<sup>7</sup>

The office of circuit attorney which existed solely by statutory provision,<sup>8</sup> was appointive by the Governor until 1835,<sup>9</sup> and thereafter by the General Assembly.<sup>10</sup> The second constitution replaced the circuit attorney with an elected state's attorney;<sup>11</sup> since each judicial circuit was an elective district for this purpose, the territorial jurisdiction of the new officer remained the same as that of the former officer.<sup>12</sup> Not until the present constitution was provision made for the election of a separate state's attorney in each county.<sup>13</sup> Bond has been required in the sum of \$5,000 since 1872.<sup>14</sup>

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1. See Courts, p. 11.
  2. L.1819, p. 162,163; R.S.1874, p. 400.
  3. L.1819, p. 186; R.S.1845, p. 317; L.1871-72, p. 525; L.1895, p. 191, 193; L.1937, p. 900. Similarly, process issuing from courts of record is required to be directed to the sheriff or, under certain conditions noted (notes 7, 8, and 9, p. 15), to the coroner (R.S.1845, p. 413; L.1871-72, p. 338; R.S.1874, p. 774; L.1907, p. 444,445; L.1933, p. 736; L.1937, p. 989).
  4. R.S.1874, p. 173,174.
  5. L.1819, p. 204; R.S.1845, p. 76.
  6. See Enforcement of Law, p. 17.
  7. R.S.1845, p. 76; R.S.1874, p. 174.
  8. L.1819, p. 204-6.
  9. Ibid., p. 204.
  10. L.1835, p. 44.
  11. Constitution of 1848, Art. V, sec. 21. The new title, however, had already come into occasional use in the interim (R.L.1827, p. 79; L.1835, p. 44; L.1847, p. 18).
  12. Constitution of 1848, Art. V, sec. 22.
  13. Constitution of 1870, Art. VI, sec. 22.
  14. L.1871-72, p. 189.



### Inquests

The holding of inquests, one of the duties of the coroner in Illinois counties, is also a part of the administration of justice. The office of coroner was created by the first constitution and required to be filled by election;<sup>1</sup> the statutory provisions concerning the inquest function have not changed substantially since their enactment by the second General Assembly.<sup>2</sup> The coroner, when informed of the body of any person being found dead, supposedly by violence, casualty, or undue means, is required to summon a jury to inquire how, in what manner, and by whom or what, death was caused; testimony of witnesses is taken; witnesses whose evidence implicates any person as the unlawful slayer of the deceased are bound over to the circuit court; the verdict of the jury is returned to the clerk of that court.<sup>3</sup>

The verdict of the coroner's jury, however, is not generally admissible in evidence;<sup>4</sup> additionally, it is not held to be prima facie proof of matters stated therein with regard to the cause and manner of death;<sup>5</sup> its essential nature, therefore, is that of a finding of facts upon the basis of which the coroner may be led to discharge his collateral duty to apprehend and commit to jail any person implicated by the inquest as the unlawful slayer of the deceased.<sup>6</sup> To this extent, the coroner's inquest duties overlap his function as an officer for the enforcement of law.

### Enforcement of Law

Sheriffs, coroners, and constables have always been charged equally with keeping the peace and apprehending all offenders against the law.<sup>7</sup> The state's attorney's powers as an officer for the enforcement of law originally derive by implication from another duty;<sup>8</sup> the gathering of evidence and the apprehension of offenders is necessarily involved in commencing and prosecuting actions in which the people of the state or county are concerned.<sup>9</sup> In relatively recent years, however, the state's

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1. Constitution of 1818, Art. III, sec. 11.
  2. Cf. L.1821, p. 22-24; R.S.1845, p. 517,518; R.S.1874, p. 282-84; R.S.1937, p. 780-82.
  3. L.1821, p. 24,25; R.S.1845, p. 518; R.S.1874, p. 284.
  4. 46 N.W. 872. It is, however, held to be proper practice to offer, in cross-examining witnesses sought to be impeached, excerpts from transcripts of testimony taken at the inquest (211 Ill. App. 474; 189 Ill. App. 556).
  5. 201 Ill. App. 287.
  6. L.1821, p. 25; R.S.1845, p. 518; R.S.1874, p. 285.
  7. L.1819, p. 111,162,163; R.S.1845, p. 328,515; R.S.1874, p. 400,990.
  8. See Prosecutions, p. 16.
  9. Previously cited; see p. 16, note 5.



attorney has been given more specific statutory powers to enforce laws and to investigate violations and secure necessary evidence thereof.<sup>1</sup> But at any time the effective spheres of authority of law enforcement officers have been determined less by statutory provisions than by local conditions and individual circumstances.

### Education

The act of Congress providing for the creation and admission of the State of Illinois to the Union set aside section 16 of every township for the use of schools.<sup>2</sup> The first state legislation on the subject was concerned only with the establishment of school districts and the sale or leasing of school land to provide necessary funds, for which purposes three trustees of school lands were appointed in each township by the county commissioners' court.<sup>3</sup>

In 1825, however, with a common school system in operation, provision was made for its educational as well as financial administration. Three elected officers, known as township school trustees, were charged in each township with superintending schools, examining and employing teachers, leasing all land belonging to the district, and reporting annually to the county commissioners' court; this report, however, was limited to such matters as were concerned in the financial administration of the schools.<sup>4</sup> In 1827 the county commissioners' court was again empowered to appoint trustees of school lands, but despite the use of the earlier, more limited title, these officers were charged with all the duties of the former township school trustees.<sup>5</sup> The creation of office of county school commissioner in 1829 brought a new element into the complex situation. The commissioner was at first given limited duties with regard to the sale of school lands and the management of school funds;<sup>6</sup> his subsequent gains in this respect at the expense of the township trustees foreshadowed the demarcation of spheres of authority that were made in 1847.<sup>7</sup> In the interim, the school commissioner, who had first been appointed by the county commissioners' court,<sup>8</sup> became an

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1. L.1885, p. 3; L.1907, p. 268; L.1915, p. 395; L.1915, p. 368; L.1927, p. 33.
  2. U.S.S. at Large, V. 3, p. 428.
  3. L.1819, p. 107,108.
  4. L.1825, p. 121,122.
  5. R.L.1827, p. 366-70.
  6. R.L.1829, p. 150-54.
  7. Cf. L.1851, p. 176; L.1841, p. 275-79.
  8. R.L.1829, p. 150.



elected officer;<sup>1</sup> in such townships as elected to incorporate for the purpose of organizing and supporting schools, township trustees also became elected officers and were there denominated trustees of schools.<sup>2</sup>

The situation created by the legislation of 1847 in certain respects has not since been substantially altered. In all counties, township trustees became, and are still, elected officers styled township school trustees.<sup>3</sup> The relative authority of the officer of the county<sup>4</sup> and of officers of the township with regard to financial administration was fixed essentially as at present.<sup>5</sup> Moreover, township trustees lost practically all their former duties with regard to matters purely educational as a result of a development that occurred in 1845.

It was at that time that the county first entered into the actual administration of education with the creation of the office of superintendent of schools.<sup>6</sup> Filled at first by the school commissioner in an ex-officio capacity,<sup>7</sup> it quickly absorbed most of the functions of township trustees with regard to the advancement of education;<sup>8</sup> later, the office came to be filled by election<sup>9</sup> and completely absorbed that of school commissioner.<sup>10</sup> In the new field of county administration of education, the superintendent's duties remained constant through his change in legal status, requiring him to visit all the townships in his county and inquire into the condition and manner of conducting their schools, to examine persons proposing to teach school, to grant certificates to persons qualified to teach in schools, and to report to the county board on all his acts relating to the management of school funds and lands.<sup>11</sup> Subsequent

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1. L.1841, p. 261,262.
  2. L.1841, p. 273,274. In unincorporated townships, trustees continued to be appointed by the county commissioners' court (L.1841, p. 259, 260).
  3. L.1847, p. 126; L.1909, p. 350.
  4. The subsequent substitution of an independent elected superintendent of schools for the school commissioner who had additionally been ex-officio superintendent (see notes 7,9,10), was only a change in the legal status of the officer of the county and had no further import.
  5. L.1847, p. 123,124,128,129; L.1909, p. 351-54; L.1927, p. 794,795.
  6. R.S.1845, p. 498.
  7. Ibid.
  8. R.S.1845, p. 497-503. Cf. L.1825, p. 121,122; R.L.1827, p. 366-70; L.1831, p. 173; L.1841, p. 270,275,276,279. The only duty of this category that was left to township trustees in the laws of 1847 concerned the examination of prospective teachers and the issuance of certificates where merited (L.1847, p. 130). It was omitted from the revised school law of 1851 (L.1851, p. 127).
  9. L.1865, p. 112.
  10. Ibid., p. 112,113.
  11. R.S.1845, p. 498,500,501. Cf. L.1847, p. 121-25; L.1857, p. 261-65, 278,279,296,297; L.1861, p. 100,191; L.1865, p. 114,119-21.



legislation has enlarged the scope of this phase of the superintendent's functions, but it is in his role as an agent of state supervision that he has been charged with numerous duties of a new character.<sup>1</sup>

The authority of the state with regard to education, first manifested in 1845, has, like that of the county, been extended beyond its original bounds. Originally the county superintendent was required only to communicate to the state superintendent of common schools<sup>2</sup> information concerning the schools in his county.<sup>3</sup> Today, as a consequence of the state's increasing intervention in matters of public health and safety, the county superintendent is required to inspect, with regard to specifications, plans submitted to him for the heating, ventilation, lighting, etc., of public school rooms and buildings; to visit and notice such public school buildings which appear to him to be unsafe, insanitary, or otherwise unfit for occupancy; and to request the state board of health, the state fire marshal, or the state architect to inspect such buildings and issue reports upon which condemnation proceedings can be based.<sup>4</sup>

#### Recordation

For the function of making legal record of written instruments, the first General Assembly established the office of recorder.<sup>5</sup> Originally appointed by the Governor,<sup>6</sup> the recorder was required to be elected after 1835.<sup>7</sup> The second constitution made the clerk of the circuit court<sup>8</sup> ex-officio recorder in all counties;<sup>9</sup> the present constitution continues the earlier provision in counties of under 60,000 population and provides for the election of a recorder in counties of that population or more.<sup>10</sup> As Jackson County never met the population requirement, the clerk of the circuit court has continued to fulfill the duties of recorder. Bond, originally set at \$1,500 in all counties,<sup>11</sup> is now required in the penalty sum of \$20,000 in those in the higher population bracket and \$10,000 in those where the office of recorder has not a separate incumbent.<sup>12</sup>

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1. L.1909, p. 345-50; L.1915, p. 636-38.
  2. The secretary of state in ex-officio capacity (L.1845, p. 52). In 1854 the office became independent, filled by election, and known as that of superintendent of public instruction (L.1854, p. 13), which is its present status (L.1909, p. 343).
  3. L.1845, p. 54.
  4. L.1915, p. 637-40.
  5. L.1819, p. 18-20.
  6. Ibid., p. 18,19.
  7. L.1835, p. 166.
  8. An elected officer; see Clerks of Courts, p. 14.
  9. Constitution of 1848, Art. V, sec. 19; L.1849, p. 64.
  10. Constitution of 1870, Art. X, sec. 8; R.S.1874, p. 833.
  11. L.1819, p. 19.
  12. R.S.1874, p. 833.



The basic duty of the recorder, to record at length and in the order of their receipt all instruments in writing, has remained essentially unchanged; legislation has been directed toward the extension of categories of instruments entitled to be recorded.<sup>1</sup> Conveyances of title to land, a major category of such records, frequently involve another county officer, the surveyor. Established by the General Assembly,<sup>2</sup> the office of surveyor was at first filled by appointment of that body,<sup>3</sup> later by election.<sup>4</sup> In 1936 the surveyor again became an appointed officer, with the power of appointment delegated to the county board.<sup>5</sup> His duty to perform all surveys he may be called on to make within his county has undergone only minor change, but its importance has declined; the acts of any surveyor, properly acknowledged and certified, have equal standing before the law with those of the county surveyor; no maps or plats have any legal effect unless recorded by the recorder.<sup>6</sup>

## Public Works

### Roads and Bridges

Public roads and bridges were first under the superintendence of the county commissioners' court which was authorized to locate new roads and alter or vacate existing roads.<sup>7</sup> The act providing for such superintendence empowered the commissioners to appoint freeholders in each township to act as supervisors, each appointment to be for a one-year period. New roads were to be opened by the county commissioners' court upon petition of residents of the county and a favorable report from the road viewers and surveyor. A few years later the county commissioners were authorized to divide the county into road districts and to appoint annually one supervisor to serve in each district.<sup>8</sup> With a change in the county administrative body under the second constitution, the county court was granted supervision and control over public roads,<sup>9</sup> but the care and superintendence of roads and bridges in counties electing the township form of government, was granted to the commissioners of highways, elected in each town for one year.<sup>10</sup> The commissioners divided the town into road

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1. R.L.1829, p. 117,118; R.L.1833, p. 511; R.S.1845, p. 305,432,606; L.1851, p. 80; L.1859, p. 124; L.1869, p. 2; R.S.1874, p. 833,834; L.1921, p. 756,757; L.1925, p. 520-22.
  2. L.1821, p. 62.
  3. Ibid.
  4. L.1835, p. 166.
  5. L.1933, p. 1104. Provision effective in 1936.
  6. R.L.1829, p. 173; R.L.1833, p. 511; L.1845, p. 201; L.1869, p. 241,242; R.S.1874, p. 1050,1051; L.1901, p. 307,308; L.1915, p. 575.
  7. L.1819, p. 333.
  8. L.1825, p. 130.
  9. L.1849, p. 65; L.1851, p. 179.
  10. L.1849, p. 212.



districts, and overseers of highways in each district were to repair the roads and carry out orders of the commissioners. In counties not electing the township form, the system of road districts was continued. Jackson County did not adopt township organization until 1872, and the supervision, control, and maintenance of roads, highways, and bridges during the second constitutional period were vested in the county court and the road district supervisors.<sup>1</sup> In 1913 the state highway department was established, and provision was made for the appointment by the county board of a county superintendent of highways.<sup>2</sup> The entire system was centralized by subjecting the county superintendent to the rules and regulations of the state highway commissioner and by requiring candidates for county superintendent to be approved by the state commissioner before appointment by the county board. The term of the county superintendent was set at six years, and his salary was to be fixed by the county board. A board of highway commissioners was set up in each township to superintend matters relating to roads and bridges. Although the county superintendent was to act on behalf of the county in regard to roads and bridges, and although he was subject to removal by the county board, he was regarded as a deputy of the state highway engineer, subject to his directions. This indicates the intention of the legislature to unify the entire state system of roads and bridges. In 1917 the department of public works and buildings assumed the rights, powers, and duties vested in the state highway department,<sup>3</sup> but the county organization has remained essentially the same since 1913.

#### Public Buildings

The county is given the power to hold, own, and convey real estate for county purposes.<sup>4</sup> This power is exercised by the county board which is charged with the care and custody of all the real and personal property owned by the county. Throughout the period of statehood it has been provided that a courthouse and jail be erected in each county, and that the sheriff of each county be charged with custody of such buildings.<sup>5</sup> The county is further empowered to erect buildings for a county hospital, workhouse, tuberculosis sanitarium, and other county needs.<sup>6</sup>

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1. L.1847, p. 111-13; L.1849, p. 65; L.1851, p. 149. One other change occurred in this phase of county administration in Jackson County. During those years (1875-78, 1883-85) when Jackson abandoned township organization for the commissioner form of government, roads, highways, and bridges were cared for and maintained at the direction of three highway commissioners elected in each road district (L.1871-72, p. 679, 680).
  2. L.1913, p. 521-25, 537-46.
  3. L.1917, p. 24.
  4. R.S.1874, p. 302.
  5. L.1819, p. 111; R.L.1827, p. 246, 247, 372; R.S.1874, p. 989.
  6. R.S.1874, p. 307; L.1909, p. 163; L.1911, p. 246.



The county superintendent of schools is charged with the inspection of plans and specifications for public school rooms and buildings; and the approval of only those which comply with the specifications prepared by the state superintendent of public instruction.<sup>1</sup> He is also to request the state board of health, the state fire marshal, or the state architect to inspect public school buildings which appear to be unsafe, insanitary, or unfit for occupancy. Upon receipt of an unfavorable report from these officials, the county superintendent is to condemn the building and notify the board of directors or board of education, and the board of school trustees.

### Drainage

In 1850 an act of Congress provided for the granting of swamp and overflowed lands to various states.<sup>2</sup> The land so granted to Illinois was turned over to the counties in 1852 to be reclaimed by drainage and used for county purposes.<sup>3</sup> Such lands were to be under the care and superintendence of the county court which was to appoint a "Drainage Commissioner" to conduct the sales of such lands. The county surveyor was to prepare plats of the swamp lands and return such plats to the clerk of the county court, whereupon the court fixed the valuation upon each tract. The purchasers of these tracts were given a certificate by the drainage commissioner, and a deed was later executed by the county court. The court was to sell only enough swamp lands to insure reclamation of all such land, any balance to be granted to the several townships to be used for educational purposes. At the discretion of the county, such balance could also be used for the construction of roads, bridges, or other public works.

In 1865 the commissioners of highways in each town became ex-officio boards of drainage commissioners.<sup>4</sup> Where a proposed drain ran through more than one town the commissioners of all the towns affected made up the board of drainage commissioners.<sup>5</sup> In 1879 drainage construction by special assessment was handled by the drainage commissioners, a body corporate and politic composed of commissioners of highways.<sup>6</sup>

Provision was first made for the organization of drainage districts for agricultural, sanitary, and mining purposes in 1879.<sup>7</sup> Petitions were to be filed with the county clerk and hearings on the same were to be had before the county court. When the court found in favor of the petitioners, it appointed three disinterested persons as commissioners to lay

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1. L.1915, p. 637-40.
  2. U.S.S., at Large, v. 9, p. 519.
  3. L.1852, p. 178.
  4. L.1865, p. 50.
  5. L.1867, p. 91,92.
  6. L.1879, p. 142.
  7. Ibid., p. 120.



out and construct the work. Petitions for the construction of drains to cost less than five thousand dollars were to be presented to justices of the peace, if the petitioners so elected, and the commissioners of highways were to perform the duties of drainage commissioners in such cases. In 1885 this law was amended to include drains costing less than two thousand dollars and provided for the appointment of three residents as commissioners.<sup>1</sup>

## Public Services

### Public Health

The state department of public health, created in 1917,<sup>2</sup> is charged with general supervision of the health and lives of the people of the state. In conformance with this legislative order it is empowered to supervise, aid, direct, and assist local health authorities or agencies in the administration of the health laws. Public health districts may be organized along subcounty lines with a board of health in each. The names of such districts are to be filed with the county clerk to complete their organization. Annually, each board of health certifies to the county clerk the rate of a public health tax to be levied in each district, the clerk being responsible for setting out the proper taxes upon the warrant books and transmitting them to the collector as provided for in regard to other taxes.<sup>3</sup>

Control of the state health department over lodging houses, boarding houses, taverns, inns, and hotels is effected through the county clerk, the proprietors of such establishments being required to file with the clerk an annual statement containing details as to sleeping accommodations for guests.<sup>4</sup> The clerk is also required to report annually to the state health department the names and addresses of township officials.<sup>5</sup>

Mosquito abatement districts are organized upon petition to the county judge of the county in which such territory lies,<sup>6</sup> such petitions being filed with the county clerk. If, after hearing, the county judge determines that the organization of a district is necessary, the question is submitted to the residents of the territory at a special election. The judges of election make return to the county judge, and the results are entered upon the records of the county court. A majority of the votes favoring it, a mosquito abatement district is thereupon organized.

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1. L.1885, p. 130,131.
  2. L.1917, p. 4.
  3. Ibid., p. 27,28,763,765,767,768.
  4. L.1901, p. 305.
  5. L.1923, p. 480.
  6. L.1927, p. 694.



County officials also enter into the state's control of public swimming pools. When a representative of the state department of public health finds conditions that warrant the closing of such a pool, the owner of the pool and the sheriff and state's attorney of the county are notified to that effect, it being the duty of these officers to enforce such notice.<sup>1</sup>

### Vital Statistics

The state department of public health has charge of the registration of births, stillbirths, and deaths throughout the state.<sup>2</sup> To effect proper control of this matter the state is divided into vital statistics registration districts which, in Jackson County, are identical with the townships. The township clerk acts as the local registrar in these districts and receives certificates of births and deaths occurring in the district. Burial permits are issued by the registrar and are later returned to him for filing.

The local registrar is required to deposit monthly with the county clerk a complete set of records of births, stillbirths, and deaths registered during the month, and the clerk is charged with binding and indexing, or recording, and safe-keeping of such records. The original certificates are sent monthly by the local registrars to the state health department which certifies annually to the county clerk the number of births, stillbirths, and deaths registered in the county.

The county board is to appropriate money for the payment of the local registrars' fees. Such amounts are charges against the county, and the county clerk is required to issue warrants on the county treasurer for the amount of the fees payable to the registrars.

The county also enters into the enforcement phase of this matter. The state health department reports cases of violations of any provision of the act relating to registration to the state's attorney who is to initiate and follow up court proceedings against violators.

### Public Assistance

Public assistance is administered through the services of the county department of public welfare, the county home and hospital, the blind examiner, the probation officers, the county clerk, and the county board.

The county department of public welfare is headed by a superintendent appointed by the county board after approval by the state department of public welfare.<sup>3</sup> He assists the state department in the operation of wel-

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1. L.1931, p. 735,736.
  2. L.1915, p. 660-70.
  3. L.1937, p. 451,452.



fare plans and policies within the county and has charge of the administration of old age assistance.<sup>1</sup> In this latter regard the county department acts merely as the agent of the state department, investigating applicants and reporting results.

The county home is an establishment for the maintenance and care of indigents. Its management and finances are provided by the county board.<sup>2</sup> Blind assistance is administered in the county through appropriations by the county board together with state funds. An examiner of the blind, appointed by the county board, examines all applicants referred to him by the county clerk.<sup>3</sup> The county court has jurisdiction in the administration of the mothers' pension fund. A probation officer, an appointee of the court for this purpose, investigates and visits cases of indigent mothers who are entitled to benefit.<sup>4</sup>

### Coordination of Functions

From the foregoing discussion of functions of the county government it is apparent that the county plays a dual role, that of a body politic and that of an agent of the state. In its first capacity the county, through its officials, is capable of suing and being sued, purchasing, holding, and selling property, making contracts, and raising revenue for its proper operation. As a state agent it fits into a state-wide program on various matters of public concern, acting under the supervision and control of the state and coordinating the activities of subcounty agencies and officials.

Coordination of county activities is effected chiefly through the county clerk. An illustration of this is the part this official plays in the election procedure. He notifies the judges and clerks of elections of their appointment, supplies them with blanks and poll books, receives copies of registers of voters, issues notices of election, receives and preserves returns, canvasses votes with the assistance of two justices of the peace and retains the abstracts, transmits copies of election returns and abstracts of votes to the secretary of state, and issues certificates of election.

### Records System

County records in the state of Illinois have suffered from the lack of an adequate program of legislation designed to secure uniformity in recordation and to insure the proper care of those documents which have

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1. L.1935-36, First Sp. Sess., p. 54-61; L.1937, p. 265-70.

2. L.1935, p. 1057.

3. L.1903, p. 138; L.1915, p. 256,257; L.1935, p. 264,265.

4. L.1913, p. 127-30; L.1915, p. 243-45; L.1921, p. 162-64; L.1935, p. 256-59.



permanent value. However, from the inception of statehood, some effort has been made to coordinate the records systems of the several counties and to preserve their archives.

In attempting to establish state-wide uniformity among counties, the General Assembly has at times provided detailed descriptions of required records and in many instances has supplied the very forms to be used. Laws relating to the duties and powers of county officers usually contained some such provisions. Thus, in 1819, the recorder of the county was ordered to supply "parchment or good large books, of royal or other large paper, well bound and covered" wherein to record all deeds and conveyances brought to him for that purpose. He was also to keep a fair book in which to enter every deed or writing to be recorded, noting the date, the parties, and the place where the lands were situated, such entries to be made according to priority of time.<sup>1</sup> In 1833 he was required to keep an alphabetical index to each book,<sup>2</sup> and by 1874 the General Assembly had prescribed a complete list of books to be kept in the office of the recorder, with a description of the contents of each, which list has been continued, substantially unchanged, to the present.<sup>3</sup>

In like manner, legislation was enacted prescribing records to be kept by the county clerk and his predecessors, acting in their several capacities,<sup>4</sup> the clerk of the circuit court,<sup>5</sup> the judge<sup>6</sup> and justice of the probate court, the coroner,<sup>8</sup> the county superintendent of schools,<sup>9</sup> the county surveyor,<sup>10</sup> and the county treasurer.<sup>11</sup>

Descriptions of records and forms to be used are frequently found in legislation pertaining to the holding of elections,<sup>12</sup> assessments and the

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1. L.1819, p. 18,20.
  2. R.L.1833, p. 511.
  3. R.S.1874, p. 834.
  4. L.1849, p. 66,191,203; L.1859, p. 92,94; L.1865, p. 93; R.S.1874, p. 261-65,332; L.1933, p. 203,204.
  5. R.L.1833, p. 152; R.S.1845, p. 147; L.1847, p. 70; L.1849, p. 9; L.1865, p. 93; R.S.1874, p. 262,263; L.1933, p. 293,294.
  6. R.L.1839, p. 231.
  7. R.S.1845, p. 427,428.
  8. R.L.1853, p. 574; L.1869, p. 104,105; R.S.1874, p. 283.
  9. L.1849, p. 155,156; L.1865, p. 119; L.1909, p. 346,348,349.
  10. R.L.1829, p. 173; R.S.1845, p. 524.
  11. R.S.1845, p. 138; R.S.1874, p. 323,324.
  12. L.1819, p. 92,94; R.L.1827, p. 291,292; R.L.1829, p. 59,60; L.1845, p. 41,42; L.1849, p. 73,74; L.1865, p. 54,55; L.1871-72, p. 386-89, 391; L.1885, p. 143,148,173,176; L.1937, p. 522-29, 531-48.



collection of revenue,<sup>1</sup> the organization and maintenance of common schools,<sup>2</sup> the registration of marriage<sup>3</sup> and the recording of vital statistics.<sup>4</sup>

While there has been enacted much legislation prescribing the kind of records to be kept, only a few laws deal with the vital subject of the safeguarding and preservation of county archives. In 1819 the General Assembly directed the clerks of the circuit and county commissioners' courts to provide "a safe press or presses with locks and keys for the safe keeping of the archives of their offices....."<sup>5</sup> In 1843 the county commissioners' courts were authorized, and required whenever the finances of the county would justify the expenditure, to erect a fire proof recorder's office at the county seat, or if the commissioners were of the opinion that any unappropriated room in their court houses could be made fire proof, to make it so and house the office and records of the recorder there.<sup>6</sup> At the discretion of the county commissioners' courts, the provisions of this act might be deemed to apply to the offices of the clerks of the circuit and county commissioners' courts. Similar in content but slightly different in wording is a later enactment in which the county commissioners' courts were authorized to "erect, build, and provide permanent fire proof rooms, houses or vaults, for the purpose of placing therein and preserving from injury, damage, loss, or destruction by fire, the records and documents of their respective counties."<sup>7</sup> The preservation of county archives has been greatly aided by an act to provide for the copying of old, worn-out records,<sup>8</sup> and by a law authorizing the transfer of county records having historic value to the Illinois State Historical Library at Urbana. Provision is made in this Act for the substitution of accurate copies of these documents if such action be deemed necessary.<sup>9</sup> In 1907 the Act was amended to include among the institutions to which old records might be sent, the Illinois State Historical Society and the State University Library at Urbana.<sup>10</sup> Laws providing for the restoration of certain classes of records which have been

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1. R.L.1827, p. 329-33; L.1838-39, p. 4,5,7,8,12,13,17; L.1845, p. 6-9, 12,14,15; L.1849, p. 37,38,124-26,128; L.1851, p. 53,55,56; L.1853, p. 17,24,50,55,77,78,111,112; L.1871-72, p. 19,23,32,48,49,54.
  2. L.1825, p. 127; R.L.1833, p. 563; L.1841, p. 263,270-72; L.1845, p. 53, 54,65,68; L.1847, p. 121-23,142-44; R.S.1874, p. 950,957,958,964.
  3. L.1819, p. 27; R.L.1827, p. 288,289; R.S.1874, p. 694,695.
  4. L.1842-43, p. 210-12; L.1877, p. 209; L.1901, p. 301-4; L.1903, p. 315, 317,318; L.1915, p. 667.
  5. L.1819, p. 332.
  6. L.1842-43, p. 210.
  7. L.1845, p. 46.
  8. L.1871-72, p. 648.
  9. L.1897, p. 205.
  10. L.1907, p. 375.



destroyed by fire or other means have also been passed.<sup>1</sup> In 1935 the General Assembly appropriated money for the construction of a fire proof building at Springfield for the purpose of storing therein the archives and records of the state.<sup>2</sup> The erection of this structure, the State Archives Building, has helped to make possible the inauguration of an intelligent, far-sighted program for the preservation of papers and documents of historic value.

There are still serious omissions in legislation pertaining to recordation. For instance, Illinois has no law prescribing the kinds of inks to be used in keeping records. And, although laws have been enacted authorizing the provision of fire-proof accommodations for county documents, they are permissive rather than mandatory in character.<sup>3</sup> Legislation enabling the destruction of worthless archives apparently is non-existent with the exception of laws relating to certain election papers.<sup>4</sup>

The enactment of legislation which would remedy these defects in the laws and continue the trend toward state-wide uniformity among counties would result in an intelligent, economical records system for the state of Illinois.

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1. L.1871-72, p. 649,650,652.
  2. L.1935, p. 138.
  3. L.1842-43, p. 210; L.1845, p. 46.
  4. L.1861, p. 269; L.1871-72, p. 389; L.1885, p. 145,193; L.1891, p. 118, 119; L.1917, p. 438,444,445; L.1937, p. 525,526.







ROSTER OF COUNTY OFFICERS\*

(Date after name of officer refers to date of commission, unless otherwise stated)

County Commissioners\*\*

County Court  
(Illinois Territory)

Justices Court\*\*\*

James Hull, Jesse Griggs,  
Nathan Davis, January 17, 1816

Conrad Will,  
February 5, 1818

\* This list was compiled from the following sources:

1. Secretary of State. Index Department, Election Returns. Returns from County Clerk to Secretary of State, 1809-47, 78 volumes (1-78), third tier, bay 1. 1848-54, 53 file drawers (2-54), third tier, bay 2, State Archives Building, Springfield, Illinois.
2. Secretary of State. Executive Department. Certificates of Qualification, 1819-22, 22 file drawers (1-22), fourth tier, bay 5, State Archives Building, Springfield, Illinois.
- 3.(A) Secretary of State. Executive Department Official Records. List of Commissions Issued to County Officers, 1809-1918, 5 volumes, fourth tier, bay 6, State Archives Building, Springfield, Illinois.
- (B) Secretary of State. Executive Department Official Records. List of Commissions Issued to County Officers, 1869-72, 4 volumes, room 208, second floor, Secretary of State's Office, Executive Department, State Capitol Building, Springfield, Illinois.

\*\* The first administrative body in the county was the county court which consisted of three judges appointed by the Governor of the Territory. From January 9, 1818 to the fourth Monday in April 1819, a Justices' Court, composed of justices of the peace, any three of whom constituted a court or quorum, functioned as an administrative unit over county business. Three county commissioners were to be elected at this later date but provision was not made until 1821 for a biennial election. The county commissioners' court continued to 1849. From 1849-72, a county court, composed of the county judge and two associate justices administered county business; 1872-75, administration was vested in a county board of supervisors composed of one supervisor from the several townships; 1875-78, a board of county commissioners, composed of three county commissioners functioned as the governing unit; 1878-83, the board of supervisors again served; 1883-85, a board of county commissioners served the second time; 1885 to date, the county board of supervisors has administered county business. See County Board essay, p. 51.

\*\*\* Names of justices of the peace appointed in 1818 are shown; no county records found to show which justices served as members of the Justices' Court. Appointments taken from Publications of the Illinois State Historical Library, "The Executive Register 1809-1818," ed. Edmund J. James (Springfield: Phillips Bros., 1901), III, 55, 56, 61.



## County Commissioners (cont.)

Jesse Griggs, Nathan Davis,  
James Hall, February 28, 1818  
John Arckney, Alexander Clark,  
Lewis Wells, August 20, 1818

County Commissioners' Court\*  
Jesse Griggs, John Aukeny,  
John Young, August 31, 1821  
John Byors,<sup>1</sup> Janus Harrda,<sup>2</sup>  
Benjamin Connor,<sup>3</sup> August 25, 1822  
Y. O. Harrington, Robert Henderson,  
John Byors, August 2, 1824<sup>4</sup>  
John Byors, John Winters,<sup>5</sup>  
John Phillips,<sup>6</sup> August 7, 1826  
Alexander Cochran, Ira Byors,  
John Bradley,<sup>7</sup> August 4, 1828  
Alexander Cochran, Benjamin F. Connor,  
George Creath, August 2, 1830

No returns for 1832<sup>8</sup>  
Alexander Cochran, Phillip Davis,  
Benjamin Boon,<sup>9</sup> August 4, 1834  
Richard Taylor, Urban E. Robinson,  
Alexander Cochran, August 1, 1836  
Richard Werthen,<sup>10</sup> George Schwartz,  
Richard Brundley,<sup>11</sup>  
August 6, 1838<sup>12</sup>  
Urban E. Robinson,  
August 5, 1839  
Thomas B. Hill,  
August 3, 1840,<sup>13</sup>  
August 2, 1841  
Peter Gile,<sup>14</sup>  
August 1, 1842  
George Butcher,  
August 7, 1843  
Jefferson Allen,  
November 4, 1844

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\* All dates shown after commissioners' names indicate the year elected. State records for the year 1832 are missing.

1. "Byors" spelled "Byars." County Commissioners' Court Record, 1823-25, p. 1.
2. "Harrda" spelled "Harreld." Ibid.
3. "Benjamin Connor" spelled "Benjamin Conner." Ibid., p. 112.
4. County records show W. O. Harrington, not Y. O. Harrington, as one of the county commissioners. They also show John Logan, not John Byors, as one of the county commissioners. Ibid., p. 17.
5. County records show Richard Brown elected June 1827 in place of John D. Winters, who left the county. Ibid., p. 76.
6. "Phillips" spelled "Phelps." Ibid., p. 64.
7. County records show Joshua Bradley, county commissioner. Ibid., p. 101.
8. County records show Alexander Cochran, Benjamin F. Connor, George Creath re-elected county commissioners. Ibid., p. 112.
9. County records show Bennington Boon, not Benjamin Boon, as one of the county commissioners. Ibid., p. 119.
10. County records show Richard Worthen, not Richard Werthen, as one of the county commissioners. County Commissioners' Court Record, 1835-41, p. 120.
11. County records show Richard A. Bradley, not Richard Brundley, as one of the county commissioners. Ibid.
12. By a law passed in 1837, the three commissioners elected in 1838 drew lots for one, two, and three years to determine their length of term. Subsequently, one commissioner was elected each year to serve a three-year term.
13. No reason can be discovered for Hill running for commissioner two years in succession since, according to the law of 1837, he would have held office, if elected, for three years. Election returns in 1840 show Hill received 343 votes and George Butcher 342 votes. Because Butcher ran again three years later, in 1843, it is probable that Hill did not hold office from 1840-41, but was elected for the term 1841-43.
14. County records show Peter Gill not Peter Gile, as one of the county commissioners. County Court Record, 1843-56, v. D, p. 2.



## County Commissioners (cont.)

William Doty,  
 August 4, 1845  
 Phillip Kimmell,<sup>1</sup>  
 August 3, 1846  
 Urban E. Robinson,  
 April 19, 1847  
 Peter Gill,  
 August 1848,<sup>2</sup>  
 August 7, 1849<sup>3</sup>

## Board of County Commissioners

Hiram Schwartz, Thomas F. Hord,  
 Edward McGuire, January 21, 1875<sup>4</sup>  
 R. A. Beasley,  
 November 2, 1875  
 H. E. Williamson,  
 November 7, 1876  
 Phillip R. Davis,  
 November 6, 1877  
 Benjamin F. Wiley, James Alexander,  
 H. C. Burroughs, November 4, 1884<sup>5</sup>

## County Court Judges

(1849 to 1872 served in dual capacity; together with two associate justices, acted as the administrative unit of the county. The county judge, alone, during these years and to the present, also presided over a judicial court.)

Jefferson Allen,  
 December 4, 1849  
 William Bradley,  
 January 10, 1854  
 John B. Clinton,  
 November 20, 1857,  
 November 25, 1861  
 Michael F. Swartzcope,  
 November 29, 1865  
 William Bradley, Sr.,  
 November 15, 1869  
 Charles H. Layman,  
 November 22, 1873  
 George W. Andrews,  
 December 1, 1877  
 John B. Mayham,  
 December 1, 1882  
 William W. Barr,  
 December 6, 1886,  
 November 26, 1890

Robert J. McElvain,  
 November 23, 1894  
 Andrew S. Caldwell,  
 November 17, 1898  
 Robert J. McElvain,  
 May 5, 1899  
 Willard F. Ellis,  
 November 24, 1902,  
 November 26, 1906,  
 December 8, 1910,  
 November 23, 1914  
 A. L. Spiller,  
 November 22, 1918,  
 November 29, 1922  
 Fred B. Herbert,  
 November 10, 1924,  
 November 22, 1926,  
 November 22, 1930,  
 November 30, 1934

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1. County records show Philip Kimmel, not Phillip Kimmell, as one of the county commissioners. County Court Record, 1843-56, v. D, p. 189.
  2. Although state records show Peter Gill received 221 votes and Andrew Jones 215 votes, county records show that on September 16, 1848, Jones took his seat as the elected county commissioner. Ibid., p. 280.
  3. Election returns, Gill 221, Jones 218; last court commissioners Kimmel, Robinson, Jones. Ibid., p. 291, 308. No reason found for Gill not serving.
  4. Elected for one, two, and three years, respectively.
  5. State records show James Alexander, only, elected November 4, 1884. Other two names of commissioners, serving at the same time, taken from County Commissioners' Record, v. G, p. 1.



County Court Associate Justices

Michael Swartzcope, <sup>1</sup> November 8, 1853	Joseph B. Davis, November 5, 1861
Peter Gill, November 8, 1853	Edward Schwartz, November 8, 1864
Thomas Parrish, November 3, 1857	Phillip Kimmel, November 8, 1864
William Hagler, November 3, 1857	James N. Bradley, November 7, 1865
Sindorf Ozburn, November 8, 1859	James Hightower, November 7, 1865
A. Harris, November 8, 1859	Thomas T. Robinson, November 2, 1869
Edward Direly, November 5, 1861	Abel C. Davis, November 2, 1869

County Board of Supervisors

The several township supervisors, one elected from each township, together with any additional and assistant supervisors elected upon proportional representation, make up the membership of the county board of supervisors. Because these supervisors individually are township officials, and only as a group constitute the county board, they are not commissioned by the State as county officers, and no data concerning them, from which a list could be compiled, are kept by the State. Township organization was first adopted at the November election of 1871, and on December 11, the county court ordered special commissioners to divide the county into townships. The first three pages of volume one of Supervisors' Records, beginning in 1872 show the division of the county into seventeen townships. The board met for the first time on May 13, 1872 and consisted of the following:<sup>2</sup>

Edward Schwartz	James B. Reichart	Thomas F. Robinson
Philip Davis	Jasper Decker	A. W. Rogers
Henry E. Williamson	Daniel Worthen	Elias Worthen
B. F. Hanks	W. W. H. Mansker	William E. Talbot
Philip R. Kimmel	Madison Price	William Underwood
John A. McClure	John Hessick	

Change to the board of county commissioners' form of government was made in 1875. Township organization was chosen a second time in the November election of 1877 and the county was divided into fourteen townships March 28, 1878. The first meeting was held on April 16, 1878, and the members of the board included:<sup>3</sup>

Philip Kimmel	Wm. H. Davis	T. J. Prickett
A. J. Grubb	M. S. Childers	T. T. Robinson

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1. County records do not show election of Swartzcope and Gill in 1849, but do show their election March 6, 1854. County Court Record, 1843-56, v. D, p. 492.  
 2. Supervisors' Record, v. 1, p. 1-4.  
 3. Ibid., p. 299.



County Board of Supervisors (cont.)

D. S. Williamson	Park Grosvenor	George Wolf
W. C. Rogers	J. M. Reichart	Mat Price
Joseph H. Culley	Jeff Jenkins	

Again, in 1883, a change was made to the board of county commissioners, but in 1885 the township plan was permanently adopted and the county was divided into sixteen townships March 3, 1885. The first meeting was held April 28, the board consisting of the following members:<sup>1</sup>

W. E. Talbot	J. M. Richart	Wm. Denning
W. W. H. Mansker	William Rendleman	William Bradley, Jr.
Wm. R. Lee	Kesterson McCoy	C. S. Griffith
Thomas Dickie	Joseph Pastian	J. R. Easterly
F. W. Brown	Jacob Kimmel	M. S. Childers
W. S. Dilday	S. B. Thorp	Fred Brown

County Clerks

(Clerks of the county board in its various forms)

William Wilson (appointed), <sup>2</sup>	Bowen Keith,
March 25, 1816	April 19, 1847 (elected)
Charles Humphreys (appointed),	John A. Logan,
April 6, 1817,	December 4, 1849
January 13, 1818	Cyrus Thomas,
Timothy Nash (appointed),	June 30, 1852
May 1, 1818	T. S. Hall,
Daniel H. Brush, <sup>3</sup>	December 23, 1853,
August 5, 1839 (elected),	November 20, 1857,
August 7, 1843 (elected)	December 6, 1861

1. Supervisors' Record, v. 2, p. 339.
2. William Wilson, Charles Humphreys, Timothy Nash appointed by Governor of Illinois Territory as clerks of the county court. Publications of the Illinois State Historical Library, op. cit., p. 40, 47, 54, 58. Secretary of state records show these men commissioned as clerks of the county commissioners' court.
3. Daniel H. Brush was appointed clerk of the county commissioners' court September 5, 1836 to replace Joel Manning, resigned. County Commissioners' Court Record, 1835-41, p. 27. State records do not show clerks appointed after Timothy Nash in 1818 up to the election of Brush in 1839. County records show Joel Manning appointed clerk to succeed Samuel Burton July 2, 1825. County Commissioners' Court Record, 1823-35, p. 40. The first mention of Burton in county records is on September 1, 1823 when he presented his account against the county. Ibid., p. 2. Since state records show three county commissioners elected in 1821, it is probable that Burton was appointed clerk by this court, and reappointed by the commissioners elected in 1822.



## County Clerks (cont.)

Hugh Crawford,	Scott Boucher,
April 13, 1864,	November 30, 1898
May 9, 1864	D. L. Boucher,
John F. Cover,	August 7, 1899
December 1, 1865	Daniel Bowen,
James W. Hall,	November 24, 1902,
November 11, 1869	November 23, 1906
Ben Johnson,	James N. Brown,
November 22, 1873	December 8, 1910
Charles Kirkham,	H. Amer Hagler,
December 1, 1877	November 23, 1914,
John R. Kane,	November 22, 1918,
December 1, 1882,	November 29, 1922
December 6, 1886	Boyd Thorp,
Edward Crawford,	November 22, 1926,
November 26, 1890	November 24, 1930,
John L. Ozburn,	November 30, 1934
November 23, 1894	

## Recorders

(In 1849 the circuit court clerk  
became ex-officio recorder)

William Wilson,	Daniel H. Bush, <sup>2</sup>
March 25, 1816	November 12, 1836
Conrad Will, <sup>1</sup>	Daniel H. Brush,
April 10, 1817	August 22, 1839,
Timothy Nash,	August 18, 1843
May 1, 1818,	Bowen Keith,
March 22, 1819	August 19, 1847
Joel Manning,	
June 11, 1821,	
January 14, 1823,	
August 19, 1835	

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1. Commission to expire 20th of May, 1817, Publications of the Illinois State Historical Library, op. cit., p. 47. May 31, 1817, the Governor of Illinois Territory appointed Chas. Humphreys recorder in Jackson County, *ibid.*, p. 49.
  2. County records show Daniel H. Brush, not Daniel H. Bush, serving as recorder, judge of probate, and probate justice of the peace. County Commissioners' Court Record, 1835-41, p. 27, 113.



Judges of Probate and Probate Justices of the Peace  
(In 1849, the probate justice is succeeded by the county  
judge as ex-officio judge of the probate court)

Judges of Probate  
Joel Manning,  
February 12, 1821,  
February 17, 1823,  
January 18, 1825  
Daniel H. Bush,  
April 30, 1836,  
February 4, 1837

Probate Justices of the Peace  
Daniel H. Bush,  
September 11, 1837,  
August 31, 1839  
Thomas B. Hill,  
September 4, 1843  
George W. Wren,  
August 20, 1847

Circuit Court Clerks  
(Prior to 1848, circuit court clerk  
appointed by circuit court judges)

Daniel H. Bush,  
September 4, 1848  
John B. Clinton,  
November 23, 1852  
E. E. Reese  
November 14, 1856  
James P. Watson,  
November 22, 1860,  
November 28, 1864  
Gilbert J. Burr,  
December 15, 1865  
Hugh Crawford,  
November 17, 1868  
Robert W. Hamilton,  
November 27, 1872,  
December 1, 1876  
Calvin B. Dishon,  
December 1, 1880,  
December 1, 1884  
Roger Walwark (appointed pro tem  
by judge),  
December 6, 1886

Robert W. Watson, (vice Dishon, deceased)  
April 13, 1887,  
December 3, 1888,  
November 25, 1892  
Ben F. Williams,  
December 7, 1896,  
November 30, 1900,  
November 30, 1904  
Reynold Gardner,  
November 21, 1908,  
November 29, 1912  
Joe Wells,  
December 4, 1916,  
December 3, 1920  
James C. McDaniel,  
November 19, 1924,  
November 30, 1928  
Ralph E. Deitz,  
November 27, 1932,  
December 8, 1936



Sheriffs

(County collectors to 1839 and 1844 to 1872,  
and during administrations of boards of county  
commissioners, 1875 to 1878 and 1883 to 1885)

George Creath,	Joseph H. Reeves,
January 17, 1816,	December 6, 1862
April 23, 1819,	James C. Thompson,
August 7, 1820 (elected)	November 28, 1864
Jesse Griggs, <sup>1</sup>	Joseph H. Culley,
April 15, 1822,	November 17, 1866
September 5, 1822,	Gilbert J. Burr,
September 8, 1824,	November 11, 1868
September 1, 1826,	James Thompson,
September 10, 1828,	August 27, 1869
September 7, 1830,	Joseph F. Robinson,
August 29, 1832,	November 21, 1870
September 7, 1833	I. H. Campbell,
William Worthen,	November 27, 1872
December 5, 1836,	F. B. Hands,
December 15, 1836	April 9, 1873
James M. Reynolds,	John B. Kimball,
August 21, 1838	November 16, 1874
Benjamin P. Holliday,	Ben F. Sams,
August 13, 1840,	November 27, 1876
August 26, 1842	William C. Etherton,
James Willis,	December 2, 1878
August 18, 1843,	Horace H. Fox,
August 30, 1844	December 1, 1880
Benjamin Henderson,	Martin A. Ross,
August 27, 1846	December 1, 1882
John Redfield,	Edward A. Wells,
October 6, 1847	December 6, 1886
John Elmore,	Charles C. Huthmacher,
August 17, 1848	November 26, 1890
John B. Clinton,	Edward A. Wells,
November 30, 1850	November 23, 1894
William Cox,	John Fox (died July 10), <sup>2</sup>
November 23, 1852	November 23, 1898
E. N. Reese,	T. B. Rogers,
November 24, 1854	July 17, 1902
William Cox,	John W. Thorp,
November 12, 1856	November 21, 1902
A. C. Davis,	Sylvester Hanson,
November 25, 1858	November 23, 1906
William Cox,	Charles T. Edwards,
November 22, 1860	December 8, 1910

1. Also served as treasurer, 1825-27. County Commissioners' Court Record, 1823-35, p. 45. Legislation of 1825 made the sheriff county treasurer. L.1825, p. 178.

2. It may be assumed the year of his death was 1902, when his successor was commissioned.



## Sheriffs (cont.)

James A. White,	November 23, 1914	C. E. White,	November 29, 1922
James W. Gibson,	May 27, 1917,	W. M. Flanigan,	November 22, 1926
November 22, 1918 (resigned) <sup>1</sup>		W. W. Osburn,	November 24, 1930
A. G. Davis,	June 22, 1922	Ross J. Osburn,	November 30, 1934

## Coroners

Hezekiah Davis,	January 9, 1818,	William G. Williams,	November 24, 1854
March 30, 1819		A. E. Murphy,	November 2, 1858 (elected)
John Hammond,	September 5, 1822	David Norris,	November 22, 1860
William Worthen,	August 20, 1824,	Joseph Cummins,	November 5, 1861 (elected)
September 1, 1826,		Benjamin L. Harris,	January 10, 1862
September 10, 1828,		John Ellmore,	December 6, 1862
August 25, 1830,		Benjamin L. Harris,	November 28, 1864
August 29, 1832		William H. Stone,	November 28, 1866
William Eakin,	November 7, 1834	Ephraim H. Doty,	December 8, 1868
Samuel Bowers,	August 29, 1836	John Dillinger,	November 21, 1870
Alexander Cochran,	August 28, 1838	Jacob King,	November 30, 1872
John Bradshaw,	August 13, 1840	August Kramer,	November 16, 1874
John W. Smith,	September 1, 1842	John Devine,	November 27, 1876
Richard Brown,	January 16, 1843	William J. Fain,	December 2, 1878 (resigned September 26, 1879)
John Bradshaw,	August 18, 1843	George W. Cox (vice Fain),	November 26, 1879
Joseph B. Davis,	August 21, 1844	George Randolph,	December 1, 1880
John B. Clinton,	September 30, 1846,		
August 23, 1848			
Julius Barnburg,	November 30, 1850		
John A. Wood,	November 23, 1852		

1. It may be assumed the year of his resignation was 1922, when his successor was commissioned.



Coroners (cont.)

A. S. Tripps,  
 December 1, 1882  
 John Dillinger,  
 December 1, 1884  
 Fred Knauer, Sr.,  
 December 3, 1888  
 Joseph Bastien,  
 November 25, 1892  
 William Creath,  
 December 7, 1896  
 E. E. Knauer,  
 November 30, 1900

W. S. Forshee,  
 November 30, 1904,  
 November 16, 1908  
 Ed. D. Travelstead,  
 November 25, 1912  
 W. S. Forshee,  
 February 28, 1917,  
 November 16, 1920,  
 November 17, 1924,  
 November 27, 1928  
 Ed. Travelstead,  
 November 22, 1932,  
 November 27, 1936

State's Attorneys

(Appointed by the Governor to 1835;  
 elected by General Assembly 1835 to 1849;  
 1849 to 1872 elected by circuit court electorate)

A. R. Pugh,  
 November 30, 1872  
 William A. Lemma,  
 November 23, 1876  
 William A. Schwartz,  
 December 1, 1880  
 Robert J. McElvain,  
 December 9, 1884  
 Richard T. Lightfoot,  
 December 3, 1888  
 John M. Herbert,  
 November 25, 1892,  
 December 7, 1896  
 John Venable,  
 November 30, 1900,  
 December 2, 1904

Otis F. Glenn,  
 January 5, 1907  
 Isaac K. Levy,  
 November 11, 1908  
 Wm. A. Schwartz,  
 December 2, 1912  
 Otis F. Glenn,  
 December 2, 1916  
 John H. Learing,  
 November 29, 1920,  
 November 25, 1924  
 Fletcher Lewis,  
 November 27, 1928  
 C. Edgar White,  
 November 29, 1932,  
 November 24, 1936



## Treasurers\*

(Treasurer and assessor 1819 to 1825, 1827 to 1839, 1844 to 1872, 1875 to 1878, and 1883 to 1885; treasurer and collector 1872 to 1875, 1878 to 1883, and 1885 to date)

Michael Robinson (appointed), <sup>1</sup> April 3, 1816 (revoked)	E. McGuire, December 3, 1857 (elected)
Joseph French (appointed), April 17, 1816	John L. Phelps, November 22, 1859
John M. Hansen, August 5, 1839 (elected)	David Cox, November 5, 1861 (elected)
William Pike, August 7, 1843 (elected) <sup>2</sup>	John Elmire, December 2, 1863
William R. Phelps, August 4, 1845 (elected) <sup>3</sup>	Oliver Cross, December 10, 1867
Washington Davis, April 19, 1847 (elected)	Cornelius C. Gulley, December 4, 1869
Daniel Worthen, November 7, 1848 (elected)	Gilbert J. Burr, November 21, 1871, December 1, 1873
Julius Bumberger, November 6, 1849 (elected) <sup>4</sup>	William Bradley, Jr., November 22, 1875, December 1, 1877
Elbert Ertenly, November 4, 1851 (elected)	William Saylor, December 1, 1879 (deceased)
Napolean B. Henderson, November 8, 1853 (elected)	Phillip Kimmel, Jr., March 11, 1880 (vice Saylor)
Braxton Parrish, November 6, 1855 (elected)	

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\* State records show no treasurers commissioned between the years 1816 and 1839. Data concerning treasurers during this period were abstracted from the County Commissioners' Court Record, two unlabeled volumes, 1823-35 and 1835-41:

"John Ankeny turned into Court orders received of George Butcher former treasurer of said County." December 2, 1823. County Commissioners' Court Record, 1823-35, p. 7. Records contain no further mention of George Butcher. John Ankeny was treasurer, 1823-24, *ibid.*, p. 2; Jesse Griggs, 1825-27, *ibid.*, p. 45; Samuel Pyatt, 1827-28, *ibid.*, p. 79; William Doty, 1829-30, *ibid.*, p. 105; Emanuel Canaday, 1830-34, *ibid.*, p. 119; Jefferson Allen, 1834-36, *ibid.*, p. 227; William Doty, 1836-37, County Commissioners' Court Record, 1835-41, p. 12; John Byers, 1837-39, *ibid.*, p. 72.

1. Michael Robinson and Joseph French appointed by Governor of Illinois Territory. Publications of the Illinois State Historical Library, op. cit., p. 41.
2. Office declared vacant March 6, 1845; B. J. Halliday appointed, County Court Record, 1843-56, v. D, p. 114. Halliday refused to accept, April 29; Thomas M. Sams accepted, *ibid.*, p. 122.
3. County records show Wm. R. Phelps, not Wm. R. Philps, as treasurer. *Ibid.*, p. 151.
4. Failed to present bond; court appoints Claibone Barrow, January 1, 1850. *Ibid.*, p. 319.



## Treasurers (cont.)

Charles Kirkham, December 1, 1882	Homer D. Lee, December 8, 1910
Augustus W. Skinner, December 6, 1886	J. Hilles Boos, November 23, 1914
Joseph B. Thorp, November 26, 1890	William S. Roberts, November 27, 1918
John R. Thorp, November 23, 1894	A. R. Lawder, November 29, 1922
Frank Chew, November 23, 1898	Lawson Fore, November 23, 1926
William H. Trobough, November 24, 1902	Art. R. Lawder, November 26, 1930
Andrew J. Woodard, November 23, 1906	Joseph E. Hewitt, November 30, 1934

Superintendents of Schools  
(School Commissioners\* to 1865)

Daniel B. Tuttle, <sup>1</sup> August 2, 1841 (elected)	Daniel Worthen, November 7, 1865 (elected)
John Barrow, August 7, 1843 (elected), August 4, 1845 (elected), April 19, 1847 (elected), November 6, 1849 (elected), November 4, 1851 (elected)	John Ford, November 13, 1869
Benjamin Holliday, November 8, 1853 (elected)	L. H. Redd, November 22, 1873
J. Barrow, January 10, 1854	John M. Reeder, December 1, 1877, March 14, 1881 (appointed) December 1, 1882
Philip Kimmel, November 6, 1855 (elected), November 3, 1857 (elected)	Philip Fager, December 6, 1886
Daniel Worthen, November 8, 1859 (elected)	John M. Bryan, November 26, 1890
James W. Richart, November 5, 1861 (elected)	Burt R. Burr, November 23, 1894
Urbane E. Robinson, December 2, 1863	Emma M. Bryan, November 23, 1898, November 25, 1902
	Ida Robinson, November 23, 1906

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\* State records show no school commissioners commissioned or elected between the years 1816-41. Bond of Daniel B. Tuthill, as school commissioner, accepted September 6, 1836, County Commissioners' Court Record, 1836-41, p. 30. County records do not show any school commissioners prior to 1836, or subsequent to 1841, except Tuthill.

1. May be the same Daniel B. Tuthill as shown in footnote above.



Superintendents of Schools (cont.)

A. J. Rendleman,  
December 8, 1910  
Otto F. Aken,  
November 23, 1914,  
November 22, 1918

H. N. Cupp,  
November 24, 1922  
Lewis Elbert Etherton,  
September 6, 1927,  
July 29, 1931,  
November 30, 1934

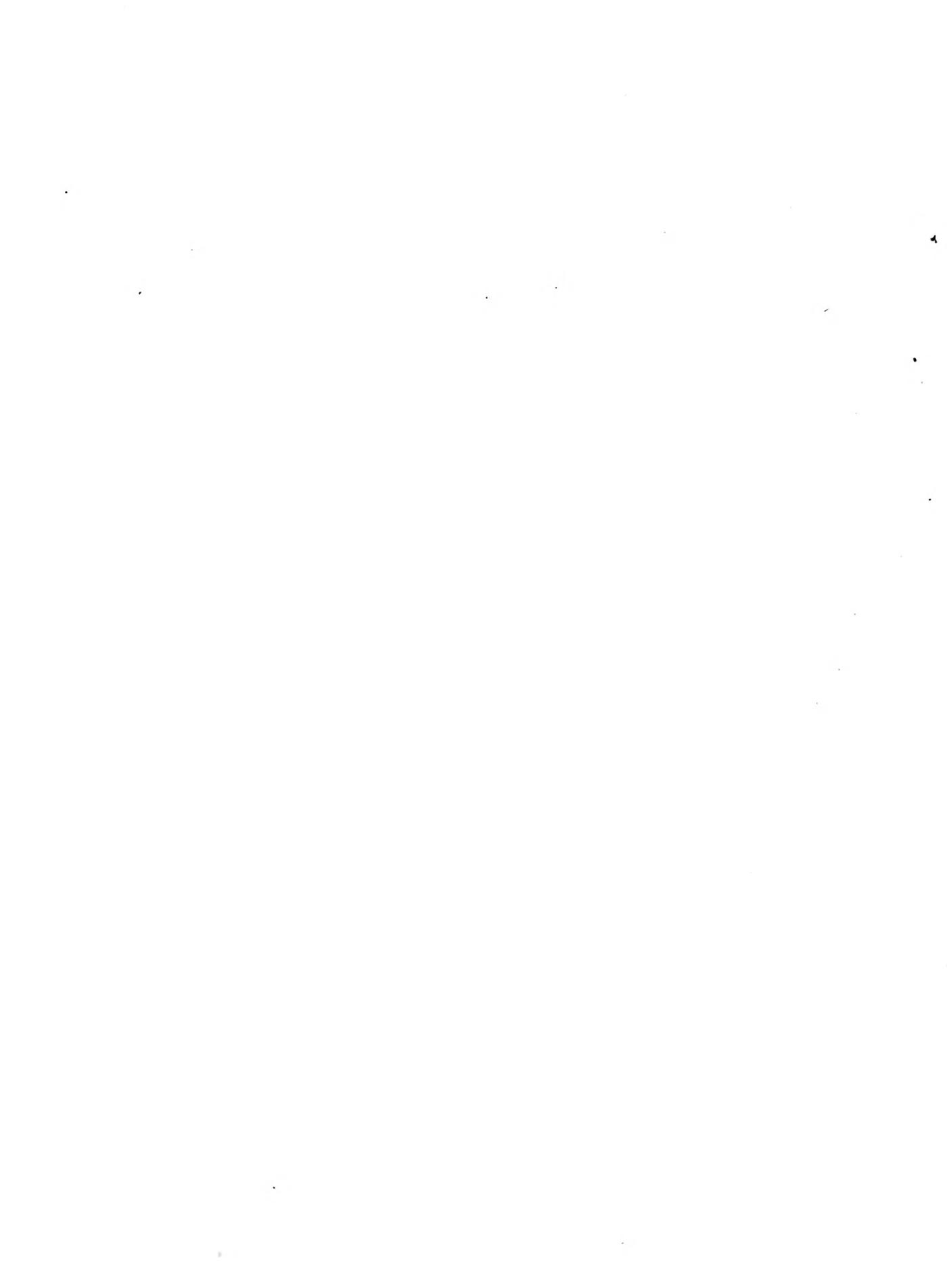
Surveyors

(Beginning September 1936, surveyor  
appointed by county board of supervisors)

Marvin Fuller,<sup>1</sup>  
January 28, 1817  
Abner Flack,  
January 28, 1822,  
February 18, 1823  
John N. Johnson,  
July 5, 1827  
Richard G. Davis,  
February 15, 1831  
Samuel Smith,  
August 19, 1835  
David Husband,  
September 30, 1836  
John Mayfield,  
August 22, 1839  
A. B. Cleveland,  
August 18, 1843,  
August 19, 1847  
William Richert,  
December 4, 1849,  
November 28, 1851  
C. Barrow,  
December 23, 1853  
Clarbone Barrow,  
November 26, 1855  
M. F. Swartzcove,  
December 3, 1857,  
November 17, 1859  
E. Newsome,  
November 25, 1861  
Andrew Young,  
December 2, 1863  
Edward Newsome,  
January 9, 1866

John A. Werner,  
November 20, 1867,  
November 11, 1869  
Edmund Newsome,  
November 21, 1871  
John A. Werner,  
November 24, 1875  
John L. Ozborn,  
December 1, 1879  
Edmund Newsome,  
November 27, 1883,  
November 4, 1884 (elected)  
Caleb R. Harris,  
December 3, 1888  
Michael F. Swartscope,  
November 25, 1892  
William F. Hughes,  
December 7, 1896,  
November 30, 1900,  
November 30, 1904,  
November 3, 1908 (elected)  
Thomas Dunn,  
November 5, 1912  
W. F. Hughes,  
November 7, 1916  
George Lee,  
November 2, 1920  
Ed Keene,  
November 4, 1924  
Roy Hoffman,  
November 30, 1928  
Thomas G. Dunn,<sup>2</sup>  
November 8, 1932

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1. Appointed by Governor of Illinois Territory. Publications of the Illinois State Historical Library, op. cit., p. 45.
  2. The Official List of State and County Officers, compiled by Edward J. Hughes, Secretary of State, received in 1938, shows Thos. G. Dunn as surveyor indicating his appointment in 1936.



## 2. HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

The first courthouse in Jackson County, located in Belleville, was a two-story frame structure completed in March 1825 at a cost of \$2,400.<sup>1</sup> When it was destroyed by fire, June 10, 1843,<sup>2</sup> a site was chosen in Murphysboro,<sup>3</sup> the new county seat, and the second courthouse, a two-story brick building, was erected at a cost of \$4,659.<sup>4</sup> It was completed for occupancy September 3, 1845,<sup>5</sup> the court meeting meanwhile in rooms rented from Francis Meeha and John Logan in Brownsville.<sup>6</sup> By 1858 this courthouse proved too small for the increased business of the county and, on March 19,<sup>7</sup> the erection of a bigger building was decided upon. Costing \$7,000, this structure was completed sufficiently for occupancy by December 1859.<sup>8</sup> This courthouse proved adequate over a period of many years for, with two major alterations and additions, one in 1870 at a cost of \$2,975,<sup>9</sup> the other in 1877 amounting to \$10,850,<sup>10</sup> the same building remained in use until 1926 when on November 2, the citizens of Jackson County authorized a \$375,000 bond issue for the erection of a new courthouse.<sup>11</sup> The old structure was razed and meetings were held at 11 and 13 North Tenth Street, Murphysboro,<sup>12</sup> until the new courthouse, erected on the site of the old one, was completed and dedicated in the autumn of 1929.

The new home of county government is 120 feet square, and three stories or 62 feet in height. In detail, it is classic in architectural style, with Doric-columned porticos on each facade. The main entrance faces north. An innovation that distinguishes this courthouse is the inclusion of the county jail on the third floor, set back from the main building line, and, to outward appearances, part of the roof assembly. Steel, concrete, and Bedford stone were used in the construction, making this a completely fireproof building. Space content is a little less than 900,000 cubic feet. Lighting and ventilation are adequately provided for by the large area of window space. Floors are of concrete; walls and ceilings are plastered. Ceilings in the basement and on the first floor

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1. James H. Brownlee, History of Jackson County (Philadelphia: Brink McDonough and Co., 1878), p. 18.
  2. County Court Record, 1843-56, v. D, p. 1.
  3. *Ibid.*, p. 36.
  4. *Ibid.*, p. 42-43, 118, 137, 188.
  5. *Ibid.*, p. 147.
  6. *Ibid.*, p. 51, 290.
  7. County Court Record, 1856-66, v. D, p. 149.
  8. *Ibid.*, p. 294.
  9. *Ibid.*, v. E, p. 444.
  10. *Ibid.*, v. F, p. 429, 431.
  11. Supervisors' Record, v. 9, p. 31, 43.
  12. *Ibid.*, p. 86.



are 13 feet high, on the second floor 14, and on the third 16. With the exception of wood shelving in the basement vaults, in the drafting room of the superintendent of highways, and in the treasurer's and sheriff's vaults, metal shelving is used in the other offices and vaults. In general, all offices and vaults are easily accessible to the public. Although the main entrance is located on the north side, access may be gained by three other entrances to the building from which entrances corridors lead to a large central hall, or lobby, upon which face most of the offices on the first floor.

The offices and vaults of the county clerk, circuit court clerk and recorder, superintendent of highways, superintendent of schools, sheriff, and treasurer, are located on the first floor. Two broad stairways, rising from the east and west ends of the central hall, lead to the second floor where are located jury rooms, courtrooms, supervisors' room, judges' chambers, law library, the state's attorney's office, and the old age assistance office. The west stairway continues on to the third floor where the county jail is located with its cellblocks, detention rooms, kitchen, dining room, jury room, laundry, bathrooms, and sickroom. Until overcrowding becomes more acute, necessitating additional storage room for records, only the north end of the basement is used as a depository. Two storage vaults on the northeast end are for the circuit court clerk and two on the northwest end for the county clerk. The remainder of the basement is given to a ladies' restroom, men's lounge, a large community room, and boiler, fuel, and store rooms.

The only records of Jackson County not contained in the courthouse are those of the coroner and of the superintendent of the county home. The former's are at his home in Carbondale while the latter keeps his in his residence near the county home.

The office of the county clerk covers 900 square feet of floor space and includes the main office and a small private office. An adjoining vault has an area of 875 square feet. Two large windows provide adequate ventilation in the office where approximately three percent of the clerk's records are kept on 36 linear feet of shelving placed in the center of the main office. The vault receives splendid ventilation and natural light from five windows with north and west exposures. In the center of the vault beneath an accommodation desk, and along all walls, are 933 linear feet of shelves for bound volumes of records, and four hundred file boxes, 18 inches in depth, for unbound records. Twenty-five percent of the county clerk's records are stored in this vault. In addition, one volume of the coroner's "Death Record, 1913-1914," and a part of the records of the superintendent of highways are kept here. Overcrowding is apparent, about twenty-five percent additional space being needed for the efficient care of records. However, this condition is only temporary as more space is available elsewhere. A stairway in the northeast corner of the vault leads to two basement storage vaults, designated as the west and east. They have an area of 1400 square feet. The west storage vault, 23 feet by 24 feet, has 90 feet of shelving on the south wall, but no records are kept



in this vault. Four windows give sufficient ventilation. A drop cord electric light supplements natural light from the windows. The east storage vault, 30 feet by 36 feet, has 300 linear feet of shelving grouped in the south half of the room, 225 feet of which are used for bound volumes and 50 feet for unbound records. This room contains sixty-eight percent of the clerk's records, and, in addition, some belonging to the sheriff, treasurer, circuit court clerk, and superintendent of highways. Available space is adequate with ample room for expansion. There is only one window, however. Drop cord electric lights furnish auxiliary illumination. Three tables and seven chairs afford sufficient accommodations for consultants of the records. The final four percent of the clerk's records are housed in the treasurer's vault on the first floor.

The offices and vaults of the circuit court clerk and recorder, in general appearance, dimensions, and arrangements, bear close resemblance to those of the county clerk. They are located in the northeast corner of the courthouse and consist of the main office and vault, both of which are approximately 36 feet by 24 feet. In the main office, one percent of the circuit court clerk's records are stored on 21 linear feet of shelving placed in the center of the room. Two windows afford good light and ventilation, and drop cord electric lights furnish auxiliary light. The adjoining vault contains eighty-eight percent of the circuit court clerk's records, which are stored along all walls on 1100 linear feet of shelves and in four hundred file boxes, 15 inches in depth. Only about 900 feet of the shelving are used at present, providing ample room for expansion. A stairway in the northwest corner leads to the east storage vault in the basement and from this vault admittance is gained to a west storage vault. The east storage vault is 22 feet by 25 feet, while the west is 21 feet by 36 feet. Only the east storage vault is in use at present, and contains about nine percent of the circuit court clerk's records. These records are stored on 23 feet of shelves along the south wall. The remaining two percent of the circuit court clerk's records are stored in the county clerk's east storage vault in the basement. Part of the circuit court clerk's records in the first floor vault are the state's attorney's reports to the court, and copies of the coroner's inquest papers filed in "Miscellaneous Files." The charter of the Murphysboro Mutual Fire Insurance Company, a recorder's record, is kept in the first floor vault of the county clerk.

The treasurer's offices, with a total area of 800 square feet, consist of the main and private offices, and a vault. The main office is 24 feet by 28 feet, and has installed along its south wall 16 linear feet of shelving holding fifteen percent of the treasurer's records. Five large windows give fine light and ventilation. The treasurer's vault has an area of 100 square feet and contains fifty percent of the records. Along the north and east walls, 80 linear feet of shelving provide for records, but only about 20 feet are in use. There are no windows in the vault. In addition, thirty-five percent of the treasurer's records, among them four thousand small volumes of old tax receipts, are stored in the county clerk's east basement storage vault. The treasurer's private office contains no records. Accommodations for those who may wish to consult records are satisfactory. All electric fixtures are of the drop cord type.



The superintendent of schools has an inner and outer office having a total area of 600 square feet, and from the outer office is an entrance to a windowless vault with an area of 84 square feet. Twenty-five percent of the records are kept on 8 feet of shelving placed in the center of the outer office. This room is 24 feet by 30 feet, and has two windows. A door to the west leads to the windowless vault in which 80 linear feet of shelving along the west wall provide ample space for seventy-five percent of the records. The inner office, situated on the extreme southeast corner of the courthouse, is 11 feet by 24 feet, and has two windows. This is the superintendent's private office and contains no records. In general, the suite of the superintendent of schools provides ample accommodations for users of records. Drop-cord electric fixtures provide sufficient artificial light.

The main office of the superintendent of highways is located on the east side of the courthouse, and has only one window. Entrance from the hall leads into the office proper; a private office is set off from this office. There are 30 feet of shelving and file boxes, 13 inches deep, along the west and north walls in the office, where ninety percent of the records are stored. The private office contains five percent of the records. There is a map rack in the southwest corner and a filing cabinet in the southeast corner. Across the large central hall or lobby, on the west side of the courthouse, is a drafting room, which was reserved for use by the surveyor; original plans were to make this a probate courtroom. This room is exactly the same size as the other, but only 2 feet of shelving, out of the 100 feet provided for this purpose, are used at this time. The shelves are arranged along the north and west walls. About three percent of the records are stored here. In addition, one percent of the records is stored in the county clerk's first floor vault and the remaining one percent is in the east basement storage vault of the county clerk.

Twenty-five percent of the sheriff's records are stored in his office, thirty percent in an adjoining vault, and forty-five percent in the county clerk's east basement storage vault. The office, 15 feet by 22 feet, has 10 linear feet of shelving along the east wall. Three windows provide ample light and ventilation. The adjoining vault, 8 feet by 14 feet, has 12 linear feet of shelving along the east and west walls. It has no windows. Drop-cord electric light fixtures are used in all rooms.

The old age assistance office is the only one on the second floor which contains records. It is located behind the east stairway beside the supervisors' room and has an area of about 700 square feet. Metal file boxes, 28 inches in depth, arranged along the north wall, provide for all the records of this office. There are two windows for ventilation and natural light is supplemented by drop-cord electric light fixtures.

Though the state's attorney's office is also located on the second floor, none of the records are housed here. They are located in the circuit court clerk's vault on the first floor.



The coroner's office is in his residence at 400 Poplar Street, Carbondale, Illinois. The office is on the first floor and is 10 feet square. Here the coroner keeps practically all of his records; one volume only, the "Coroner's Death Record," is deposited in the county clerk's vault on the first floor of the courthouse.

Records of the county home are in the superintendent's office in his residence, about 50 yards from the county home, on Rural Auxiliary Route 4, Carbondale, Illinois. The office is a room about 10 feet square, with floor, walls, and ceiling all of wood. It is well lighted and ventilated but offers no room for expansion.

In closing, it may be stated that the orderly dignity and efficiency of the courthouse of Jackson County reflect the regard with which the citizens hold their government, as the courthouse is more than adequate for present needs and should prove so for some time. Careful provisions have been made and carried out for the proper care and maintenance of records. No unsightly bundles are observable in any of the offices or vaults. Improvements might be made in the basement storage vaults by eliminating dampness.

Excellent accommodations for consultants of records and research workers exist in every office and vault. It is claimed that no important records were destroyed by fire or flood. However, gaps do appear here and there, probably due to the fire of 1843. There are no records before 1823, and volumes of the commissioners' court records are missing between the years 1841-43. Binding and repairing of the volumes are under direct orders of the board of supervisors. In filing and indexing, the systems correspond in the main with those adopted by other counties in the state.



### 3. LIST OF ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

alph.	alphabetical(ly)
app.	appendix
arr.	arranged (arrangement)
Art.	Article
assr.	assessor
atty.	attorney
aud.	auditor
bd.	board
bdl.	bundle(s)
bldg.	building
bsmt.	basement
cf.	confer (compare)
ch.	chapter(s)
chron.	chronological(ly)
cir.	circuit
clk.	clerk
co.	county
coll.	collector
cont.	continued
cor.	coroner
ct.	court
dept.	department
f.b.	file box(es)
f.d.	file drawer(s)
fl.	floor
fm.	form
ft.	feet
hdgs.	headings
hdw.	handwritten
hwys.	highways
ibid.	ibidem (in the same place)
i.e.	id est (that is)
Ill.	Illinois Reports (Supreme Court)
Ill. App.	Illinois Appellate Court (Reports)
Ill.S.A.	Illinois Statutes Annotated
in.	inch(es)
L.	Laws (of Illinois)
mi.	mile(s)
no.(s)	number(s)
N.W.	Northwestern Reporter
off.	office
op. cit.	opera citato (in the work cited)
p.	page(s)
pr.	printed
pro.	probate
rec.	recorder
R.L.	Revised Laws (of Illinois)
rm.	room
R.S.	Revised Statutes (of Illinois)
sch.	school(s)



sec. ....	section(s)
sep. ....	separate
Sess. ....	Session
sh. ....	sheriff
Sp. ....	Special
strm. ....	storeroom
supt. ....	superintendent
surv. ....	surveyor
treas. ....	treasurer
twp.(s) ....	township(s)
U.S.R.S. ....	United States Revised Statutes
U.S.S. ....	United States Statutes
v. ....	volume(s)
vet. ....	veterinarian
vlt. ....	vault
-- ....	current

1. Despite inaccuracies in spelling and punctuation, titles of records are shown in the inventory proper exactly as on volumes and file boxes. The current or most recent title is used as the title of the entry.

2. Explanatory additions to inadequate titles and corrections of erroneous titles are enclosed in parentheses and have initial capitals.

3. In the absence of titles, supplied titles are capitalized and enclosed in parentheses.

4. In the title set-up, letters or numbers in parentheses indicate the exact labeling on volumes or file boxes. If the volumes or file boxes are unlabeled, no labeling is indicated.

5. Title line cross references are used to complete series for records kept separately for a period of time, and in other records for different periods of time. They are also used in all artificial entries - records which must be shown separately under their own proper office or section heading even though they are kept in files or records appearing elsewhere in the inventory. In both instances, the description of the master entry shows the title and entry number of the record from which the cross reference is made. Dates shown in the description of the master entry are only for the part or parts of the record contained therein, and are shown only when they vary from those of the master entry.

6. Separate third paragraph cross references from entry to entry, and "see also" references under subject headings, are used to show prior, subsequent, or related records which are not part of the same series.

7. Unless the index is self-contained, an entry for the index immediately follows its record entry. Cross references are given for exceptions to this rule.

8. Records may be assumed to be in good condition unless otherwise indicated.

9. On maps and plat records, the names of author, engraver, and publisher, and information on scale have been omitted only when these data were not ascertainable.

10. Unless otherwise specified, all records are located in the county courthouse.



## I. COUNTY BOARD

In Illinois, the county board is that body which exercises the corporate or politic power of the county. In Jackson County since 1819<sup>1</sup> four bodies have successively acted as a county board: the county commissioners' court, the county court, the board of supervisors, and the board of county commissioners.

The Constitution of 1818 provided that there should be elected in each county, for the purpose of transacting all county business, three commissioners whose term of service, powers, and duties should be regulated and defined by law.<sup>2</sup> The first General Assembly denominated the commissioners a court of record, styled the county commissioners' court.<sup>3</sup> Four annual sessions were required to be held for six days each, unless the business should be completed sooner; additionally, any one of the commissioners had power, upon giving five days' notice to the remaining commissioners and the clerk of the court, to call a special session which had the same authority as a regular session.<sup>4</sup> The first commissioners were elected for an irregular term;<sup>5</sup> subsequently, it was provided that they should be elected at each biennial general election;<sup>6</sup> and in 1837, the term

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1. Jackson County was created in 1816 when Illinois was still under territorial law (Territorial Laws 1815-16, p. 62). At that time, county affairs were administered by a county court consisting of three judges appointed and commissioned by the governor (Pope's digest, p. 346). This body possessed no judicial powers and was succeeded in 1818 by a "Justices' Court" composed of all the justices of the peace in the county, three of whom constituted a quorum to do business. The court held three terms annually and was granted the same powers and jurisdiction in cases relating to public roads and highways, county taxes, elections and other concerns of the county, formerly vested in the county court. The law also provided for the appointment, by the Governor, of a clerk whose duties included the recording of all decrees, judgments, and orders of the Justices' Court (Territorial Laws 1817-18, p. 90-2).
  2. Constitution of 1818, Schedule, sec. 4.
  3. L.1819, p. 175.
  4. Ibid., p. 175,176.
  5. Ibid., p. 100. The commissioners were to continue in office from the election held on the following fourth Monday in April (1819) until the first Wednesday in August 1820, and until their successors were elected and qualified. Not until 1821 was provision made for the election of such successors (see footnote 6).
  6. L.1821, p. 80.



was lengthened to three years and staggered, with one new commissioner elected annually.<sup>1</sup> Thereafter, the commissioner who was longest in office was to be recognized as the presiding officer of the court.<sup>2</sup> Compensation, originally set at the sum of two and one-half dollars for each day's attendance in holding court,<sup>3</sup> later was reduced to one and one-half dollars.<sup>4</sup> In 1821 provision was made for the removal of commissioners for mal-feasance or non-feasance of duties, with proceedings as in criminal cases;<sup>5</sup> when the first criminal code was enacted in 1827, the penalty was modified to a fine of not more than \$200, with removal from office only upon recommendation of the jury.<sup>6</sup> Vacancies resulting from any cause were filled by special election upon order of the clerk of the court to the district judges of election.<sup>7</sup>

In 1848 when the State of Illinois adopted a new constitution, the county commissioners' court was discontinued. In its place, the constitution provided for an administrative body to be composed of an elected officer, the county judge, and such number of justices of the peace as should be required by law.<sup>8</sup> In the following legislative session, the General Assembly provided for the election of two justices of the peace to sit with the county judge to transact county business.<sup>9</sup> Their term of office, like that of the county judge, was set at four years.<sup>10</sup> This body, styled the county court, was required to hold four sessions annually and when so sitting, had all power, jurisdiction, and authority formerly conferred upon the county commissioners' court.<sup>11</sup> The compensation of the county judge was originally set at two and one-half dollars for every day of holding court.<sup>12</sup> In 1855 the amount was increased to three dollars.<sup>13</sup>

The new constitution also directed the General Assembly to provide, by general law, for a township organization under which any county might

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1. R.L.1837, p. 103,104. In 1838, to initiate the new procedure, three commissioners were elected; by lot, they held office respectively for one, two, and three years.
  2. Ibid., p. 104.
  3. L.1819, p. 176.
  4. R.L.1827, p. 205.
  5. L.1821, p. 20-22. Conviction further carried disqualification from holding office for one year.
  6. R.L.1827, p. 145.
  7. R.L.1837, p. 104. No election was required to be held if the term of the commissioner vacating office would have expired within six months from the date of vacancy.
  8. Constitution of 1848, Art. V, sec. 16,17,19.
  9. L.1849, p. 65,66.
  10. Constitution of 1848, Art. V, sec. 17. L.1849, p. 62,65,66.
  11. L.1849, p. 65.
  12. Ibid., p. 63.
  13. L.1855, p. 181.



organize whenever a majority of the voters in the county should so determine.<sup>1</sup> By provision of the subsequent enabling acts,<sup>2</sup> a board of supervisors, whose members were to be elected one in each township annually,<sup>3</sup> was created to transact all county business in counties adopting township organization.<sup>4</sup> The board of supervisors was to meet for one regular session a year with the provision that special meetings might be held when convenient.<sup>5</sup> The board members were compensated at the rate of two dollars a day,<sup>6</sup> and a fine was provided in the sum of \$250, for refusal to perform, or neglect of duties.<sup>7</sup>

For twenty-three years Jackson County was governed by a county court, not electing township organization until 1872. By that time Illinois had adopted a new constitution which, while continuing township organization, had provided for a different form of county board to supplant the county court as an administrative body.<sup>8</sup> This board was to consist of three officers, styled county commissioners, elected for three-year terms from the county at large,<sup>9</sup> and by subsequent legislation, was given all powers, jurisdiction, and authority formerly vested in the county court when acting in its administrative capacity.<sup>10</sup> It was provided that the board hold five sessions annually, and that a chairman be elected at the first meeting. Special sessions could be called by the chairman or any two members of the board whenever the business of the county necessitated such action. After three years of township organization, Jackson County in 1875 changed to the commissioner form of government; abandoned it for township organization in 1878; reverted to the commissioner form in 1883; and in 1885, re-elected

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1. Constitution of 1848, Art. VII, sec. 6.
  2. L.1849, p. 190-224; L.1851, p. 35-78. The later law repealed and was a complete substitute for the earlier, but so far as their effect on the sphere of county government is concerned, there was almost no difference between the two.
  3. L.1851, p. 38.
  4. Ibid., p. 50-52.
  5. Ibid., p. 51. In 1861 it was provided that special meetings could be called upon request of one-third of the members of the board (L.1861, p. 236). Since 1899 two regular meetings have been required of the board (L.1899, p. 363).
  6. L.1861, p. 238.
  7. L.1849, p. 203,204. Subsequent legislation reduced the fine to \$50 and added the more frequent penalty for misfeasance, disqualification from office (R.S.1874, p. 1080).
  8. Constitution of 1870, Art. X, sec. 6.
  9. The terms were staggered to permit the election of one new commissioner every year. To inaugurate the procedure, the first commissioners were to draw lots to determine the length of their respective terms. Constitution of 1870, Art. X, sec. 6; L.1873-74, p. 79, 80.
  10. L.1873-74, p. 79.



township organization, retaining that type of government ever since. Therefore, for a period of thirteen years, from 1872 to 1885, the administration of county affairs in Jackson County was vested alternately in a board of supervisors and a board of county commissioners. At present, the former body transacts the business of the county. Since 1874, population has been recognized as a factor in local representation on the board of supervisors. In that year, each town or city, besides its regular supervisor, became entitled to one assistant supervisor if it had four thousand or more inhabitants, two if sixty-five hundred, and one more for every additional twenty-five hundred.<sup>1</sup> The assistant supervisors, whose terms run concurrently with those of the regular supervisors,<sup>2</sup> have no power or duties as town officers, but are members of the county board and enjoy the same powers and rights as other members.<sup>3</sup> The population requirements in this respect have since changed, but have not affected Jackson County.<sup>4</sup> At present its board of supervisors has twenty-one members. The term of office of supervisors, lengthened in 1925 to two years,<sup>5</sup> was further extended in 1931 to four years.<sup>6</sup> Compensation was increased from two dollars to five dollars a day in 1919,<sup>7</sup> lowered to four in 1933,<sup>8</sup> and raised again to five in 1937,<sup>9</sup> with an allowance of five cents per mile for necessary travel.

In contrast to the legal status of the county board, its functions have undergone little change since the beginning of statehood, the development being merely one of accretion and increasing complexity of duties within a well-defined and nearly static sphere of authority and jurisdiction. The law establishing the county commissioners' court conferred upon it jurisdiction in all matters concerning county revenue.<sup>10</sup> Of this basic provision, nearly all other statutory powers of the court can be considered extensions; some, enunciated in the same law, already show such a legislative viewpoint. The court was given power to regulate and impose the county tax, and to grant such licenses as might also bring in a revenue; additionally, it was given authority over all public roads, canals, turnpike roads,

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1. R.S.1874, p. 1075.
  2. L.1933, p. 1115.
  3. R.S.1874, p. 1080; L.1925, p. 605; L.1929, p. 774; L.1931, p. 905, 907; L.1933, p. 1115.
  4. In 1931 a different set of population requirements was applied in counties of 100,000 or more inhabitants (L.1931, p. 908). Two years later the differentiating figure was reduced to 90,000 (L.1933, p. 1116). Jackson County with its population of 35,680, according to the 1930 U.S. Census, was not affected at either time.
  5. L.1925, p. 605.
  6. L.1931, p. 905.
  7. L.1919, p. 569.
  8. L.1933, p. 615.
  9. L.1937, p. 601.
  10. L.1819, p. 175.



and toll bridges.<sup>1</sup> Other legislation by the first General Assembly gave the court power to buy and sell lots whereon to erect county buildings and to contract for their construction;<sup>2</sup> later, in the case of the courthouse at least, the court was declared to have care and custody of the property and the right to make certain disposition of it.<sup>3</sup> Care of the indigent was also made a function of the court; it was required to make appropriations, to be levied and collected in the same manner as other county revenue, for their support. As an extension of this fiscal function, it was required to appoint an overseer of the poor in every township and establish a county poorhouse if necessary.<sup>4</sup> Fiscal control over school lands was exercised at first solely through the court's power of appointment of the trustees of school lands;<sup>5</sup> after the creation of the office of county school commissioner,<sup>6</sup> firmer control was effected through the medium of reports which the commissioner was required to submit to the court.<sup>7</sup> By the terms of another early provision, a significant precursor of many similar ones to be found in more recent years, the court also had authority to examine the full accounts of the commissioner.<sup>8</sup> Other aspects of government which, if farther removed from the fiscal core, come early into this jurisdictional sphere, are elections and juries. With regard to the former, the court was authorized to establish election precincts,<sup>9</sup> appoint judges of election,<sup>10</sup> and allow compensation to election officials for services and stationery.<sup>11</sup> Its duty with regard to juries was relatively simple; it was required to select two panels each of petit and grand jurors. The former were required to be enrolled on the list of taxable inhabitants; the latter, only to be freeholders or householders.<sup>12</sup> The court's early and brief jurisdiction over probate matters<sup>13</sup> is not part of its history as a county board.

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1. L.1819, p. 175.
  2. Ibid., p. 237,238.
  3. L.1843, p. 128.
  4. L.1819, p. 127; L.1839, p. 138,139.
  5. R.L.1827, p. 365.
  6. R.L.1829, p. 150.
  7. L.1831, p. 175; R.S.1845, p. 500,501.
  8. L.1831, p. 175.
  9. L.1821, p. 74. There was in this law and many of those following, limit to the number of precincts which could be established. See L.1825, p. 168; R.L.1827, p. 255; R.L.1829, p. 54; L.1835, p. 141. Prior to 1821, each township was declared by statute to constitute an election district (L.1819, p. 90).
  10. L.1819, p. 90.
  11. Ibid., p. 99.
  12. Ibid., p. 255; L.1823, p. 182.
  13. L.1819, p. 19-22,223-30,301; L.1821, p. 119,121.



The substitution of the county court for the county commissioners' court produced no important changes in the sphere of government; neither the second constitution nor the enabling legislation made any original pronouncements with regard to the powers or duties of the former.

The revised law on township organization, in the main, only made more inclusive and definite the powers of the board.<sup>1</sup> The board was given capacity to purchase and hold any land within the county, for whatever purpose with only the requirement that it be for the use of the inhabitants; it was also given authority to make such contracts, and to purchase and hold such personal property as might be necessary to the exercise of its powers; moreover, it could make such orders for the disposition, regulation, or use of the corporate property as might seem to the interest of the inhabitants.<sup>2</sup> Explicit also, was the authority to audit all claims against the county, and the accounts of such officers as were not otherwise provided for by law.<sup>3</sup> The board was also given power to appropriate funds for the construction of roads and bridges in any part of the county whenever a majority of the whole board might deem it proper and expedient; otherwise, the town highway commissioners had charge of the levying of road taxes.<sup>4</sup>

From the enabling legislation of the present constitutional period is drawn the following brief statement of the principal functions of the county board:

1. The purchase, sale, and custody of the real and personal property of the county.
2. Examining and settling accounts against the county.
3. Issuing orders on the county treasury in pursuance of its fiscal administration.
4. Examining accounts concerning the receipts and expenditures of county officers.
5. Supervision of elections, schools, and the selection of juries; construction and maintenance of roads and bridges; care of the indigent, infirm, and disabled.
6. Appropriating funds necessary to the effecting of its functions; raising such sums through taxation; and in general, the management of county funds and county business.<sup>5</sup>

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1. The Act of Feb. 17, 1851, previously cited. L.1851, p. 35-78.
  2. L.1851, p. 50.
  3. Ibid., p. 51.
  4. Ibid., p. 51, 64-67.
  5. R.S.1874, p. 306.



At all times the county board has had a clerk who has served it in a ministerial capacity. The legal status of that officer, however, has varied considerably. The law creating the county commissioners' court provided that it should have a clerk, and gave it the power to appoint him.<sup>1</sup> In 1837 the clerk became an elective officer with a term of four years;<sup>2</sup> this was reduced to two years not long after.<sup>3</sup> Bond was set by the original law in the sum of \$1,000.<sup>4</sup> The clerk had power to appoint deputies, for whose conduct he was responsible.<sup>5</sup> The principal officer, however, could be removed by the county commissioners' court;<sup>6</sup> which also fixed his compensation for attending court and could allow him additionally, as an ex-officio fee, a sum not exceeding twenty dollars.<sup>7</sup>

With the succession of the county commissioners' court by the county court, the office of clerk of the former body ceased to exist. A new office was created by statute, that of clerk of the county court, with term set at four years and bond in the sum of \$3,000.<sup>8</sup> When the court sat for the transaction of county business, its clerk was in effect a clerk of a county board; legal recognition of this distinction was given in the provision that the clerk should keep, in a separate set of books, the proceedings of the court when acting on county business, and in like manner segregate business papers from judicial.<sup>9</sup> The adoption of township government by Jackson County did not alter the material situation; the clerk of the county court was required to act as the ministerial officer of the board of supervisors.<sup>10</sup>

In 1874, however, a new legal situation was created by the abolishment of a separate office of clerk of the county court and the establishment of the office of county clerk. The latter office had been created by constitutional proviso, which also made it elective with a term of four years.<sup>11</sup> By an act of the following General Assembly, it was provided that the county clerk should also be ex-officio clerk of the

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1. L.1819, p. 175. Term of office was not specified; presumably it was not set until 1821, when it was fixed at two years (see footnote 5, p. 51).
  2. L.1837, p. 49.
  3. L.1845, p. 28. The reduction in term, however, was not to take effect until 1847.
  4. L.1819, p. 176, 177.
  5. L.1831, p. 49.
  6. R.S.1845, p. 131.
  7. R.L.1829, p. 141.
  8. L.1849, p. 63, 64.
  9. Ibid., p. 66.
  10. Ibid., p. 203.
  11. Constitution of 1870, Art. X, sec. 8.



county court and act as clerk for the county board, in that capacity succeeding the former officer of the court.<sup>1</sup> Bond was required in a sum set by the county board, and covered the actions of the clerk in each of his several capacities.<sup>2</sup>

The major record kept by the clerk for the county board is the minutes of its proceedings. This heterogeneous record includes orders to issue warrants on the county treasury; the board's consideration of the action on reports of committees of its members on roads and bridges, indigent and infirm relief, schools, taxation, etc.; and its orders in regard to juries, licenses, and other matters within its jurisdiction.<sup>3</sup>

The clerk also keeps, separately, a register of orders issued on the county treasury and lists of jury venire; files and preserves all bills of accounts acted on by the board; and has custody of reports required to be made to the board by the county treasurer, various school bodies, and a number of county officers.<sup>4</sup> An obligation to preserve a multiplicity of other records is clearly set forth in the general provision requiring the clerk to have the care and custody of all papers appertaining to, as well as filed in his office.<sup>5</sup>

Proceedings of Board

1. PROCEEDINGS OF COUNTY BOARD, 1846--. 91 f.b. (11-191). Prior records have been destroyed.

Files of papers of the county board in its various forms, including roll calls, reports of committees, resolutions, appointments of committees and deputies, claims presented, applications for relief of blind, bills, receipts and expenditures, financial statements, county budget, and tax levies. Also contains (Road Petitions and Plats), 1871--, entry 35; (Reports of County Officials), 1846-71, entry 43; and (Town Officers Elected), 1846-71, entry 93. Arr. chron. For index, see entry 47. Hdw. and hdw. on pr. fm. 11 x 5 x 18. F.b. 11-184, 1846-1934, co. clk.'s east vlt., bsmt.; f.b. 185-191, 1935--, co. clk.'s vlt., 1st fl.

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1. R.S.1874, p. 260,273.
2. Ibid., p. 321.
3. L.1819, p. 5,6,28,77,127,334,335,352; L.1823, p. 145,148; L.1826, p. 130,131; R.L.1829, p. 126,132-37,151-53; L.1831, p. 89,90; L.1835, p. 131,132,136; L.1839, p. 71,72; R.S.1845, p. 287,342, 403,437; L.1849, p. 66; L.1861, p. 234-37; R.S.1874, p. 323.
4. L.1819, p. 201,315; L.1825, p. 147; R.L.1827, p. 366; L.1845, p. 169; R.S.1845, p. 136; L.1861, p. 237; R.S.1874, p. 325.
5. R.S.1874, p. 322.



2. SUPERVISORS' RECORD, 1823--. 18 v. (2 not labeled, D, D-G, 1-11). Missing: 1841-42. Title varies: County Commissioners' Court Record, 2 not labeled, 1823-40; County Court Record, D, D, E, 1843-February 1871; County Commissioners' Record, F, G, March 1871-March 1872, February 1875-April 1878, February 1883-April 1885.

Record of proceedings of county board, showing minutes of meetings, tax levies, bills and claims, liquor and other licenses, jury lists, road plats, petitions to levy general and school taxes, lists of special assessments, resolutions to adopt laws, appointment of committees and deputy officers, paupers' aid accounts, and accounts of county budget, reports by committees on jail, roads and bridges, and fees and salaries, election returns, and special election notices. Volume D consists of commissioners' court record only to December 1849; from 1850 on, consists of county court record. This county was under the township form of government from April 1872-January 1875, May 1878-January 1883, and May 1885--, and supervisors' records for all of these periods are found in volumes 1-11. Each time a change was made to the commission form of government, the recording of proceedings reverted to volumes F and G, and each change back to township form of government, reverted to volume 1 until 1885 when the last change to the township plan was made, starting with volume 2. Also contains County Claims Allowed, 1878--, entry 6; Report Mines and Mining Committee, 1887-1907, entry 37; Report Public Building Committee, 1872-1912, entry 38; Reports of Election Committee, 1910-12, entry 39; Report of County Farm Committee, 1872-1912, entry 40; Fees and Salaries Committee (Reports), 1872-1912, entry 41; Report of Printing Committee, 1874-1912, entry 42; and County Officers' Report Record, 1823-94, 1906--, entry 44. Arr. chron. 1823-65, 1906--, no index; for index, 1866-99, see entry 3; 1900-1905, indexed alph. by subject. 1823-1905, hdw.; 1906--, typed. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

3. INDEX TO SUPERVISORS' RECORD, 1866-99. 3 v. (A-C).  
Discontinued. Title varies: Index to County Board Records;  
Index to County Court Records.

Index to Supervisors' Record, entry 2, showing date, title of subject, and book and page of entry. Arr. alph. by title of subject. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. V. A, 1866-79, C, 1889-99, co. clk.'s east vlt., bsmt.; v. B, 1880-88, co. clk.'s vlt., 1st fl.

4. MINUTES OF COUNTY BOARD, 1886--. 4 v. (B-E).

Minutes of the meetings of the board of supervisors, showing reports of committees, resolutions, appointments, claims presented, action taken, names of supervisors present, and date of meetings. Arr. chron. Indexed alph. by subject. Hdw. 600 p. 18 x 13 x 3. V. B, C, 1886-1922, co. clk.'s east vlt., bsmt.; v. D, E, 1923--, co. clk.'s vlt., 1st fl.

For additional minutes of meetings, see entry 2.



County Board - Disposition of Accounts

Disposition of Accounts

Appropriations (See also entries 330, 372)

5. TRANSFER COUNTY CLERK'S CASH ACCOUNT WITH COUNTY TREASURER, 1933--. 2 v. Prior records cannot be located.

Appropriation ledger showing amount of appropriation for each fund, date, number, amount of warrants issued, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 18 x 2. Co. clk.'s vlt., 1st fl.

Bills and Claims (See also entries 1, 2, 4, 373-378)

6. COUNTY CLAIMS ALLOWED, 1843-77. 3 v. (2 not numbered, 2). 1878-- in Supervisors' Record, entry 2.

Lists of county claims allowed, showing name of claimant, and date, amount, and purpose of claim. Arr. chron. No index. Hdw. 1843-58, binding, writing, and paper, poor. 500 p. 16 x 12 x 2½. Co. clk.'s east vlt., bsmt.

7. IN ACCOUNT WITH STATE INSTITUTIONS, 1869-1908. 1 v. Discontinued.

Record of amounts claimed by state institutions for care of inmates, showing name and sex of inmate, dates of commitment and discharge, amount of claim, to whom order issued, and date and amount of payment. Arr. chron. No index. Hdw. under pr. hdgs. 500 p. 18 x 13 x 2½. Co. clk.'s vlt., 1st fl.

Registers of County Orders (See also entries 330-333)

8. REGISTER OF COUNTY WARRANTS, 1843-1926. 10 v. (3 not lettered, B-E, E-G). Discontinued. Title varies: Register of County Orders.

Register of county warrants issued, showing date, number, and amount of warrant, names of recipient and fund drawn upon, and date of cancellation. Arr. chron. No index. Hdw. under pr. hdgs. 400 - 600 p. 18 x 12 x 2 - 18 x 13 x 3. 3 v. not lettered, v. B-E, 1843-1912, co. clk.'s east vlt., bsmt.; v. F, G, 1913-26, co. clk.'s vlt., 1st fl.

9. SALARY LEDGER (Register of Salary Orders), 1902-3. 1 v. Discontinued.

Ledger of salaries paid county officers, showing date, number, and amount of warrant, and to whom paid. Arr. chron. No index. Hdw. 400 p. 12 x 8 x 4. Co. clk.'s east vlt., bsmt.



10. REGISTER OF ORDERS OF BIG LAKE DRAINAGE, 1895-96. 1 v. 1891-94, 1897-- in Drainage Record - Big Lake, entry 394. Register of orders of the Big Lake drainage district, showing date, number, amount, and purpose of order, name of recipient, and date of cancellation. Arr. chron. No index. Hdw. 50 p. 10 x 10 x  $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

Cancelled County Orders (See also entries 318, 379, 380)

11. CANCELLED COUNTY WARRANTS, 1909--. 30 f.b. Prior records destroyed. Cancelled warrants showing date, number, amount, and purpose of warrant, to whom issued, and date of cancellation. Arr. by warrant no. No index. Hdw. on pr. fm. 11 x 5 x 14. Co. clk.'s vlt., 1st fl.

12. COUNTY WARRANTS, 1860--. 46 v. Missing: 1868-71, 1874-76, 1880-81, 1885. Stubs of county warrants, showing date, amount, number, and purpose of warrant, and names of recipient and fund drawn upon. Contains Jury Certificates, 1872-73, entry 13; Witness Affidavits (Fees), 1872-95, entry 14; County Highway Warrants, 1923-32, entry 15; Relief of Blind Warrants, 1916-36, entry 16; Mothers' Pension Warrants, 1914-36, entry 17, and County Warrants for Births and Deaths, 1929--, entry 18. Arr. by warrant no. No index. Hdw. on pr. fm. 400 p. 18 x 12 x 2. 44 v., 1860-1935, co. clk.'s east vlt., bsmt.; 2 v., 1936--, co. clk.'s vlt., 1st fl.

13. JURY CERTIFICATES, 1874--. 8 v. Missing: 1908-15. 1872-73 in County Warrants, entry 12. Stubs of jury certificates issued for fees, showing date, number, and amount of certificate, name of recipient, and date of cancellation. Arr. chron. No index. Hdw. on pr. fm. 200 p. 18 x 12 x 2. 7 v., 1874-1927, co. clk.'s vlt., 1st fl.; 1 v., 1928--, co. clk.'s off., 1st fl.

14. WITNESS AFFIDAVITS (Fees), 1896--. 7 v. 1872-95 in County Warrants, entry 12. Stub record of warrants issued in payment for witness services, showing date, amount, and number of warrant, name of recipient, and date of cancellation. Arr. by warrant no. No index. Hdw. on pr. fm. 200 p. 16 x 12 x 2. 5 v., 1896-1924, co. clk.'s east vlt., bsmt.; 2 v., 1925--, co. clk.'s vlt., 1st fl.

15. COUNTY HIGHWAY WARRANTS, 1933--. 2 v. 1923-32 in County Warrants, entry 12. Stubs of county highway warrants, showing name of recipient, date, number, amount, and purpose of warrant, and date of payment. Arr. chron. No index. Hdw. on pr. fm. 200 p. 18 x 12 x 2. 1 v., 1933-35, co. clk.'s east vlt., bsmt.; 1 v., 1936--, co. clk.'s vlt., 1st fl.



16. RELIEF OF BLIND WARRANTS, 1937--. 1 v. 1916-36 in County Warrants, entry 12.

Stubs of warrants issued for relief of blind, showing date, amount, and number of warrant, name of recipient, date of payment, and signature of receiver. Arr. by warrant no. No index. Hdw. on pr. fm. 400 p. 18 x 12 x 2. Co. clk.'s off., 1st fl.

17. MOTHERS' PENSION WARRANTS, 1937--. 1 v. 1914-36 in County Warrants, entry 12.

Stubs of county warrants issued for mothers' pensions, showing date, number, and amount of warrant, to whom issued, and date and amount of payment. Arr. by warrant no. No index. Hdw. on pr. fm. 400 p. 18 x 12 x 2. Co. clk.'s off., 1st fl.

18. COUNTY WARRANTS FOR BIRTHS AND DEATHS, 1902-28. 2 v. 1929-- in County Warrants, entry 12.

Stubs of warrants issued for births and deaths reported, showing number, date, and amount of warrant, to whom issued, and date of cancellation. Arr. by warrant no. No index. Hdw. on pr. fm. Binding poor. 400 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.

19. GROUND HOG WARRANTS, 1907-17. 1 v. Discontinued.

Stubs of bounty warrants issued for killing ground hogs, showing number, amount, and date of warrant, to whom issued, and number of ground hogs killed. Arr. by warrant no. No index. Hdw. on pr. fm. 400 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.

20. CROW BOUNTY WARRANTS, 1907-10. 1 v. Discontinued.

Stubs of warrants issued for killing crows, showing number, date, and amount of warrant, and name and signature of recipient. Arr. chron. No index. Hdw. on pr. fm. 400 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.

21. COUNTY WARRANTS ENGLISH SPARROWS, 1891-1901. 1 v. Discontinued.

Stubs of warrants issued for killing English sparrows, showing number, date, and amount of warrant, and name and signature of recipient. Arr. chron. No index. Hdw. on pr. fm. 400 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.

Pensions Funds and Applications (See also entries 1, 16, 17, 208, 209)

22. REGISTER OF APPLICATIONS FOR BLIND RELIEF, 1916--. 1 v. (1).  
Prior records cannot be located.

Register of applications for blind relief, showing name and residence of applicant, date of examination, amount allowed, and remarks. Arr. chron. Indexed alph. by name of applicant. Hdw. under pr. hdgs. 300 p. 16 x 12 x 2. Co. clk.'s off., 1st fl.



23. MOTHERS' PENSION ACCOUNT, 1920--. 1 v. (1):  
Account of pensions paid to mothers, showing names of mother and children,  
date of decree, amount allowed, and date, number, and amount of order.  
Arr. chron. Indexed alph. by name of mother. Hdw. under pr. hdgs. 500 p.  
16 x 12 x 2. Co. clk.'s off., 1st fl.

Management of County Property and Roads

Proposals, Bids, and Contracts

24. (COURT HOUSE AND JAIL BUILDING CONTRACTS), 1858-1928. In  
Miscellaneous Files (County Clerk), entry 123.  
Original contracts for courthouse 1858, vault repairing and remodeling  
1870, jail building 1893, and combined courthouse and jail 1928, show-  
ing names of contractors, date and amount of bids and contracts, amounts  
and obligations of contractors' bonds, and material specifications. Hdw.  
on pr. fm.

25. (PLANS OF COURT HOUSE), 1855. In Miscellaneous Files (Circuit  
Clerk), entry 307.  
Plans for Jackson County courthouse, showing size and dimensions of build-  
ing, location of offices, vaults, windows, doors, and stairways, and date  
of filing.

Bond Issues

26. COURTHOUSE BOND ISSUE RECORD (Register), 1927--. 1 v.  
Register of bonds issued for construction of new courthouse, showing name  
of bondholder, date, number, and amount of bond, dates of issue and ma-  
turity, rate of interest, and dates and manner payable. Arr. by bond no.  
No index. Hdw. under pr. hdgs. 100 p. 18 x 14 x 1. Treas.'s vlt., 1st fl.

27. REGISTER OF SCHOOL BONDS, 1927--. 1 v. (1). Prior records can-  
not be located.  
Register of bonds issued for school purposes, showing name and number of  
school district, date, number, purpose, amount, interest rate, and date  
of maturity of bond, date of registration, and remarks. Also contains  
Register Road and Bridge Bonds, entry 29. Arr. chron. Indexed alph. by  
name of school district or typ. Hdw. under pr. hdgs. 300 p. 16 x 12 x 1 1/2.  
Co. clk.'s vlt., 1st fl.

28. BOND REGISTER, 1879-1901. Discontinued.  
Register of bonds issued by county, showing date, number, and amount of  
bond, interest, and final payments. Arr. chron. No index. Hdw. under  
pr. hdgs. 300 p. 16 x 12 x 1 1/2. Co. clk.'s vlt., 1st fl.



County Board - Management of  
County Property and Roads

- 29. REGISTER ROAD AND BRIDGE BONDS, 1920-26. 1 v. Prior records cannot be located. 1927-- in Register of School Bonds, entry 27.

Register of bonds issued for road and bridge purposes, showing name of township issuing bond, number, date, and amount of bond, rate of interest, and date of maturity. Arr. chron. No index. Hdw. under pr. hdgs. 160 p. 16 x 12 x 1. Co. clk.'s vlt., 1st fl.

- 30. LOAN BOOK NOTES AND BONDS, 1853-91. 2 v. Discontinued.

Record of funds loaned and bonds purchased from district school fund, showing to whom loaned, title of bond, date and amount of loan and bond, rate of interest, description of securities, and dates of maturity and payment. Arr. chron. No index. Hdw. under pr. hdgs. 200 p. 12 x 8 x 1. Co. clk.'s east vlt., bsmt.

Insurance

- 31. INSURANCE POLICIES, 1928--. 1 f.b. Prior records destroyed.

Insurance policies covering county buildings, showing names of insurance company and building insured, amounts of policy and premium, and dates of issue and expiration. Arr. chron. No index. Hdw. on pr. fm. 4 x 5 x 18. Co. clk.'s vlt., 1st fl.

Motor Fuel Tax Allotments and Road Transactions (See also entries 364-387)

- 32. SECTION ONE, JACKSON COUNTY, 1932. 36 maps.

Maps of motor-fuel-tax roads submitted to county board, showing section and township, property survey, railroad, telephone, and telegraph lines, elevations, culverts, bridges, and roads. Author, Thomas G. Dunn, surveyor. Published in Murphysboro, Illinois. Blueprint. 1 in. to  $\frac{1}{4}$  mi. 36 x 24. Co. clk.'s east vlt., bsmt.

- 33. PLANS PROPOSED FOR STATE AID ROADS, 1915-16. 36 plans.

Plans covering construction details on proposed state-aid-fund roads, submitted to county board, showing locations of road and right of way, elevations, railroad crossings, shoulders, culverts, and telephone and telegraph lines. Author, J. E. DeMuth. Published in Springfield, Illinois. Blueprints. 36 x 24. Co. clk.'s east vlt., bsmt.

Sales of School Lands (See also entry 161)

- 34. RECORD OF LIST OF SALES OF SCHOOL LANDS, 1836-69. 2 v. Discontinued.

List of school lands sold by school commissioners, showing date, name of purchaser, legal description of property, amount of sale, and acreage. Arr. chron. No index. Hdw. 150 p. 12 x 8 x 1. Co. clk.'s east vlt., bsmt.



Petitions and Correspondence (See also entry 2)

- 35. (ROAD PETITIONS AND PLATS), 1843--. 1843-70 in Miscellaneous Files (County Clerk), entry 123; 1871-- in Proceedings of County Board, entry 1.

Petitions to county board for new roads, improvement of all old roads with plats attached outlining new road or road to be improved, showing names of petitioners, date of petition, and location of improvement. Hdw. on pr. fm. and hdw.

Reports to Board  
(See also entries 1,2,4)

- 36. (REPORTS ON CONDITION OF JAIL), 1851--. In Miscellaneous Files (Circuit Clerk), entry 307.

Reports by buildings committee to county board on sanitary conditions and condition of jail building, including recommendations for necessary repairs and other changes.

- 37. REPORT MINES AND MINING COMMITTEE, 1908--. 3 v. 1887-1907 in Supervisors' Record, entry 2.

Record of itemized reports by mines and mining committee of claims allowed, showing name of claimant, and date, purpose, and amount of claim. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 16 x 12 x 1. 2 v., 1908-22, co. clk.'s east vlt., bsmt.; 1 v., 1923--, co. clk.'s vlt., 1st fl.

- 38. REPORT PUBLIC BUILDING COMMITTEE, 1913--. 4 v. 1872-1912 in Supervisors' Record, entry 2.

Record of itemized reports by public building committee of claims allowed, showing to whom allowed, number, date, amount, and purpose of claim, and names of committee. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 16 x 12 x 1. 3 v., 1913-34, co. clk.'s east vlt., bsmt.; 1 v., 1935--, co. clk.'s vlt., 1st fl.

- 39. REPORTS OF ELECTION COMMITTEE, 1913--. 6 v. 1910-12 in Supervisors' Record, entry 2.

Record of reports of election committee, showing date, names of members, judges, and clerks of election, amount of election expenses, and date of payment. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 16 x 12 x 1. 5 v., 1913-34, co. clk.'s east vlt., bsmt.; 1 v., 1935--, co. clk.'s vlt., 1st fl.

- 40. REPORT OF COUNTY FARM COMMITTEE, 1913--. 3 v. 1872-1912 in Supervisors' Record, entry 2.

Record of county farm committee's itemized reports of claims allowed, showing date, amount, to whom allowed, and nature of claim. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 16 x 12 x 1. 2 v., 1913-28, co. clk.'s east vlt., bsmt.; 1 v., 1929--, co. clk.'s vlt., 1st fl.



- 41. FEES AND SALARIES COMMITTEE (Reports), 1913--. 3 v. 1872-1912 in Supervisors' Record, entry 2.

Record of itemized reports of fees and salaries committee, showing date, amount, number, and purpose of claim, and name of claimant. Arr. chron. No index. Hdw. under pr. hdgs. 350 p. 16 x 12 x 2. 2 v., 1913-27, co. clk.'s east vlt., bsmt.; 1 v., 1928--, co. clk.'s vlt., 1st fl.

- 42. REPORT OF PRINTING COMMITTEE, 1913--. 3 v., 1874-1912 in Supervisors' Record, entry 2.

Record of reports of printing committee on claims allowed for printing and office supplies, showing date, number, amount, and purpose of claim, and name of claimant. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 16 x 12 x 1. 2 v., 1913-28, co. clk.'s east vlt., bsmt.; 1 v., 1929--, co. clk.'s vlt., 1st fl.

- 43. (REPORTS OF COUNTY OFFICIALS), 1846--. 1846-71 in Proceedings of County Board, entry 1; 1872-- in Miscellaneous Files (County Clerk), entry 123.

County officers' annual reports to county board, showing itemized lists of receipts and expenditures and balance available for each account, name of officer, and date of report. Hdw. and typed.

- 44. COUNTY OFFICERS' REPORT RECORD, 1895-1905. 1 v. 1823-94, 1906-- in Supervisors' Record, entry 2.

Record of semiannual reports of county officials' receipts and expenditures, showing date, name of official, nature of service, and amounts of fees, total receipts, expenditures, and balance. Arr. chron. Indexed alph. by name of official. Hdw. on pr. fm. 500 p. 18 x 13 x 2½. Co. clk.'s east vlt., bsmt.

- 45. (COLLECTOR'S REPORT ON LANDS), 1845. In Miscellaneous Files (Circuit Clerk), entry 307.

Collector's report to county board on taxable lands, showing name of owner, legal description and location of property, value of property, and amount of tax.

Jury Lists

(See also entries 2,13,181,195,263,  
264,269,286,290-292,317,318)

- 46. REGISTER OF JURORS, 1872--. 3 v. (1 not numbered, 1, 1 not numbered).

Register of grand and petit jurors, showing names of jurors, term date, mileage, and amount of fees. Arr. chron. Indexed alph. by name of juror. Hdw. under pr. hdgs. 300 p. 17 x 14 x 1½. 1 v. not numbered, v. 1, 1872-1917, co. clk.'s east vlt., bsmt.; 1 v. not numbered, 1918--, co. clk.'s vlt., 1st fl.



## II. COUNTY CLERK

Forerunner of the present county clerk was the clerk of the county commissioners' court. This court, was the county administrative body in Jackson County from 1819 to 1849.<sup>1</sup> The Constitution of 1848 and laws of 1849 created a new judicial branch of county government presided over by the county judge and entitled the "county court," and provided for the quadrennial election of a "clerk of the county court."<sup>2</sup> In addition to his duties as clerk of the judicial court, the incumbent was also to act as clerk of the administrative branch of government which consisted of the county judge and two justices of the peace sitting at special terms. In 1872 Jackson County adopted the township form of government necessitating the election of a board of supervisors to supplant the county court as the county administrative body.<sup>3</sup> Accordingly, the clerk of the county court became ex-officio clerk of the board of supervisors.<sup>4</sup>

The above-mentioned clerks all performed the duties of county clerk as well as those of clerks of a judicial or administrative body. In fact, legislation frequently referred to these incumbents as "county clerks" when defining duties relating to county business as distinct from duties as clerks of judicial or administrative bodies. The Constitution of 1870 specifically provided for a county clerk who has continued to act to the present in this capacity, and also as clerk of the county board and clerk of the county and probate courts.<sup>5</sup> The revised statutes of 1874 adopted the use of a distinction of titles for each of his ex-officio capacities, applying the title "county clerk" only when referring to his duties as such. It is the performance of these duties that gives rise to the records dealt with in this section.

The clerk was an appointee of the county commissioners' court from 1819 to 1837.<sup>6</sup> In the latter year the office became elective for a four-year term;<sup>7</sup> a two-year term became effective in 1847.<sup>8</sup> A bond of \$1,000

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1. Constitution of 1818, Schedule, sec. 4; L.1819, p. 175.
  2. Constitution of 1848, Art. V, sec. 16,18,19; L.1849, p. 63.
  3. Constitution of 1848, Art. VII, sec. 6; L.1849, p. 190-224; L.1851, p. 35-78.
  4. L.1849, p. 203; L.1851, p. 52; L.1861, p. 237. Although Jackson County abandoned township organization for five years (1875-78, 1883-85), electing to be governed during these two periods by a board of three commissioners, in accordance with a provision in the Constitution of 1870 (Art. X, sec. 6), this change in administrative body did not affect materially the status or duties of the county clerk.
  5. Constitution of 1870, Art. VI, sec. 18 and Art. X, sec. 8; R.S.1874, p. 260,273.
  6. L.1819, p. 175.
  7. R.L.1837, p. 49.
  8. L.1845, p. 28.



was set.<sup>1</sup> The clerk of the county court served a four-year term and was bonded in the sum of \$3,000.<sup>2</sup> The Constitution of 1870 and the revised statutes of 1874, establishing the office of county clerk, provided for his election for a quadrennial term, and that the amount of his bond be set by the county board.<sup>3</sup> The bond is entered upon the records of his office, and deposited with the clerk of the circuit court. He is required to take oath, and is commissioned by the Governor.<sup>4</sup> The county seal is kept by the clerk and used by him when required.

In general, the county clerk's performance of his functions results in records relating to the following: taxation, vital statistics, licenses, and bonds. Various officials and agencies having authority over these matters report to, or deposit records with, the county clerk who in this manner acts as a coordinating factor in the execution of local and state affairs. In regard to other of these matters, the clerk is required to perform duties on his own behalf and retain the records resulting from such performance.

Illustrations of both of these procedures may be found by examining the various duties and records relating to taxation in counties under township organization. It is the duty of the county clerk to procure all books and blanks used in the assessment and collection of taxes, and to list in such books the lands and lots subject to taxation.<sup>5</sup> These books are then turned over to the supervisor of assessments who has the township assessors enter the valuations against each piece of property listed. The supervisor completes revisions and corrections upon complaint of property owners, and returns the books in duplicate to the county clerk.<sup>6</sup> Personal property assessments are handled in essentially the same manner. The board of review then makes adjustments on complaints and equalizes

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1. L.1819, p. 176,177.
  2. L.1849, p. 63,64.
  3. Constitution of 1870, Art. X, sec. 8; R.S.1874, p. 260,273.
  4. R.S.1874, p. 321.
  5. L.1867, p. 106; L.1871-72, p. 19,32; L.1903, p. 297. During the period of the first constitution such books and lists were prepared by the auditor of public accounts and turned over to the clerk of the county commissioners' court (L.1825, p. 173; R.L.1827, p. 329; L.1839, p. 3,4; L.1847, p. 79).
  6. The first assessment officer was the county treasurer (L.1819, p. 315; R.L.1827, p. 328-36). In 1839 this function was performed by the district assessors who received from the county clerk copies of the auditor's transcripts (L.1839, p. 3,4). The treasurer resumed these duties in 1844 (L.1843, p. 251), retaining them until the adoption of the township organization in 1872 saw the township assessors acting in each township (L.1849, p. 192). The treasurer now acts as ex-officio supervisor of assessments (L.1898, p. 36-44).



assessments between districts, certifying corrections and revisions to the county clerk.<sup>1</sup> The county clerk then reports the entire assessment list to the state tax commission for equalization, the equalized list then being used by the county clerk in ascertaining tax rates and extending taxes.<sup>2</sup>

The state tax commission also certifies to the county clerk the assessments of the capital stock of corporations and railroad and telegraph companies, it being the duty of the clerk to extend these taxes and retain the books after use by the collector.<sup>3</sup>

The books are next turned over to the county collector who, after collection, returns lists of collections, together with lists of uncollected real and personal property taxes.<sup>4</sup> The county clerk attends all tax sales, prepares a list of all sales and issues duplicate reports thereof, records affidavits of purchases of property for taxes, and keeps a record known as the "tax judgment, sale, redemption, and forfeiture record."<sup>5</sup>

An extensive group of vital statistics records is kept by the county clerk, including records relating to births and deaths, marriages, physicians, and midwives. It is interesting to note that the first legislation in regard to the keeping of vital statistics was included in the act for the establishment of medical societies.<sup>6</sup> One section of this act made it the duty of every physician to keep a record of births, deaths, and diseases occurring within the vicinity of his practice, and to transmit such record to his medical society, whereupon the record was to be published in the newspapers. In 1842 it was provided that a parent could appear before the clerk of the county commissioners' court and make affidavit as to the birth of a child, and the eldest next of kin of a deceased person could similarly appear and make affidavit as to death.<sup>7</sup> It is probable that the tenor of the above mentioned laws explains the fact that no birth or death records exist in Jackson County prior to 1877, the first law, 1819, requiring no public record to be kept, and the 1842 law providing that affidavits "may" be made. The act of 1877 creating the state board of health required that all births and deaths in the county be reported to the county clerk by the physicians and accoucheurs supervising such events.<sup>8</sup> Teeth were put

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1. L.1898, p. 36-44.
  2. L.1919, p. 723.
  3. L.1871-72, p. 11,13,16; L.1937, p. 1011,1012.
  4. L.1849, p. 124,125; L.1871-72, p. 55; L.1931, p. 759. In 1821 the auditor of public accounts was charged with the collection of taxes on nonresidents' lands (L.1821, p. 182).
  5. L.1839, p. 3; L.1871-72, p. 48; L.1879, p. 250.
  6. L.1819, p. 233.
  7. L.1842-43, p. 210-12.
  8. L.1877, p. 209.



into this and subsequent laws by providing penalties for non-compliance. In 1901 death certificates issued by physicians, midwives, or coroners, were to be presented to town clerks who issued burial permits and forwarded the certificates to the county clerk.<sup>1</sup> In 1903 certificates of death were to be turned over to the state board of health, which board, in turn, delivered to the county clerk all certificates so received.<sup>2</sup> In 1915 it was provided that for the registration of all births, stillbirths, and deaths outside any city, village, or incorporated town, the township clerks in counties under township organization, or the road district clerks in counties under the commissioner form of government, deposit a complete set of such records with the county clerk who was charged with the binding and indexing, or recording, and safe-keeping of such records.<sup>3</sup> From the earliest date the legislation in regard to these matters provided that the clerk retain the abstracts and certificates, keep a record of births and deaths, maintain alphabetical indexes, and issue certified copies of certificates upon request. The clerk has also been required to prepare a register of all physicians and accoucheurs in the county.<sup>4</sup>

From 1819 the county clerk, or clerk of the county commissioners' court, has been required to file marriage certificates and certificates of parents' consent to the marriage of minors.<sup>5</sup> In 1827 the clerk was required to keep a separate register of marriages in addition to his file of certificates.<sup>6</sup> Before 1877 persons desiring to marry were required to secure licenses from the county clerk only when they had not previously published such intention, but in that year the securing of a license was made mandatory.<sup>7</sup> Although a record of applications for marriage licenses has been kept by the clerk in this county since 1882, an act of 1937 appears to be the first legislation requiring the maintenance of such a record.<sup>8</sup> The same act provides that persons desiring to marry shall present to the county clerk a certificate setting forth that such person is free from venereal diseases, such certificates to be filed with the application for license to marry.<sup>9</sup> Indexes to marriage records have been kept in Jackson County since 1878.

The county clerk is charged with a number of duties relating to elections, such as preparing and issuing blank ballots, poll books, and certificates of election, and keeping a record of registers of elections, petitions, marked ballots, tally sheets, and election returns which are

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1. L.1901, p. 302,303.
  2. L.1903, p. 315-18.
  3. L.1915, p. 660.
  4. L.1877, p. 209.
  5. L.1819, p. 27.
  6. R.L.1827, p. 289.
  7. L.1877, p. 130.
  8. L.1937, p. 909.
  9. Ibid., p. 910.



transmitted to him by the judges of election.<sup>1</sup> Abstracts of returns were formerly prepared by the clerk, but these are now originated by the election commissioners or judges of election and deposited with the clerk. Returned ballots are destroyed by the clerk six months after election, provided no contest in which the ballots are needed is in progress.<sup>2</sup> In 1889, when returns of elections for school trustees were made to the county clerk in counties under township organization, he was charged with furnishing to the county superintendent of schools a list of all such trustees.<sup>3</sup> Now the clerk does not enter into the procedure, the school trustees canvassing the returns and certifying directly to the superintendent of schools.<sup>4</sup>

The bonds of a number of officials are required to be transmitted to the clerk to be filed and entered in a book maintained for that purpose.<sup>5</sup> Justices' of the peace and constables' oaths, bonds, and securities are approved by the clerk and entered in a separate book in accordance with statutory requirement. This book shows the date on which each justice of the peace and constable was sworn into office and the date of commission by the Governor. Resignations in these offices are made to the county clerk who enters such fact in the justices' and constables' record.<sup>6</sup>

The clerk is also charged with issuing licenses to peddlers, taverns, ferries, etc., and keeping records of the same.<sup>7</sup> Other records kept are those relating to estrays; registers of professionals, including physicians, midwives, optometrists, dentists, chiropodists, and veterinarians; 8 list of county officers; list of town officers which is furnished annually by the town clerk;<sup>9</sup> record of notaries public;<sup>10</sup> and book of state civil service rules.<sup>11</sup> Referring to his list of town officers, the county clerk in counties under township organization reports annually to the state de-

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1. L.1819, p. 95,96; L.1821, p. 77; L.1823, p. 54,55; R.L.1829, p. 59, 60; L.1845, p. 41,42; L.1865, p. 54; L.1871-72, p. 380; L.1885, p. 142; L.1911, p. 310; L.1929, p. 421.
  2. L.1917, p. 444.
  3. L.1889, p. 271,322.
  4. L.1909, p. 352.
  5. R.S.1845, p. 396,397; L.1861, p. 237,238; R.S.1874, p. 325; L.1895, p. 188.
  6. L.1895, p. 188.
  7. L.1819, p. 77-79; R.L.1827, p. 320; R.L.1833, p. 438,439; R.S.1874, p. 530.
  8. L.1819, p. 206,207; L.1877, p. 209; L.1881, p. 79; L.1899, p. 273, 275,280; L.1917, p. 588; L.1923, p. 436; L.1927, p. 600; L.1935, p. 990.
  9. L.1861, p. 226; R.S.1874, p. 1077.
  10. L.1871-72, p. 575; R.S.1874, p. 721; L.1875, p. 86.
  11. L.1905, p. 115.



partment of public health the names and addresses of the supervisor, assessor, and clerk of each township, and the dates of expiration of their terms of office. In counties otherwise organized, he reports to the state department the same information with regard to each county commissioner.<sup>1</sup>

Included in the provision that the county clerk be charged with the care and custody of all records, books, and papers appertaining to and filed or deposited in his office<sup>2</sup> are those duties as clerk of the county board, wherein he is required to record the proceedings of the board and to file all their books, records, and accounts.<sup>3</sup> Also included are his record-keeping duties as ex-officio clerk of the county court with its resulting duties in relation to probate matters.<sup>4</sup> The clerk is also required to keep jury lists<sup>5</sup> and a book in which he enters details as to orders upon the treasurer. He is further required to maintain alphabetical indexes of all records and papers in his office, and to supply copies to any person upon request and payment of the required fee.<sup>6</sup>

The county clerk also acts as ex-officio clerk of the special drainage district.<sup>7</sup>

#### General Index

#### 47. COUNTY COURT AND MISCELLANEOUS INDEX (General Index to County Clerk's Files), 1843--. 1 v.

Index to various files in custody of county clerk including those of county board and county court, and showing names of principals, type of document, date, and file box number. Arr. alph. by names of principals or type of document. Hdr. under pr. hdgs. 700 p. 18 $\frac{1}{2}$  x 14 x 3 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

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1. L.1923, p. 480.
  2. R.S.1874, p. 322.
  3. L.1861, p. 238; R.S.1874, p. 322.
  4. R.S.1874, p. 260.
  5. Ibid., p. 630.
  6. Ibid., p. 321.
  7. L.1885, p. 95; L.1915, p. 390; L.1919, p. 468. For county clerk's drainage records see entries 388-399.



Taxation  
(See also entries 1, 2,  
118, 320-329, 336, 347)

List of Taxable  
Property, Levies

48. DOCKET OF CERTIFICATE OF RATES AND TAXES WANTED, 1885--. 5 v. (A-E). Prior records cannot be located.  
Docket of rates and amounts of taxes required by various townships of Jackson County, showing state equalized value, railroad valuation, total valuation in districts, date of filing certificate, and total amount to be raised. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. V. A, 1885-1903, co. clk.'s east vlt., bsmt.; v. B-E, 1904--, co. clk.'s vlt., 1st fl.
49. TAX LEVIES, 1870--. 9 f.b. (N1-N9). Prior records cannot be located.  
Certificates of taxes levied, including county clerk's statement to state auditor, showing dates of levy and filing, and amount of allotments for educational, building, and road and bridge purposes. Arr. chron. For index, see entry 47. Hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.
50. COUNTY CLERK'S STATEMENT TO AUDITOR, 1888-1918. 1 v. Discontinued.  
Copies of statements of valuation of property listed for taxation, sent by county clerk to the state auditor, showing date, class of property, valuation as listed and corrected, assessed and equalized value as fixed by state and by county board of review, and amount of tax. Arr. chron. No index. Hdw. on pr. fm. 200 p. 18 x 11 x 1. Co. clk.'s east vlt., bsmt.  
For copies of original statements, see entry 49.
51. ASSESSOR'S BOOKS, 1851--. 1187 v.  
(Jackson County, as a whole, 1851-71. 23 v. Missing: 1852-53. Big Lake Township, 1872-78. 6 v. Bradley Township, 1872--. 71 v. Missing: 1876, 1900. Carbondale Township, 1872--. 73 v. Missing: 1885, 1889-92, 1894-96. Degognia Township, 1872--. 70 v. Missing: 1884, 1911-12. DeSoto Township, 1872--. 72 v. Missing: 1908, 1911. Elk Township, 1872--. 74 v. Missing: 1907-10, 1919-22. Fountain Bluff Township, 1872--. 76 v. Grand Tower Township, 1872--. 71 v. Missing: 1885, 1907-10. Kinkaid Township, 1872--. 75 v. Levan Township, 1872--. 75 v. Makanda Township, 1872--. 74 v. Murphysboro Township, 1872--. 74 v. Missing: 1872, 1885, 1887, 1903, 1907-10. Ora Township, 1872--. 73 v. Pomona Township, 1885--. 56 v. Missing: 1902. Ridge Township, 1872-84. 12 v.



Sand Ridge Township, 1872-78, 1885--. 64 v. Missing: 1875-76, 1911.

Somerset Township, 1872--. 72 v. Missing: 1923-26.

Vergennes Township, 1872--. 76 v.)

Lists of taxable real estate and personal property, showing name of owner, legal description of property, assessed value, tax spread, and total amount of assessments. Big Lake township was discontinued in 1878; Fountain Bluff township was discontinued in March 1878 and re-established in July of the same year; Sand Ridge township was discontinued in March 1878, and re-established in March 1885; Ridge township was changed to Pomona township in 1885. Also contains Record of Dog License Tags, 1927--, entry 1C7. 1851-71, 1874, arr. by sec., twp., and range; 1872-73, 1875--, arr. by sec. and range. No index. Hdw. under pr. hdgs. 50 - 600 p. 17 x 15 x  $\frac{1}{2}$  - 17 x 15 x 3. 1127 v., 1851-1934, co. clk.'s east vlt., bsmt.; 60 v., 1935--, co. clk.'s vlt., 1st fl.

52. RAILROAD TAX BOOK (Telephone and Telegraph), 1873--. 9 v. (8 not numbered, 3).

Lists of taxable railroad and telegraph property, and telephone property subsequent to 1899, showing name of company, legal description of property, value of rolling stock and improvements, tax rate, total amount of tax, and amount of payments. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 15 x 2. 7 v. not numbered, 1873-1927, co. clk.'s east vlt., bsmt.; 1 v. not numbered, v. 3, 1928--, co. clk.'s vlt., 1st fl.

53. ASSESSMENT AND TAX LEVY, 1907-24. 3 v. Discontinued.

Lists of real and personal property assessments and levies in each township and for county, showing assessment and levy on improved and unimproved lands and personal property, tax spread, equalized value, and total value. Arr. chron. No index. Hdw. under pr. hdgs. 200 p. 17 x 15 x  $\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.

54. TAXABLE REAL ESTATE, 1815-57. 1 v. Discontinued.

Register of lands listed for taxation, showing date of entry, name of patentee, legal description of land, and number of acres. Arr. chron. No index. Hdw. 500 p. 16 x 14 x 2 $\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.

55. SPECIAL ASSESSMENTS, 1906--. 15 f.b. (L1-L15). Prior records cannot be located.

Special assessment files containing court orders, certificates of issuance of first voucher, completion and final acceptance, affidavits, assessment rolls, appointments and oaths of assessors, tax spread, and court orders. No arr. For index, see entry 47. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

56. CITY SPECIAL ASSESSMENT RECORD, 1905--. 3 v. (1 not numbered, 2, 3). Last entry 1929.

Record of special assessments for city improvements, showing date, nature of assessments, description and location of improvement, amount of bonds and interest, tax rate, and total amount of assessment. Arr. chron. No index. 1905-15, typed; 1916--, hdw. 600 p. 21 x 17 x 3. Co. clk.'s vlt., 1st fl.



57. LIST OF MORTGAGES BY BOARD OF REVIEW, 1909-26. 3 v. Discontinued.

List of mortgages placed on assessor's books by board of review for purpose of taxation, showing name of mortgagee, amount of mortgage, and book and page of entry. Arr. chron. No index. Typed. 180 p. 16 x 12 x 1. Co. clk.'s vlt., 1st fl.

58. ROAD PLATS (Road Districts), 1886--. 1 v. (1). Last entry 1906. Copies of road district plats from town clerks' records used for taxation purposes, and showing names of town clerk and township, number, location, and boundaries of road district, and date of filing with county clerk. Arr. chron. No index. Hand-drawn on pr. fm. 200 p. 12 x 10 x 2. Co. clk.'s vlt., 1st fl.

59. SCHOOL PLAT RECORDS, 1855--. 3 v. (1 not numbered, 2, 3).  
Missing: 1868-1900.

School district plat record used for taxation purposes, and showing name and number of township, boundaries, location and number of school district, and date of filing. Arr. by school district no. No index. Hdw. and hand-drawn. 300 p. 17 x 17 x 1½. Co. clk.'s vlt., 1st fl.

60. ENTRIES OF CONVEYANCE - LOTS, 1872-74. 1 v. Discontinued. Lists of lot conveyances, showing names of grantor and grantee, type of instrument, legal description of property, and date of conveyance. This entry book kept by the county clerk for taxation purposes. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s east vlt., bsmt.

61. ENTRIES OF CONVEYANCE - LANDS, 1872-74. 1 v. Discontinued. Lists of land conveyances, showing names of township, grantor, and grantee, type of instrument, legal description of property, and date of conveyance. This entry book kept by the county clerk for taxation purposes. Arr. by twp. and range. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s east vlt., bsmt.

#### Collections, Abatement

62. COLLECTOR'S BOOKS, 1853--. 217 v. Missing: 1857.  
(Jackson County, Lands, Lots, and Personal Property, 1853-71. 18 v.  
Jackson County, Lands and Town Lots, 1872-73. 2 v.  
Jackson County Personal Property, 1872--. 67 v.  
Jackson County Lands, 1874--. 65 v.  
Jackson County Lots, 1874--. 65 v.).

Lists of taxable real estate and personal property in all townships, showing name of person assessed, legal description and value of property, amount of taxes, by whom paid, and date of payment. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 600 - 800 p. 17 x 15 x 3 - 17 x 15 x 4. 184 v., 1853-1927, co. clk.'s east vlt., bsmt.; 33 v., 1928--., co. clk.'s vlt., 1st fl.



63. COLLECTOR'S AND TREASURER'S ACCOUNTS, COUNTY CLERK, 1872-97.  
1 v. Discontinued.

Accounts of collector and treasurer as reported to county clerk, showing abatements, interest and penalties, amounts of tax to be collected, of insolvencies, and of sale of lots and tracts. Arr. chron. No index. Hdw. on pr. fm. 400 p. 18 x 13 x 2. Co. clk.'s east vlt., bsmt.

64. DELINQUENT TAX LIST, 1877-1917. 404 v.  
(Jackson County, as a whole, 1877-86, 1904. 3 v. Missing: 1878-80, 1882-86.  
Bradley Township, 1887-1903, 1905-17. 24 v. Missing: 1887-89, 1894, 1907-8.  
Carbondale Township, 1887-1903, 1905-17. 27 v. Missing: 1888-89, 1899-1907.  
Degonia Township, 1887-1903, 1905-17. 26 v. Missing: 1888-89, 1899-1900.  
DeSoto Township, 1887-1903, 1905-17. 26 v. Missing: 1888-89, 1907-8.  
Elk Township, 1887-1903, 1905-17. 25 v. Missing: 1887-88, 1894, 1907-8.  
Fountain Bluff Township, 1887-1903, 1905-17. 24 v. Missing: 1887-89, 1907-9.  
Grand Tower Township, 1887-1903, 1905-17. 26 v. Missing: 1888-89, 1907-9.  
Kinkaid Township, 1887-1903, 1905-17. 24 v. Missing: 1888-89, 1894, 1899, 1903, 1907-8.  
Levan Township, 1887-1903, 1905-17. 25 v. Missing: 1887-89, 1907-8.  
Makanda Township, 1887-1903, 1905-17. 24 v. Missing: 1887-89, 1900, 1907-8.  
Murphysboro Township, 1887-1903, 1905-17. 24 v. Missing: 1887-89, 1905, 1907-8.  
Ora Township, 1887-1903, 1905-17. 27 v. Missing: 1888-89, 1894.  
Pomona Township, 1887-1903, 1905-17. 25 v. Missing: 1888-89, 1907-9.  
Sand Ridge Township, 1887-1903, 1905-17. 26 v. Missing: 1888-89, 1897, 1907-8.  
Somerset Township, 1887-1903, 1905-17. 25 v. Missing: 1888-89, 1897, 1907-8.  
Vergennes Township, 1887-1903, 1905-17. 25 v. Missing: 1887-89, 1894, 1900, 1907-8). 1918-- in Tax Judgment, Sale, Redemption, and Forfeiture Record, entry 67.

Lists of delinquent taxes on real estate and personal property, showing name and address of owner, legal description of property, amounts of delinquent tax, costs, and interest, name and number of township, and date of payment. Arr. by sec., twp., and range. No index. Hdw. under pr. hdgs. 50 - 100 p. 17 x 14 x  $\frac{1}{2}$  - 17 x 14 x 1. Co. clk.'s east vlt., bsmt.



65. (DELINQUENT SPECIAL ASSESSMENT TAX LISTS), 1913--. 52 v. (Carbondale Township, 1913-33. 20 v. Elk Township, 1926-30. 8 v. Murphysboro Township, 1913-33. 17 v. Degonia, Fountain Bluff, and Grand Tower Townships, 1930--. 7 v.).

Lists of delinquent special assessment taxes, showing name of person assessed, legal description of property, number and amount of installments, interest, fees and costs, total assessment, date of payments, by whom paid, and type of assessment. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 17 x 17 x 1. 15 v., 1913-28 (Carbondale twp.), 13 v., 1913-29 (Murphysboro twp.), 8 v., 1926-30 (Elk twp.), co. clk.'s east vlt., bsmt.; 5 v., 1929-33 (Carbondale twp.), 4 v., 1930-33 (Murphysboro twp.), 7 v., 1930-- (Degonia, Fountain Bluff, and Grand Tower twps.), treas.'s vlt., 1st fl.

66. (ABATEMENT LISTS, PERSONAL PROPERTY), 1876-98. In Miscellaneous Files (County Clerk), entry 123. Discontinued.

Lists of tax abatements on personal property, showing name of owner, description, value, and equalized value of property, tax spread, and amount of assessment. Hdw. under pr. hdgs.

#### Judgment, Sale, Redemption

67. TAX JUDGMENT, SALE, REDEMPTION, AND FORFEITURE RECORD, 1881--. 38 v. (G-Z, 1-6, 7<sup>1</sup>-12<sup>1</sup>, 7<sup>2</sup>-12<sup>2</sup>).

Record of tax judgments, sales, redemptions, and forfeitures, showing names of owner and redeemer or purchaser, legal description and value of property, amount of taxes, costs, and penalties due, dates of judgment, sale, redemption, and tax deed, and certification by county clerk. This record is a combination of Tax Sale (and Redemption) Record, entry 69, Tax Judgment Record, entry 70, and Record of Forfeited Lands, entry 71. Also contains Delinquent (Tax) List, 1918--, entry 64, and Tax Judgment, Sale, Redemption, and Forfeiture Record (Special Assessment), 1881-1926, entry 73. Arr. chron. No index. Hdw. on pr. fm. 600 p. 18 x 19 x 3. V. G-0, 1881-98, co. clk.'s east vlt., bsmt.; v. P-Z, 1-6, 7<sup>1</sup>-12<sup>1</sup>, 7<sup>2</sup>-12<sup>2</sup>, 1899-- (co. clk.'s vlt., 1st fl.).

68. INDEX TO TAX SALES - LANDS, LOTS, 1858-80. 2 v. (1 lands, 1 lots).

Index to Tax Sale (and Redemption) Record, entry 69, and Tax Judgment Record, entry 70, showing legal description of lands and lots, and book and page of entry. Arr. by sec., twp., and range. Hdw. under pr. hdgs. 500 p. 16 x 12 x 2<sup>1</sup>/<sub>2</sub>. Co. clk.'s east vlt., bsmt.

69. TAX SALE (and Redemption) RECORD, 1827-80. 7 v. (2 not lettered, B-F). Missing: 1858-62. Title varies: Register of Delinquent Lands. 1881-- in Tax Judgment, Sale, Redemption, and Forfeiture Record, entry 67.

Record of lands and lots sold for taxes and costs due, showing name of owner, legal description of property, acreage, name of purchaser or redeemer, date and amount of sale or redemption, and remarks. Arr. chron. 1827-57, no index; for index, 1858-80, see entry 68. 1827-57, hdw.; 1858-80, hdw. under pr. hdgs. 200 - 400 p. 12 x 8 x 1 - 12 x 16 x 2. 2 v. not lettered, 1827-57, co. clk.'s vlt., 1st fl.; v. B-F, 1863-80, co. clk.'s east vlt., bsmt.



- 70. TAX JUDGMENT RECORD, 1847-80. 7 v. (1 not lettered, A-F). 1881-- in Tax Judgment, Sale, Redemption, and Forfeiture Record, entry 67.

Record of tax judgments on delinquent lands and lots, showing date, legal description of property, amount of delinquency and interest, total amount due, and petitions for judgment. Arr. chron. 1847-57, no index; for index, 1858-80, see entry 68. Hdw. 400 p. 16 x 12 x 2. Co. clk.'s east vlt., bsmt.

- 71. RECORD OF FORFEITED LANDS, 1871-80. 2 v. (A, B). 1881-- in Tax Judgment, Sale, Redemption, and Forfeiture Record, entry 67.

Record of lands and lots forfeited to state for unpaid taxes, showing date, legal description of property, name of owner, amounts of tax, costs, penalties, and interest, and total amount due. Arr. chron. No index. Hdw. on pr. fm. 300 p. 18 x 13 x 1 $\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.

- 72. REGISTER OF LANDS SOLD FOR TAXES, 1827-56. 1 v. Discontinued.

Register of land sales, showing legal description of lands sold, date and amount of sale, names of owner and purchaser or redeemer, to whom deeded, date of redemption, and remarks. Arr. chron. No index. Hdw. 500 p. 16 x 12 x 2 $\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.

For tax sale records, see entries 67, 69.

- 73. TAX JUDGMENT, SALE, REDEMPTION, AND FORFEITURE RECORD (Special Assessment), 1927--. 6 v. (3-6, 2 not numbered). 1881-1926 in Tax Judgment, Sale, Redemption, and Forfeiture Record, entry 67.

Record of lands and lots against which judgment has been entered for delinquent special assessments, showing name of owner, legal description of property, acreage, amount of delinquency and costs, date, court orders, and amount of sale. Arr. chron. No index. Hdw. on pr. fm. 600 p. 18 x 18 x 3 - 18 x 24 x 3. Co. clk.'s vlt., 1st fl.

- 74. REDEMPTION CERTIFICATES, 1910--. 40 v. Prior records destroyed.

Stubs of redemption certificates issued, showing date, amount, and number of certificate, name of recipient, and record book and page of entry. Arr. chron. No index. Hdw. on pr. fm. 100 p. 13 x 13 x 1 $\frac{1}{2}$ . 36 v., 1910-33, co. clk.'s east vlt., bsmt.; 4 v., 1934--, co. clk.'s vlt., 1st fl.

- 75. TAX CERTIFICATES AND AFFIDAVITS, 1869--. 9 f.b. (01-09).

Prior records cannot be located.

Certificates of purchase and affidavits for tax deeds, showing names of purchaser and assessed party, legal description of property, date of sale, total taxes due, penalties and costs, and dates of certificate, affidavit, and filing. Arr. chron. For index, see entry 47. Hdw. and typed on pr. fm. 11 x 5 x 13. Co. clk.'s vlt., 1st fl.

- 76. AFFIDAVIT FOR TAX DEEDS, 1869--. 9 v. (A-I). Prior records cannot be located.

Copies of affidavits for tax deeds, showing date, amount, and place of sale, names of purchaser and owner, legal description of property, total tax, interests, and costs, and signatures of treasurer and county clerk. Arr. chron. Indexed alph. by name of purchaser. 1869-84, 1905--, hdw. on pr. fm.; 1885-1904, hdw. 517 p. 18 x 13 x 2 $\frac{1}{2}$ . V. A-G, 1869-1908, co. clk.'s east vlt., bsmt.; v. H, I, 1929--, co. clk.'s vlt., 1st fl.



Vital Statistics

Births (See also  
entries 18, 121)

77. INDEX TO BIRTHS AND DEATHS (and Stillbirths), 1902-15. 1 v.  
Discontinued.

Index to birth, death, and stillbirth records, showing name of child or deceased, book and page of entry, and file box number. Formerly kept as two separate indexes. Index to Births, entry 78, and Index to Deaths, entry 82. Arr. alph. by name of child or deceased. Hdw. under pr. hdgs. 400 p. 18 x 13 x 2. Co. clk.'s vlt., 1st fl.

78. INDEX TO BIRTHS, 1877-1901. 1 v. 1902-15 in Index to Births and Deaths (and Stillbirths), entry 77.

Index to birth records, showing name of child, book and page of entry, and file box number. Arr. alph. by name of child. Hdw. under pr. hdgs. 400 p. 18 x 13 x 2. Co. clk.'s vlt., 1st fl.

79. BIRTH RECORD (Certificates), 1877--. 8 f.b. (G1-G8), 23 v.  
(1-23).

Copies of birth certificates, showing date and certificate number, name, sex, and color of child, date and place of birth, names and occupations of parents, signature of attending physician or midwife, and date of filing; also contains stillbirth certificates subsequent to 1915. Subsequent to 1915, certificates are kept in bound form. 1877-1915, arr. chron.; 1916-- , arr. alph. by name of child. For index, 1877-1901, see entry 78; for index, 1902-15, see entry 77; 1916-- , no index. Hdw. on pr. fm. F.b. 11 x 5 x 10; v. 800 p. 7 x 9 x 5. Co. clk.'s vlt., 1st fl.

80. BIRTH RECORD, 1877-1915. 6 v. (1, 2, 1-4). Discontinued.  
Title varies: Register of Births.

Register of births, showing date and number of certificate, name of child, personal and statistical particulars, date and place of birth, address of attending physician, and date of filing. Also contains Register of Stillbirths, 1900-1915, entry 81. Arr. chron. For index, 1877-1901, see entry 78; for index, 1902-15, see entry 77. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

For copies of birth certificates, see entry 79.

81. REGISTER OF STILLBIRTHS, 1878-99. 1 v. 1900-1915 in Birth Record, entry 80.

Register of stillbirths, showing date of stillbirth, names and addresses of parents, nativity, period of utero-gestation, cause of death, and names of medical attendant, undertaker, and person making return. Arr. chron. Indexed alph. by name of deceased. Hdw. under pr. hdgs. 200 p. 18 x 12 x 1. Co. clk.'s vlt., 1st fl.

For copies of stillbirth certificates, see entry 79, 83.



Deaths (See also  
entries 18, 121)

82. INDEX TO DEATHS, 1877-1901. 1 v. 1902-15 in Index to Births and Deaths (and Stillbirths), entry 77.  
Index to death records, showing name of deceased, book and page of entry, and file box number. Arr. alph. by name of deceased. Hdw. under pr. hdgs. 400 p. 18 x 13 x 2. Co. clk.'s vlt., 1st fl.

83. DEATH RECORD (Certificates), 1877--. 6 f.b. (H1-H6), 23 v. (1-23).  
Copies of death certificates, showing date and certificate number, name of deceased, date and place of death and burial, personal and occupational statistics, marital status, certificate of attending physician or midwife, undertaker, and county clerk, and date of filing; also contains stillbirth certificates prior to 1916. Subsequent to 1915, death certificates are kept in bound form. 1877-1915, arr. chron.; 1916--, arr. alph. by name of deceased. For index, 1877-1901, see entry 82; for index, 1902-15, see entry 77; 1916--, no index. Hdw. on pr. fm. F.b. 11 x 5 x 18; v. 800 p. 7 x 9 x 5. Co. clk.'s vlt., 1st fl.

84. REGISTER OF DEATHS, 1877-1915. 5 v. (1, 1-4). Discontinued.  
Title varies: Death Record.  
Register of deaths, showing certificate number, names of deceased, physician, and undertaker, date, place, and cause of death, personal and occupational particulars, place of burial, and signature of county clerk. Arr. chron. For index, 1877-1901, see entry 82; for index, 1902-15, see entry 77. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

For copies of death certificates, see entry 83.

Marriages

85. INDEX TO MARRIAGES, 1878--. 2 v. (A, E).  
Index to marriage register, and marriage record, showing names of bride and groom, and book and page of entry. Arr. alph. by name of groom. 1878-95, hdw.; 1896--, hdw. under pr. hdgs. 700 p. 18 x 13 x 3½. Co. clk.'s vlt., 1st fl.

86. MARRIAGE LICENSES (Returns), 1843--. 40 f.b. (F1-F40).  
Marriage license returns showing date of return, date and place of marriage, names of bride and groom, witnesses, and county clerk, name and title of person performing ceremony, and personal and statistical particulars. Arr. by license no. For index, see entry 47. Hdw. on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.



87. MARRIAGE REGISTER (Record), 1843--. 8 v. (A, B1, B2, C-G).  
Title varies: Marriage Record.

Record of marriages, showing date and number of license, names, ages, and residences of bride and groom, date and place of marriage, names of witnesses and person performing ceremony, by whom certified, and date of return. 1843-70, arr. chron.; 1871--., arr. alph. by name of groom. 1843-70, indexed alph. by name of groom; 1871-77, no index; for sep. index, 1878--., see entry 85. 1843-57, hdw.; 1858--., hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

88. TRANSFER MARRIAGE LICENSES (Applications), 1882--. 31 v.  
(A-K, 2 not labeled, 6-8, 4 not labeled, 1-7, 7, 8, 8, 9).  
Prior records cannot be located.

Applications for marriage licenses, showing names, ages, and residence of applicants, relationship, date and number of application, signatures of applicants, and date of issue. Arr. chron. No index. Hdw. on pr. fm. 800 p. 18 x 13 x 4. Co. clk.'s east vlt., bsmt.

89. MARRIAGE LICENSES ADULTS, 1911--. 36 v. Prior records destroyed.

Stub record of marriage licenses issued, showing license number, date of issue, and names and addresses of bride and groom. Arr. chron. No index. Hdw. on pr. fm. 250 p. 18 x 12 x 2. 35 v., 1911-35, co. clk.'s east vlt., bsmt.; 1 v., 1936--., co. clk.'s off., 1st fl.

90. MARRIAGE LICENSE MINOR, 1910--. 7 v. Prior records have been destroyed.

Stubs of marriage licenses of minors, showing date and number of license, and names and addresses of bride and groom. Arr. chron. No index. Hdw. on pr. fm. 250 p. 18 x 15 x 2. 6 v., 1910-33, co. clk.'s east vlt., bsmt.; 1 v., 1934--., co. clk.'s off., 1st fl.

91. MARRIAGE REGISTER, 1843-95. 4 v. (A, B, 1, 2). Discontinued.  
Title varies: Marriage Record (Register).

Register of marriages, showing date and number of license, names, ages, race, residences, occupations, and birthplaces of bride and groom, names and residence of parents, date and place of marriage, names of witnesses, by whom certified, and date of return. Arr. chron. 1843-77, indexed alph. by name of groom; for sep. index, 1878-95, see entry 85. 1843-78, hdw.; 1879-95, hdw. under pr. hdgs. 500 p. 18 x 13 x 2. V. A, 1843-60, co. clk.'s east vlt., bsmt.; v. B, 1, 2, 1861-95, co. clk.'s vlt., 1st fl.

Licenses and Registers

Register of Officers

92. REGISTER OF COUNTY OFFICERS, 1861--. 2 v.

Register of all elected and appointed county officers, showing dates of election or appointment, name and address of officer, date, amount, and terms of bond, expiration of commission, and remarks. Arr. chron. Indexed alph. by name of officer. Hdw. under pr. hdgs. 300 p. 16 x 12 x 2½. 1 v., 1861-99, co. clk.'s east vlt., bsmt.; 1 v., 1900--., co. clk.'s vlt., 1st fl.



93. (TOWN OFFICERS ELECTED), 1846--. 1846-71 in Proceedings of County Board, entry 1; 1872-- in Miscellaneous Files (County Clerk), entry 123.

Lists of town officers elected, showing name and address of officer elected, title of office, date of election, and tenure of office. Hdw. on pr. fm.

94. TOWN OFFICERS' RECORD, 1899--. 2 v. (A, B).

Record of town officers elected at annual town meeting, showing name and address of officer, title of office, date of election, and length of term. Arr. chron. Indexed alph. by name of officer. Hdw. on pr. fm. 320 p. 14 x 10 x 1½. V. A, 1899-1917, co. clk.'s east vlt., bsmt.; v. B, 1918--, co. clk.'s vlt., 1st fl.

95. SPECIAL DEPUTY'S RECORD, 1915--. 3 v. (1-3).

Record of appointment of special deputies by the sheriff, showing name of deputy, date, nature, and duration of appointment, signature of appointee, sheriff, and county clerk, and date of filing. Arr. chron. Indexed alph. by name of deputy. Hdw. on pr. fm. 300 p. 14 x 10 x 1½. V. 1, 1915-22, co. clk.'s east vlt., bsmt.; v. 2, 3, 1923--, co. clk.'s off., 1st fl.

Professional Licenses and  
Registers (See also entry 2)

96. PHYSICIANS' (Chiropodists' and Osteopaths') RECORD, 1877--.  
3 v. (1-3).

Copies of certificates of practice issued to physicians, chiropodists, and osteopaths, also architects' certificates, 1912-13, showing date of certificate, name, residence, age, and nativity of practitioner, school of graduation, and number of years of practice. Also contains Record of Dentists and Veterinary Surgeon Certificates, 1877-99, 1927--, entry 97. Arr. chron. Indexed alph. by name of physician. Hdw. on pr. fm. 400 p. 18 x 13 x 2. Co. clk.'s vlt., 1st fl.

97. RECORD OF DENTISTS AND VETERINARY SURGEON CERTIFICATES, 1900-1926. 1 v. 1877-99, 1927-- in Physicians' (Chiropodists' and Osteopaths') Record, entry 96.

Copies of certificates issued to dentists and veterinarians, showing date, name of dentist or veterinarian, school of graduation, duration of license, and signatures of board members. Arr. chron. Indexed alph. by name of dentist or veterinarian. Hdw. on pr. fm. 375 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

98. REGISTER OF PHYSICIANS AND ACCOUCHEURS, 1877-93. 1 v. Discontinued.

Register of physicians and accoucheurs, showing date of certificate, name, age, place of residence, and nativity of registrant, school of graduation, and number of years of practice. Arr. alph. by name of registrant. No index. Hdw. under pr. hdgs. 280 p. 18 x 11 x 1½. Co. clk.'s vlt., 1st fl.



99. OPTOMETRY REGISTER, 1915--. 1 v. (1). Prior records cannot be located.

Register of certificates of optometrists, showing number, date, and class of certificate, name of optometrist, date of registration, and remarks. Arr. chron. Indexed alph. by name of optometrist. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

100. NURSES' RECORD, 1918--. 1 v. Last entry 1932.

Copies of certificates of registered nurses, showing name and residence of nurse, dates of certificates and of recording, and signatures of Illinois State Board of Examiners. Arr. chron. Indexed alph. by name of nurse. Hdw. on pr. fm. 160 p. 18 x 13 x 1. Co. clk.'s vlt., 1st fl.

#### Patents

101. PATENT RECORD, 1860-71. 1 v. Discontinued. Patents registered with United States Patent Office, Washington D.C.

Copies of applications for patents, showing name of applicant, description of invention, date of petition to commissioner of patents, amount of fee, and date of granting of patent. Arr. chron. No index. Hdw. on pr. fm. 420 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.

Militia Roll (See also entry 153)

102. MILITIA ROLL RECORD, 1861. 1 v.

List of persons subject to military duty in Jackson County during the Civil War, showing name of person, date of enlistment, and class of service. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 16 x 12 x  $1\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.

Stallion Certificates (See also entries 158, 159)

103. CERTIFICATES OF STATE BOARD OF AGRICULTURE (Stallion Register), 1888-1915. 2 v. Discontinued. Subsequent records kept by State Department of Agriculture, Springfield, Illinois.

Copies of stallion certificates, showing date, name of owner, description of stallion, date of foaling, where stationed, and terms of insurance. Arr. chron. Indexed alph. by name of owner. Hdw. on pr. fm. 425 p. 16 x 12 x 2. Co. clk.'s vlt., 1st fl.

#### Estrays, Marks, and Brands

104. (ESTRAY PAPERS), 1856--. In Miscellaneous Files (County Clerk), entry 123. Last certificate issued 1925.

Estray certificates showing description of estray, by whom taken up, date, and amount of redemption. Hdw. on pr. fm.



105. ESTRAY RECORD, 1856--. 2 v. Last entry 1935.

Register of stray livestock taken up and reported to county clerk, showing date of finding and report, description of animal, appraised value, and by whom taken up. Arr. chron. No index. Hdw. 300 p. 16 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.

106. MARKS AND BRANDS RECORD, 1866--. 1 v. Last entry 1911.

Register of marks and brands, showing description of mark or brand, name and address of owner, and date of recording. Arr. alph. by name of owner. No index. Hdw. under pr. hdgs. 635 p. 16 x 12 x 3. Co. clk.'s east vlt., bsmt.

Dog Licenses (See also  
entries 344, 345)

107. RECORD OF DOG LICENSE TAGS, 1918-26. 1 v. Prior records cannot be located. 1927-- in Assessor's Books, entry 51.

Register of dog license tags issued, showing names of assessor and owner, date, and number of tags delivered and returned. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 14 x 9 x 1. Co. clk.'s east vlt., bsmt.

Elections  
(See also entry 2)

108. ABSTRACT OF ELECTION, 1904--. 2 v.

Abstract of votes cast in general elections, showing date of election, precinct number, names of candidates and offices, and total number of votes cast. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 19 x 16 x 2. Co. clk.'s vlt., 1st fl.

109. POLL BOOKS AND TALLY SHEETS, 1936. 76 v. Prior records cannot be located.

General election poll books and tally sheets showing date and place of election, names of candidates and offices, number of votes received by each candidate, total number of votes cast, and signatures of election clerks. Arr. alph. by name of twp. No index. Hdw. 50 p. 13 x 8 x 1 $\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.

Bonds of Officers  
(See also entries 147, 149)

110. OFFICIAL BONDS, 1820--. 7 f.b. (M1-M7). Missing: 1825-42.

Bonds of police magistrates, justices, constables, town collectors, town assessors, and supervisors of assessments, showing date, names of principal, sureties, and witnesses, amount and terms of bonds, and date of filing. Arr. chron. For index, see entry 47. Hdw., hdw. and typed on pr. fm. 18 x 5 x 18. Co. clk.'s vlt., 1st fl.



111. BOND RECORD, 1873--. 3 v. (A-C).  
Copies of bonds of justices, constables, and police magistrates, showing names of principal, sureties, and witnesses, date, amount, and obligations of bond, and date of filing. Also contains Town Officers' Bond (Record), 1873-1912, entry 115. Arr. chron. Indexed alph. by name of principal. Hdw. on pr. fm. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . V. A, B, 1873-1914, co. clk.'s east vlt., bsmt.; v. C, 1915--, co. clk.'s vlt., 1st fl.
112. OFFICIAL BOND RECORD, 1884--. 2 v. (A, B).  
Copies of bonds of county officials, including recorder, coroner, state's attorney, county clerk, superintendent of schools, and commissioners, showing date, names of principal, sureties, and witnesses, amount and terms of bond, and date of filing. Also contains Assessor and Supervisors of Assessment Bond (Record), 1884-98, 1924--, entry 117, including (Town) Assessors' Bond Record, 1884-98, entry 114. Arr. chron. Indexed alph. by name of principal. Hdw. on pr. fm. 350 p. 18 x 12 x 2. V. A, 1884-1929, co. clk.'s east vlt., bsmt.; v. B, 1930--, co. clk.'s vlt., 1st fl.
113. (Road and Bridge) SUPERVISORS' BONDS, 1914--. 1 v. (1).  
Prior records cannot be located.  
Copies of bonds of road and bridge supervisors, showing date, names of principal, sureties, and witnesses, amount and terms of bond, and date of filing. Arr. chron. Indexed alph. by name of principal. Hdw. on pr. fm. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.
114. (Town) ASSESSORS' BOND RECORD, 1916--. 1 v. (2). 1884-98 in Official Bond Record, entry 112; 1899-1915 in Assessor and Supervisors of Assessment Bond (Record), entry 117.  
Copies of assessors' bonds, showing date, names of principal, sureties, and witnesses, amount and conditions of bond, and date of filing. Arr. chron. Indexed alph. by name of principal. Hdw. on pr. fm. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.
115. TOWN OFFICERS' BOND (Record), 1913--. 1 v. (B). 1873-1912 in Bond Record, entry 111.  
Copies of town officers' bonds, including those of township treasurers, showing names of principal, sureties, and witnesses, date, amount, and obligations of bond, and date of filing. Arr. chron. Indexed alph. by name of principal. Hdw. on pr. fm. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.
116. REGISTER OF TREASURERS' (Bonds), 1907-12. 1 v. Discontinued.  
Register of township treasurers' bonds, showing name and address of treasurer, date, amount, and obligations of bond, names of sureties, dates of election and expiration of term, and remarks. Arr. chron. Indexed alph. by name of treasurer. Hdw. under pr. hdgs. 400 p. 16 x 12 x 1 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.



117. ASSESSOR AND SUPERVISORS OF ASSESSMENT BOND (Record), 1899-1923. 1 v. 1884-98, 1924-- in Official Bond Record, entry 112.

Bond record of supervisors of assessments, showing date, names of principal, sureties, and witnesses, date, amount, and terms of bond, and date of filing. Also contains (Town) Assessors' Bond Record, 1899-1915, entry 114. Arr. chron. Indexed alph. by name of principal. Hdw. on pr. fm. 300 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl.

Reports

118. (REPORTS TO STATE AUDITOR), 1894--. 3 v. Missing: 1906-25. Record of county clerk's fiscal reports to state auditor, showing general balance, surplus and deficit accounts, valuations, tax levies, receipts, disbursements, fees due from officers, cash on hand, and total balance available. Arr. chron. Indexed alph. by subject. Typed. 150 p. 10 x 10 x 1½. Co. clk.'s east vlt., bsmt.

Fees, Receipts and Expenditures

119. RECEIPTS AND EXPENDITURES, 1878--. 10 v. (3 not numbered, 1-7). Record of receipts and disbursements, showing date, amount, and purpose of receipt or disbursement, names of recipient and payer, total receipts and disbursements, balance available, and remarks. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 17 x 15 x 2. 3 v. not numbered, 1-6, 1878-1933, co. clk.'s east vlt., bsmt.; v. 7, 1934--, co. clk.'s vlt., 1st fl.

120. CASH BOOK, COUNTY CLERK, 1890--. 10 v. County clerk's cash book showing date, source, distribution, purpose, and amount of receipts and disbursements, names of recipient and payer, total bank deposits, total amount of receipts and disbursements, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 15 x 15 x 2. 7 v., 1890-1923, co. clk.'s east vlt., bsmt.; 3 v., 1924--, co. clk.'s vlt., 1st fl.

121. COUNTY CLERK'S ACCOUNT WITH REGISTRARS OF BIRTHS AND DEATHS, 1902--. 4 v. Title varies: County Clerk's Account with Physicians and Health Officers. Record of births and deaths reported to county clerk, showing name of registrar or physician, number of birth and death reports, and dates of report, certification, and payment. Arr. chron. Indexed alph. by name of registrar. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. 2 v., 1902-17, co. clk.'s east vlt., bsmt.; 2 v., 1918--, co. clk.'s vlt., 1st fl.

Office Transactions

122. LIST OF FILES TAKEN FROM COUNTY CLERK'S OFFICE, 1874--. 3 v. Missing: 1900-1914. Title varies: Attorney's Receipt. Register of files taken from county clerk's office, showing date taken, number and title of file, by whom taken, and date of return. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 17 x 14 x 1½. 2 v., 1874-99, co. clk.'s east vlt., bsmt.; 1 v., 1915--, co. clk.'s off., 1st fl.



Miscellaneous Files

123. MISCELLANEOUS FILES (County Clerk), 1843---. 8 f.b. (R1-R8). County clerk's miscellaneous files including (Court House and Jail Building Contracts), 1858--, entry 24; (Road Petitions and Plats), 1843-70, entry 35; (Reports of County Officials), 1872--, entry 43; (Abatement Lists, Personal Property), 1876-98, entry 66; (Town Officers Elected), 1872--, entry 93; (Estray Papers), 1856--, entry 104; (Insurance Company Charter), 1889, entry 160; (Village Incorporation), 1887-1919, entry 187, and (Indentures), entry 207. Arr. chron. For index, see entry 47. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

III. RECORDER

The recorder of Jackson County was originally appointed by the Governor with the advice and consent of the senate.<sup>1</sup> His bond, set at \$1,500, was to be filed with the secretary of state. In 1829 the amount of bond was reduced to \$500.<sup>2</sup> The office became elective in 1835, for a four-year term, and a bond was to be approved by the county commissioners' court.<sup>3</sup> The term was reduced to two years in 1845.<sup>4</sup> With the adoption of the second constitution the office of recorder was abolished, the duties of that office being delegated to the circuit court clerk in an ex-officio capacity.<sup>5</sup> The present constitution reestablished the office of recorder in counties having a population of 60,000 or more but continued the provision of the prior constitution for other counties.<sup>6</sup> The population of Jackson County never having reached the minimum set by the Constitution,<sup>7</sup> the circuit court clerk has retained his ex-officio duties as recorder. The amount of the recorder's bond was set at \$5,000 in 1872, and the county judge was to give approval.<sup>8</sup> This amount was raised in 1874 to \$10,000 for counties having the population of Jackson.<sup>9</sup> A copy of the bond is entered upon the records of the county clerk.

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1. L.1819, p. 19.
  2. R.L.1829, p. 117.
  3. L.1835, p. 166.
  4. L.1845, p. 28.
  5. Constitution of 1848, Art. V, sec. 19; L.1849, p. 64.
  6. Constitution of 1870, Art. X, sec. 8; R.S.1874, p. 833.
  7. Fifteenth census shows population of Jackson County 37,091 in 1920 and 35,680 in 1930. Illinois, Population Bulletin, 1st series (Washington: Government Printing Office, 1930), p. 20.
  8. L.1871-72, p. 645.
  9. R.S.1874, p. 833.



Assistants and deputies are appointed by the recorder in a number as determined by rule of the circuit court and as entered upon the court record.<sup>1</sup> The compensation of the assistants and deputies is set by the county board. Written oaths of deputies are filed with the secretary of state.<sup>2</sup>

In accordance with the duty of the recorder to record at length all written instruments, the following records are required to be kept:

1. An entry book in which data relating to date and order of receipt of instruments to be recorded or filed, and the names of parties and location of property, with a brief description of the premises, are entered. Each of such instruments is numbered by the recorder with the corresponding number of the entry. The entry book serves as a table of contents, with descriptive memoranda, for all instruments recorded at length or filed in the recorder's office.
2. Well-bound books for recording at length any instrument in writing entitled to be recorded, in the order of time of its reception. Separate books are allowed to be kept for the recording of different classes of instruments and two distinct series of document numbers may be used for recording documents received to be recorded. One series preceeded by the letter "B" is for the recordation of bills of sales of personal property, chattel mortgages, releases, extensions, and assignments thereof. The other series of document numbers is for all other instruments received for recordation.
3. Grantors' and grantees' indexes. In the grantors' index are recorded the name of the grantor in alphabetical order and the name of the grantee. The grantees' index shows the name of the grantee in alphabetical order and the name of the grantor. Each index also shows the date of the instrument, time of receipts, kind of instrument, consideration, book and page in which it is recorded, or the number under which it is filed, and a brief description of the premises.
4. Indexes to each book of record in which are entered in alphabetical order, the name of each grantor and grantee and page in which the instrument is recorded.

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1. Constitution of 1870, Art. X, sec. 9; R.S.1874, p. 833.

2. R.S.1874, p. 833.



This series indexes instruments such as powers of attorney, chattel mortgages, and those recorded by corporations.

5. An index to recorded maps and plats, based on location of property. Sometimes arranged by section, township, and range.
6. An abstract book, in effect indexing records by showing for each tract every conveyance or incumbrance recorded, its execution and filing date, and the book and page of its recordation. Series optional with county board.
7. A separate book to record certificates of honorable discharge from military, aviation, and naval services.<sup>1</sup>

The recorder, in recording at length any instrument in writing, is permitted to make a handwritten or typewritten transcription of the same, or he may make photographic or photostatic reproduction, or he may use a combination of these methods of recordation.<sup>2</sup> In addition to the instruments received for recordation, the recorder is required upon receipt to file any instrument such as any mortgage, trust deed, or conveyance of personal property having the effect of a mortgage or lien upon such property which is endorsed with the words, "This instrument to be filed, but not recorded." The recorder marks such instrument "filed" and enters the time of receipt and files the same in his office.<sup>3</sup>

#### Entry Books

124. ENTRY BOOK, 1843--. 13 v. (1 not lettered, B-M). Missing: 1855-68.

Entry book of instruments left for recordation, showing date of receipt, instrument number, names of grantor and grantee, location and legal description of property, by whom received, to whom delivered, consideration, and book and page of entry. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. 1 v. not lettered, 1843-54, v. B-K, 1869-1930, cir. clk.'s cast vlt., bsmt.; v. L, M, 1931--., cir. clk.'s vlt., 1st fl.

125. ORIGINAL (Land) ENTRY (Book), 1814-32. 1 v.  
Record of original land patents issued, showing date of issue, name of patentee, legal description of land, acreage, and consideration. Dates of some of these patents preceded the organization of the county by two years. Arr. by sec. no. No index. Hdw. under pr. hdgs. 300 p. 18 x 13 x 1½. Cir. clk.'s vlt., 1st fl.

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1. L.1819, p. 18,20,21; R.L.1829, p. 116,117; L.1847, p. 69; L.1853, p. 254; L.1867, p. 148; L.1869, p. 2; L.1871-72, p. 645,646; L.1873, p. 144; R.S.1874, p. 834-37; L.1917, p. 652; L.1925, p. 521; L.1933-34, Third Sp. Sess., p. 214.
  2. L.1933-34, Third Sp. Sess., p. 214.
  3. L.1927, p. 521; L.1929, p. 592-94; L.1933, p. 860.



Instruments Recorded

General

126. GENERAL INDEX GRANTOR, GRANTEE, 1843---. 20 v. (1, A, B, D, E, G, H, J-L, grantor; 1, A, B, D, E, G, H, J-L, grantee).  
General index to recorded instruments, including marginal releases prior to 1905, showing names of grantor and grantee, kind of instrument, consideration, legal description of property, and book and page of entry. Arr. alph. by names of grantor and grantee. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
127. PLAT RECORD INDEX, 1843---. 1 v. (1).  
Index to plats recorded in Miscellaneous Records, entry 129, Deed Record, entry 130, and Plat Book, entry 163, showing name of plat, description and location of property, and book and page of entry. Arr. alph. by name of plat. Hdw. under pr. hdgs. 400 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
128. INDEX TO ASSIGNMENTS, 1892---. 1 v. (1).  
Index to assignments recorded in Miscellaneous Records, entry 129, and in Real Estate Mortgage Record, entry 137, showing names of assignee and assignor, book and page of entry, dates of instrument and assignment, legal description of property, and date of filing. Arr. alph. by name of assignor. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
129. MISCELLANEOUS RECORDS, 1866---. 17 v. (A-Q).  
Recordation of all types of instruments that cannot be recorded in standard printed form records, including assignments of real estate mortgages, and plat records prior to 1883. Also contains Release Record, 1866-72, entry 139; Collectors' Bond Record (Township), 1874-78, entry 149; Soldiers' Discharge Record, 1866-1918, entry 153; Corporations (Record), 1866-1930, entry 156; Lease Record, 1866-1905, 1928---, entry 157; Record of Stallion Certificates, 1910-12, 1918---, entry 158; and Claim Service Record (Lions on Gets), 1892---, entry 159. Arr. chron. Indexed alph. by name of grantor or type of record; for index to plats, see entry 127; for index to assignments, 1892---, see entry 128. 1866-1909, hdw.; 1910---, typed. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

Deeds (See also entry 265)

130. DEED RECORD, 1843---. 108 v. (D-P, PP, Q, QQ, R, RR, S-Z, 1-117, not consecutive). Prior records have been destroyed.  
Recordation of deeds, showing names of grantee and grantor, date, type, and number of instrument, legal description of property, consideration, and dates of filing and recording; contains plat records prior to 1883. Also contains Tax Deed Record, 1843-71, entry 131; Master's and Sheriff's Deed Record, 1843-73, entry 132; Quit Claim Deed Record, 1843-80, entry 133; Warranty Deed Record, 1843-1919, entry 134; Trust Deed Record, 1843-69, 1879---, entry 135; Real Estate Mortgage Record, 1843-60, entry 137, including Release Record, entry 139, and Chattel Mortgage Record, entry 141, which in turn includes Chattel Mortgage Extension (Record), entry 143; Certificate of Levy, Sale, and Redemption, 1844-59, entry 145;



Master's Certificate of Purchase, 1858-61, entry 146; and Bond for Deed (Record), 1843-94, 1933---, entry 148. Arr. chron. Indexed alph. by name of grantor or principal; for sep. index, see entry 126; for sep. index to plats, see entry 127. 1843-61, hdw.; 1862-1903, hdw. on pr. fm.; 1904---, hdw., typed, and hdw. and typed on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

131. TAX DEED RECORD, 1872---. 2 v. (A, B). 1843-71 in Deed Record, entry 130.

Recordation of tax deeds, showing date and amount of sale, legal description of property, names of grantor and grantee, and dates of instrument and filing. Arr. chron. Indexed alph. by name of grantor; for sep. index, see entry 126. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

132. MASTER'S AND SHERIFF'S DEED RECORD, 1874---. 5 v. (10, 25, 52, 60, 118). 1843-73 in Deed Record, entry 130.

Recordation of master's and sheriff's deeds, showing date of indenture, names of grantor and grantee, date of court decree and sale, legal description of property, acknowledgment of deed by master in chancery or sheriff, and date of filing. Arr. chron. Indexed alph. by name of grantor; for sep. index, see entry 126. 1874-95, hdw.; 1896---, hdw. on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

133. QUIT CLAIM DEED RECORD, 1881---. 12 v. (18, 32, 37, 45, 50, 66, 74, 82, 90, 100, 108, 119). 1843-80 in Deed Record, entry 130.

Recordation of quit claim deeds, showing names of grantor and grantee, consideration, kind of instrument, legal description of property, dates of instrument and filing, and acknowledgment. Arr. chron. Indexed alph. by name of grantor; for sep. index, see entry 126. 1881-89, hdw.; 1890---, hdw. on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

134. WARRANTY DEED RECORD, 1920---. 21 v. (91, 94-98, 101-104, 107, 109-111, 113-115, 120-123). 1843-1919 in Deed Record, entry 130.

Recordation of warranty deeds, showing names of grantor and grantee, legal description of property, consideration, kind and date of instrument, acknowledgment, and date of filing. Arr. chron. Indexed alph. by name of grantor; for sep. index, see entry 126. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

135. TRUST DEED RECORD, 1870-78. 1 v. 1843-69, 1879--- in Deed Record, entry 130.

Recordation of trust deeds, showing names of grantor and grantee, consideration, legal description of property, and dates of deed and filing. Arr. chron. Indexed alph. by name of grantor; for sep. index, see entry 126. Hdw. on pr. fm. 600 p. 18 x 13 x 3.



Mortgages - Real Estate (See  
also entries 57, 265)

136. GENERAL INDEX MORTGAGOR, MORTGAGEE, 1874--. 18 v. (C, D, F, G, I, K-N, mortgagor; C, D, F, G, I, K-N, mortgagee).  
Index to real estate and chattel mortgages, showing names of mortgagor and mortgagee, instrument number, date, consideration, book and page of entry, description and location of property, and date of filing. Arr. alph. by names of mortgagor and mortgagee. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
137. REAL ESTATE MORTGAGE RECORD, 1861--. 87 v. (1-138, not consecutive). 1843-60 in Deed Record, entry 130.  
Recordation of real estate mortgages, marginal releases, and assignments, showing names of mortgagor and mortgagee, date, amount, and term of mortgage, legal description of property, and date of maturity. Also contains Release Record, 1861-65, entry 139, and Chattel Mortgage Record, 1861-69, entry 141, including Chattel Mortgage Extension (Record), entry 143. Arr. chron. Indexed alph. by name of mortgagor; for sep. index, 1861-73, see entry 126; for sep. index, 1874--, see entry 136; for index to marginal releases, 1905--, see entry 138; for sep. index to assignments, see entry 128. 1861-1907, hdw.; 1908-28, hdw. on pr. fm.; 1929--, hdw. and typed on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
138. INDEX TO MARGINAL RELEASES, 1905--. 2 v. (1, 2).  
Index to marginal releases, showing names of mortgagor and mortgagee, book and page of entry, dates of mortgage and release, legal description of property, and name of releasor. Arr. alph. by name of mortgagor. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
139. RELEASE RECORD, 1873--. 21 v. (1-21). 1843-60 in Deed Record, entry 130; 1861-65 in Real Estate Mortgage Record, entry 137; 1866-72 in Miscellaneous Records, entry 129.  
Recordation of mortgage releases, showing names of mortgagor and mortgagee, dates of instrument and release, book and page of entry, acknowledgment, and date of filing. Arr. chron. Indexed alph. by name of mortgagee; for sep. index, 1874--, see entry 136. 1873-1912, hdw.; 1913--, hdw. on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
140. AMORTIZATION RECORD, 1917--. 2 v. (1, 2).  
Recordation of mortgages on farm land, showing names of mortgagor and mortgagee, date, amount, and terms of mortgage, amount of amortization payments, legal description of property, acknowledgment, indorsement, document number, and date of filing. This is a special form used by the Federal Land Bank of the Sixth District, St. Louis, Missouri, for farm mortgages. Arr. chron. Indexed alph. by name of mortgagor. Hdw. on pr. fm. 400 p. 18 x 13 x 2. Cir. clk.'s vlt., 1st fl.



Mortgages - Chattel

- 141. CHATTEL MORTGAGE RECORD, 1870--. 59 v. (5-141, not consecutive). 1843-60 in Deed Record, entry 130; 1861-69 in Real Estate Mortgage Record, entry 137.

Record of chattel mortgages, showing names of mortgagee and mortgagor, consideration, description of property, and dates of acknowledgment, assignment, and filing. Also contains Chattel Mortgage Extension (Record), 1870-87, entry 143, and Lien on Chattel Mortgage Index (Record), 1870-1922, 1926--, entry 144. Arr. chron. For index, 1870-73, see entry 126; for index 1874-85, see entry 136; for index 1886--, see entry 142. Hdw., typed and hdw., and typed on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

- 142. CHATTEL MORTGAGE INDEX, 1886--. 3 v. (1-3).

Index to Chattel Mortgage Record, entry 141, showing names of mortgagor and mortgagee, date, consideration, book and page of entry, and remarks. Arr. alph. by name of mortgagor. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

- 143. CHATTEL MORTGAGE EXTENSION (Record), 1888--. 1 v. (1). 1843-60 in Deed Record, entry 130; 1861-69 in Real Estate Mortgage Record, entry 137; 1870-87 in Chattel Mortgage Record, entry 141.

Recordation of extension of chattel mortgages, showing names of mortgagee and mortgagor, book and page of entry, dates of filing and maturity, amount due, and length of extension. Arr. chron. Indexed alph. by name of mortgagor. Hdw. on pr. fm. 400 p. 18 x 13 x 2. Cir. clk.'s vlt., 1st fl.

- 144. LIEN ON CHATTEL MORTGAGE INDEX (Record), 1923-25. 1 v. 1870-1922, 1926-- in Chattel Mortgage Record, entry 141.

Record of liens on chattels, showing amount of mortgage, nature of claim, legal description of property, names of mortgagor and mortgagee, and date of filing. Arr. chron. Indexed alph. by name of mortgagor. Hdw. under pr. hdgs. 150 p. 18 x 12 x 1. Cir. clk.'s vlt., 1st fl.

Certificates of Levy (See also entry 260)

- 145. CERTIFICATE OF LEVY, SALE, AND REDEMPTION, 1860--. 2 v. (A, B). 1844-59 in Deed Record, entry 130.

Recordation of sheriff's and master's certificates of levy, sale, and redemption, showing names of plaintiff, defendant, master in chancery, and sheriff, dates of court decree and sale, description of property, and date of filing. Arr. chron. Indexed alph. by name of plaintiff, 1860-1900, hdw.; 1901-33, hdw. and typed on pr. fm.; 1934--, typed on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

- 146. MASTER'S CERTIFICATE OF PURCHASE, 1862--. 3 v. (A, C, D). Title varies: Certificate of Master's Sale, (Master's Certificate of Purchase). 1858-61 in Deed Record, entry 130.

Copies of master's and sheriff's certificates of purchase, showing names of purchaser, plaintiff, and defendant, type of action, case number, description of property, date, place, amount of sale, date of granting of deed, and court costs. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 400 p. 18 x 13 x 2. Cir. clk.'s vlt., 1st fl.



Bonds (See also  
entries 110-117)

147. TOWNSHIP TREASURERS' BONDS, 1890---. 1 v. (A). Prior records cannot be located.

Copies of township school treasurers' bonds, showing names of treasurer, sureties, and township, date, amount, and terms of bond, date of approval by trustees and county superintendent of schools, and date of filing. Arr. chron. Indexed alph. by name of treasurer. Hdw. on pr. fm. 300 p. 13 x 8 x 2. Cir. clk.'s vlt., 1st fl.

148. BOND FOR DEED (Record), 1895-1932. 2 v. (1, 2). 1843-94, 1953--- in Deed Record, entry 130.

Record of bonds for deeds, showing names of grantor and grantee, date and amount of bond, legal description of property, date of expiration, and certified statement of grantor. Arr. chron. Indexed alph. by name of grantor; for sep. index, see entry 126. 1895-1910, hdw. and typed; 1911-32, hdw. and typed on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

149. COLLECTORS' BOND RECORD (Township), 1872-73, 1879-1918. 3 v. (A-C). Prior records cannot be located. Discontinued. 1874-78 in Miscellaneous Records, entry 129.

Record of town collectors' bonds, showing names of town collector and sureties, date, amount, and terms of bond, date of acknowledgment of bond, oath of collector, and date of filing. Arr. chron. Indexed alph. by name of collector. 1872-73, hdw.; 1879-1900, hdw. and hdw. on pr. fm.; 1901-18, hdw. on pr. fm. 300 p. 18 x 13 x 2. Cir. clk.'s vlt., 1st fl.

Tract Index

150. TRACT INDEX, 1843-95. 1 v. Discontinued.

List of tracts of lands, showing township, range, section and subdivision, lot and block numbers, book and page of record, Arr. by sec., twp., and range. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

Other Instruments

151. SURVEYOR'S RECORDS, 1854---. 6 v. (B, E, G, 1-3), Missing: 1856, 1865-70, 1876-83.

Record of surveys made by county surveyors, showing date, name of owner of property, drawing of survey, legal description of property, and location of roads, creeks, rivers, and railroads crossing property. Arr. chron. Indexed alph. by name of owner. Hdw. 50 - 600 p. 6 x 6 x  $\frac{1}{2}$  - 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

152. REGISTER OF FARM NAMES, 1915---. 1 v. (1).

Register of names of farm lands, showing names of owner and farm, legal description of land, acreage, dates of registration and of filing, and affidavit of owner. Arr. chron. Indexed alph. by name of owner. Hdw. under pr. hdgs. 300 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.



153. SOLDIERS' DISCHARGE RECORD, 1919--. 2 v. (1, 2). 1866-1918 in Miscellaneous Record, entry 129.  
Record of army, navy, and marine discharges, showing name of person discharged, last assignment, reason for discharge, place of birth, age at enlistment, occupation, personal description, dates of enlistment and discharge, name of commanding officer, enlistment record, and date of filing. Arr. chron. Indexed alph. by name of discharged person. Hdw. on pr. fm., hdw. and typed. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.  
For Civil War militia roll, see entry 102.
154. (FEDERAL TAX LIENS), 1924--. In Miscellaneous Files (Circuit Clerk), entry 307. Prior records cannot be located.  
Federal tax liens showing name of taxpayer, residence or place of business, collector's serial number, date and hour of filing, amount of tax assessed and of additional penalty, and acknowledgment.
155. FEDERAL LIEN TAX NOTICE, DISCHARGE, AND INDEX RECORD, 1924--.  
1 v. (1).  
Copies of tax lien notices and certificates of discharge under internal revenue laws, showing name of taxpayer, residence, kind of tax and penalty, dates of assessment and filing, and signature of collector. Arr. chron. Indexed alph. by name of person or company discharged. Hdw. and typed on pr. fm. 300 p. 18 x 13 x 2. Cir. clk.'s vlt., 1st fl.
156. CORPORATIONS (Record), 1931--. 1 v. (1). 1866-1930 in Miscellaneous Record, entry 129.  
Record of certificates of incorporation, showing dates, names of corporation and board of directors, certificate number, and date of filing. Arr. chron. Indexed alph. by name of corporation. Typed. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
157. LEASE RECORD, 1906-27. 4 v. (1-4). 1866-1905, 1928-- in Miscellaneous Record, entry 129.  
Record of oil, gas, coal, and mineral leases, showing names of owner and party or company making lease, description and location of property, date and terms of lease, consideration, and date of expiration of lease. Arr. chron. Indexed alph. by name of grantor. Hdw., typed and hdw. on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
158. RECORD OF STALLION CERTIFICATES, 1913-17. 1 v. 1910-12, 1918-- in Miscellaneous Record, entry 129.  
Record of stallion certificates and renewals, showing certificate and registration numbers, names of owner, examiner, and breeder, name and description of stallion, date of foaling, dates of expiration of license and renewal, signature of secretary of board, and date and time of filing. Arr. chron. Indexed alph. by name of owner. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s east vlt., bsmt.
159. CLAIM SERVICE RECORD (Liens on Gets), 1888-91. 1 v. Prior records cannot be located. 1892-- in Miscellaneous Record, entry 129.  
Record of liens on gets for service of stallions and jacks, showing owner's name and address, description of female, amount of lien, and date of last service. Arr. chron. No index. Hdw. under pr. hdgs. 430 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.



160. (INSURANCE COMPANY CHARTER), 1889. In Miscellaneous Files (County Clerk), entry 123.

Copy of charter of incorporation of the Murphysboro Mutual Fire Insurance Company, showing names of directors, amount of assets and liabilities, and date of incorporation. Hdw. on pr. fm.

161. RECORD OF SALE OF SCHOOL LANDS, 1841-60. 1 v. Discontinued. Record of sales of school lands, including hand-drawn plats, showing name of purchaser, lot number, price per acre, total selling price, description of property, date and place of sale, and name of school commissioner. Arr. chron. No index. Hdw. 100 p. 13 x 8 x 1. Cir. clk.'s vlt., 1st fl.

For list of sales of school lands, see entry 34.

### Maps and Plats

162. FIELD NOTES (Government Surveys), 1859---. 1 v.

Record of plats and descriptions of townships in Jackson County made by United States Surveyor General, showing township number, date, description of exterior section and quarter section corners, interior corners and extra corners, and name of surveyor general. Arr. alph. by name of twp. Scale 1 in. to 40 chains. No index. Hdw. and hand-drawn. 25 p. 18 x 18 x 1. Cir. clk.'s vlt., 1st fl.

163. PLAT BOOK, 1859---. 5 v. (A, 3-6).

Political plats of towns, cities, and villages, showing name and location of town, city, or village, location of streets, alleys, and railroads, lots, blocks, subdivision, and section numbers, names of various surveyors, and dates of survey and filing. Volume A has been transcribed into volume 3. Arr. chron. For index, v. 3-6, see entry 127; v. A, no index. Hdw. and hand-drawn. 300 - 1200 p. 20 x 14 x 1 - 24 x 18 x 3. Cir. clk.'s vlt., 1st fl.

For prior plat records, see entries 129, 130.

164. MINES IN JACKSON COUNTY, 1920---. 50 maps.

Mine maps showing outline of coal rights to be mined, entries, rooms, cross-cuts, air courses, overcasts, main haulage ways, partings, trap doors, slate falls, abandoned areas, and sumps, with shadings and symbols for each. Blueprint. 1 in. to 200 ft. 36 x 48. Cir. clk.'s vlt., 1st fl.

165. KATHLEEN MINE OF UNION COLLIERY COMPANY, 1920---. 18 maps.

Maps of Kathleen Mine, showing outline of coal rights to be mined, entries, rooms, crosscuts, air courses, overcasts, main haulage ways, partings, trap doors, slate falls, abandoned areas, and sumps, with shadings and symbols for each. Published in Dowell, Illinois. Blueprint. 1 in. to 200 ft. 60 x 36. Cir. clk.'s vlt., 1st fl.

166. CITY, VILLAGE, AND TOWNSHIPS OF JACKSON COUNTY, 1907-19. 39 maps.

Plats of cities, villages, and townships of Jackson County, showing size, name, location, and description of city, village, or township, location of streets, roads, and sidewalks, boundary lines, date of filing, and record book and page of entry. Authors, county surveyor and county engineer. Blueprint. 18 x 20. Cir. clk.'s vlt., 1st fl.



167. LANDS OF STECKER BREWING COMPANY, 1917. 1 map.  
Map showing location of brewery and adjacent buildings, acreage, and location of real estate. Author, W. F. Hughes, county surveyor. Published in Murphysboro, Illinois. Blueprint. 13 x 14. Cir. clk.'s vlt., 1st fl.

168. AVA, ILLINOIS, 1902-7. 2 maps.  
Maps of city of Ava, showing boundaries, location of streets, sidewalks, roads, and lots, and section, block, and lot numbers. Authors, T. T. Williams and W. F. Hughes. Blueprint. 1 in. to 200 ft. 18 x 24. Cir. clk.'s vlt., 1st fl.

169. BROWNSVILLE, ILLINOIS. 1843. 3 plats.  
Reproduction of original plats of town and suburban lots of Brownsville as recorded in 1826, showing name of subdivision, lot, block, and subdivision numbers, location of streets and sidewalks, and size of lots. The original recorded plat was destroyed by fire, 1943. Printed. 1 in. to 16 rd. 13 x 20. Cir. clk.'s vlt., 1st fl.

#### IV. COUNTY COURT

The county court serves as the judicial branch of county government. This court is administered by the county judge who is elected for a four-year term by the county electorate. Before entering upon the duties of his office, the county judge is required to take and subscribe to an oath which he files with the secretary of state. The compensation of the Jackson County judge was originally set at two dollars and fifty cents per diem for holding court, which was paid quarterly out of the county treasury.<sup>1</sup> Today, the judge in this county receives \$3,240 per annum.<sup>2</sup> The court hears and determines matters in which it has original or concurrent jurisdiction, including appeals from the justices of the peace and police magistrates.<sup>3</sup>

The powers of the judiciary in Jackson were originally administered only by the justices of the peace,<sup>4</sup> magistrates,<sup>5</sup> the probate judge,<sup>6</sup> and the circuit court.<sup>7</sup> Later, a civil and criminal court with jurisdiction coextensive with the county lines, was established under the pro-

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1. L.1349, p. 62,63.

2. L.1953, p. 616.

3. R.S.1874, p. 340; L.1321, p. 70.

4. Constitution of 1813, Art. IV, sec. 8; L.1213, p. 192.

5. Ordinance of 1787; Revised Code of the Illinois Territory, 1807-14, p. 357,358,373,374.

6. L.1321, p. 119.

7. L.1319, p. 380.



visions of the Constitution of 1848 and the legislation of 1849.<sup>1</sup> The court created was the county court. This unit of county government was established with a partial reversion to the dual, administrative and judicial, function of the local judiciary in Illinois under the Territorial Laws prior to 1818. The court was different from the territorial courts in that its composition varied for each of the two functions. The judicial court was administered by the county judge, who was elected by the county electorate and commissioned by the Governor. His original four-year tenure of office has remained effective to the present day.<sup>2</sup> As the administrative body, the court was made up of the county judge and two justices of the peace.<sup>3</sup>

Under the second constitution complete separation of county business powers from the judicial could be had with the acceptance by the county electorate of an independent administrative body, the board of supervisors, established under township organization. This plan of government was not selected immediately, and Jackson was governed by the dual county court until 1872 when the county board of supervisors became successor to the county court in its jurisdiction over county affairs and business. From that date on, the county court has served only as a judicial court in Jackson County.

The county court as established in 1849 was vested with the same civil and criminal jurisdiction as the justices of the peace. The county judge was made conservator of the peace for the county. He was given the same power and authority as the circuit court in preserving order in the court and punishing contempts offered the court while in session.<sup>4</sup> Suits for sale of delinquent lands for taxes of 1848, and prior years, could be brought and presented in either the circuit or county court, but for taxes of subsequent years, the county court was given exclusive original jurisdiction.<sup>5</sup> The court also exercised jurisdiction equal with that of the circuit court over naturalization.<sup>6</sup>

In addition to its civil and criminal jurisdiction, the court was vested with all the powers and jurisdiction in probate matters which were vested prior to this date in the court of the probate justice. The court was given concurrent jurisdiction with the circuit court in hearing and determining applications for the sale of real estate of deceased persons and for the payment of debts for the estate.<sup>7</sup> In Jackson County the county judge has served to the present day in his ex-officio capacity as judge of the probate court.

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1. Constitution of 1848, Art. V, sec. 16; L.1849, p. 62.
  2. L.1849, p. 62; R.S.1874, p. 339; L.1933, p. 451.
  3. L.1849, p. 65.
  4. Ibid.; L.1859, p. 99; R.S.1874, p. 340; L.1933, p. 451.
  5. L.1849, p. 126.
  6. U.S.S. at Large, 1802, p. 155.
  7. L.1849, p. 65.



The law jurisdiction of the county court in Jackson County from 1874 to the present has been concurrent with that of the circuit court in that class of cases, first, wherein the justices of the peace have jurisdiction where the value of the amount in controversy does not exceed \$1,000;<sup>1</sup> second, in all cases of appeals from justices of the peace and police magistrates; third, in all criminal offenses and misdemeanors where the punishment is not imprisonment in the penitentiary or death.<sup>2</sup> The county court also has original jurisdiction in matters relating to indigent mothers,<sup>3</sup> jurisdiction over the persons of insane persons not charged with crime, and authority to appoint a conservator for the estates of insane persons.<sup>4</sup> This authority was formerly vested in the circuit court.<sup>5</sup>

In Jackson County the county and circuit courts have original jurisdiction in juvenile court matters. This jurisdiction is over matters dealing with dependent, neglected, and delinquent children. The authority includes provision for the treatment, control, maintenance, adoption, and guardianship of such children.<sup>6</sup>

In this class of cases the juvenile probation officer functions as an assistant of the county court in the administration of justice. Provision was first made for a probation officer under the laws of 1899. This legislation provided for the appointment of probation officers by the court to serve without compensation from the public treasury and at the pleasure of the court.<sup>7</sup> In 1907 this provision was changed and the probation officer was compensated at a rate fixed by the court not in excess of the statutory limitation. Today in Jackson County the rate of compensation is set at not less than \$100 a month.<sup>8</sup> If more than one juvenile probation officer is appointed, one is designated the chief probation officer, who is to have one year's active experience in social welfare work.

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1. Under the laws of 1872 the jurisdiction was in cases not exceeding \$500. The revised statutes of 1874 and subsequent legislation extended the jurisdiction to cases wherein the amount involved was not over \$1,000 (L.1933, p. 449,452). An amendment to the act of 1874 was passed on May 3, 1933, which extended the jurisdiction to \$2,000, and a later amendment in the same session, passed June 21, 1933, placed the jurisdiction in cases where the amount involved is not over \$1,000.
  2. R.S.1874, p. 339; L.1877, p. 77; L.1933, p. 448.
  3. L.1913, p. 127; L.1915, p. 243; L.1921, p. 164; L.1935, p. 256.
  4. L.1869, p. 364; R.S.1874, p. 685; L.1903, p. 247.
  5. R.S.1845, p. 685.
  6. L.1899, p. 131; L.1901, p. 141; L.1905, p. 152; L.1907, p. 70; L.1925, p. 187.
  7. L.1899, p. 133.
  8. L.1907, p. 69,70; L.1925, p. 187.



The officer under consideration makes investigation on order of the court and takes charge of the child before and after trial. He is required to be present at the court hearings in order that he may represent the interest of the child. This officer also furnishes information and assistance as required by the court.

Upon petition filed with the clerk of the court for the removal of a neglected or dependent child from the custody of its parent(s) or guardian, process is issued for appearance. The summons may be served by the sheriff or the duly-appointed probation officer.

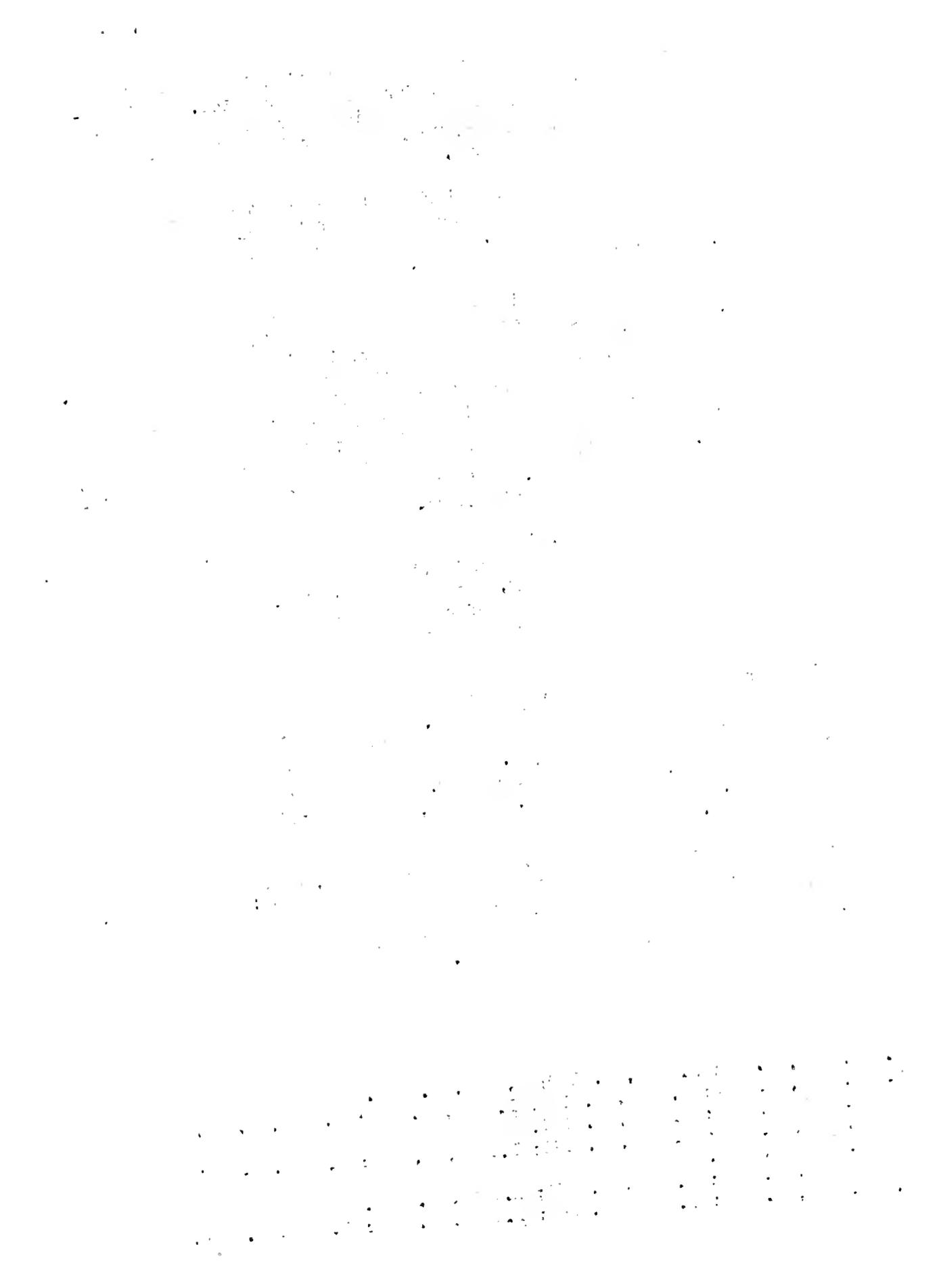
At any time after the filing of the petition and pending the final disposition, the court may allow the child to remain in the possession of its custodian or in its home subject to the visitation of the probation officer; or the child may be ordered in custody of the probation officer.<sup>1</sup> If upon hearing the case the court finds the child to be dependent or neglected, the court may commit the child to an association or institution or allow the child to remain in his home subject to the visitation of the probation officer.<sup>2</sup> In a similar fashion the probation officer for adults, an appointee of the circuit court, assists the county court in the administration of justice among adult violators.

In cases of delinquency, if the court finds any child to be delinquent, the court may commit the child to an institution or to the custody of the probation officer. The court may, upon its discretion, send juvenile offenders and vagrants to the state reform school rather than the county jail.<sup>3</sup> Appeals may be taken in any of these classes of juvenile cases to the circuit court.<sup>4</sup>

Another probation officer, also an appointee of the county court, assists the court in mothers' pension cases. The state and county funds for indigent mothers and their children are administered by the county court, its appointed probation officer(s), the county board with the assistance of the county clerk, the county treasurer, and the state department of public welfare. The county court, however, is given original jurisdiction in these matters.<sup>5</sup>

A mother whose husband is dead or incapacitated, or who is abandoned by her husband, is entitled to the benefits of the mothers' pension fund. Such mother in need may file an application with the county court for relief. The case of the applicant is then investigated by the probation officer under the direction of the court.

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1. L.1907, p. 74; L.1911, p. 126; L.1923, p. 181.
  2. L.1899, p. 133; L.1901, p. 144; L.1905, p. 152; L.1907, p. 73,74;  
L.1911, p. 126; L.1925, p. 187.
  3. L.1899, p. 134; L.1901, p. 141; L.1905, p. 153; L.1907, p. 75;  
L.1925, p. 187.
  4. L.1899, p. 131; L.1901, p. 141; L.1923, p. 180.
  5. L.1913, p. 127; L.1915, p. 243; L.1921, p. 164; L.1935, p. 256.



A report and recommendation of the approval or disapproval of such application is then made by this officer to the court. If the application is approved, the probation officer or other person may file with the clerk of the court a written petition verified by affidavit setting forth the facts giving the court jurisdiction and other facts upon which an order for relief is entered. Upon receipt of the petition, a summons is issued to the mother and the county board for appearance. The usual procedure is for the board to make a written appearance. Upon the hearing in court, the court may make an order upon the county board to pay monthly such money as may be necessary for the care of the mother and her child or children in accordance with the provisions of law.

To carry out this procedure, the county court appoints the probation officer who serves during the pleasure of the court and is compensated for his services by the county board. As noted above, this officer investigates all applications for relief and makes a written report to the court. In addition to this duty, the probation officer makes quarterly visits and supervises, under the direction of the court, the families to which such assistance has been granted.<sup>1</sup> The rate of compensation is set by the county board.

The county board annually levies a tax on all taxable property to provide for the mothers' pension fund. The levy is made not in excess of two-fifths of one mill on a dollar in Jackson County.<sup>2</sup> Also the General Assembly makes appropriations from time to time to the state department of public welfare which are distributed to the several counties as a part of the pension fund. To become entitled to the state appropriations, the county must meet the standards of administration set by the state agency. The county treasurer certifies to the state department an itemized statement, attested by the county clerk, of the money paid out in accordance with the legislative provisions for this pension beginning July 1, 1935, and also the total assessment and levy, beginning as of this period, for this purpose.<sup>3</sup>

Jurisdiction in the election procedure is vested variously in the county board, the county court, and the county clerk. The Jackson county court performs an important function in this procedure. In each city, village, and incorporated town adopting the act regulating elections in such political units, there is a board of election commissioners composed of three appointees of the county court who serve alternately for three-year terms.<sup>4</sup> The election boards have authority and are charged with the

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1. L.1933, p. 194; L.1935, p. 256.
  2. L.1919, p. 780,781; L.1927, p. 196,197; L.1928, First Sp. Sess., p. 3,4; L.1933, p. 194.
  3. L.1935, p. 259.
  4. L.1885, p. 142; L.1899, p. 157; L.1917, p. 415; L.1929, p. 399; L.1933, p. 534; L.1935-36, Fourth Sp. Sess., p. 33.



organization of election districts and precincts, the appointment of judges and clerks of election, provision for election ballots, and the application of the rules and regulations for permanent registration and elections.<sup>1</sup> Otherwise, jurisdiction is vested in the county board, county court, and county clerk. The county court has original jurisdiction in election contests for certain county, district, and township offices.<sup>2</sup>

The county officers electoral board aids in questions arising in the course of the election procedure. This body consists of the county judge, who is chairman of the board, the county clerk, and the state's attorney.<sup>3</sup>

The several nomination papers for county offices are filed with the county clerk and are considered valid unless objections are made within five days after the last day for filing such papers. Objections to nominations are made to the county officers electoral board for any office of the county, park district, or other division coterminous with or less than the county and other than a city, village, incorporated town, or township.<sup>4</sup> The objector's petition is filed with the county clerk who presents the same together with the nomination papers or certificate before the electoral board.<sup>5</sup> The petition contains the objector's name, residence, the nature of the objection, the interest of the objector, and the relief sought of the board.<sup>6</sup> A notice of the hearing is sent to the candidate. Upon hearing of the objections, the majority decision of the board is final. In the event one of the members of the board is a candidate to the office objected to, then the circuit judge is required to fill his place on the board.<sup>7</sup>

Under an act of 1933, housing corporations may be organized in Illinois for the express purpose of improving housing conditions.<sup>8</sup> Such corporations are subject to the supervision and control of the state housing board. This state agency has authority, after investigations and public hearings, to approve the acquisition of property and construction of housing projects. If the state housing board approves a project over the objections of ten percent of the property owners within a mile, but not included in the project, it must then file an application with the clerk of the county court to be submitted to the county judge for the confirmation of its approval. Such application is to contain copies of the

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1. L.1885, p. 142; L.1899, p. 157; L.1917, p. 445; L.1929, p. 399; L.1933, p. 534; L.1935-36, Fourth Sp. Sess., p. 33.
  2. L.1895, p. 170.
  3. L.1891, p. 110; L.1933, p. 552.
  4. L.1891, p. 110, 111; L.1929, p. 394.
  5. L.1891, p. 111; L.1929, p. 394; L.1933, p. 552.
  6. L.1929, p. 394, 395.
  7. L.1933, p. 552.
  8. L.1933, p. 396-415; L.1933-34, Third Sp. Sess., p. 167-74.



finding and order of the board, transcript of testimony, description of the project and public spaces, statement of location, and reasons of approval by the board. The objectors to the project may file objections to the confirmation of such a project. The county judge then examines the application, objections, and any additional evidence before rendering a decision of "approval" or "not approval" of the application.<sup>1</sup>

Appeals from the judgments and decisions of the county court may be taken to the circuit court.<sup>2</sup> To the appellate court or supreme court may be taken the prosecuted appeals and writs of error in proceedings for the sale of lands for taxes and special assessments, and in all common law and attachment cases, and cases of forcible detainer, and forcible entry and detainer. Such appeals and writs of error are, when not otherwise provided, taken and prosecuted in the same manner as appeals and writs of error from the circuit court.<sup>3</sup>

The records of the county court are kept by its clerk. In Jackson County the county clerk is ex-officio clerk of the county court. In addition to the statutory records described below the clerk necessarily maintains others in effecting the court's orders.<sup>4</sup>

For the court, the clerk keeps the following records:

1. Books of records of the proceedings and judgments of the court with alphabetical indexes by names of parties. Proceedings are recorded at length only in cases designated by law or when the court, at the motion and assumption of expenses by one of the parties, so orders. In practice, the court record has been broken down from an early date into segregated types of proceedings and judgments.
2. "Plaintiff-Defendant Index to Court Records" and "Defendant-Plaintiff Index to Court Records", intended to be separate records, but frequently combined in a single volume with the two indexes segregated in each volume.
3. A general docket in which all suits are entered in the order they are commenced.
4. A judgment and execution docket containing a column for the entry of satisfaction or other disposition. In practice, an execution docket is frequently set up independently.

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1. L.1933, p. 396-415; L.1933-34, Third Sp. Sess., p. 167-74.  
2. R.S.1874, p. 344; L.1933, p. 396.  
3. R.S.1874, p. 344; L.1877, p. 77; L.1881, p. 66.  
4. The form which such records take is generally determined by court order (L.1849, p. 66; R.S.1874, p. 263).



5. Additional dockets, designated as the clerk's, judge's, and bar docket. In practice, the bar docket has tended to drop out of use.<sup>1</sup>
6. A fee book in which costs and fees are to be entered under the proper title of the cause. In practice, separate series of volumes are maintained under these titles of causes.
7. Transcripts of proceedings in appeals from justices' courts, dockets thereof, and transcripts of judgment for liens, etc., from justices' courts.
8. Naturalization records including petitions, proceedings, final certificates, etc. The county courts in Illinois prior to 1906 met the requirement of Federal Statutes to exercise naturalization jurisdiction.<sup>2</sup>
9. Original documents used in court hearings and determinations; of particular importance in the large number of cases where complete proceedings are not spread on court record.<sup>3</sup>
10. Monthly reports of the warden of the county jail containing a list of all prisoners in his custody and showing the cause of commitment and persons by whom committed.<sup>4</sup>

Proceedings of Court

170. COUNTY COURT INDEX (Common Law and Criminal), 1872--. 1 v. Index to common law and criminal files, showing names of plaintiff and defendant, case and file box number, and term date. Arr. alph. by name of defendant. Hdw. under pr. hdgs. 700 p. 18 $\frac{1}{2}$  x 14 x 3 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

171. COMMON LAW FILES, 1872--. 13 f.b. (11-D13). Files of common law cases in county court, including subpoenas, pleas, warrants, summonses, writs, depositions, witness affidavits, commitments, replications, stipulations, appeal bonds, appeals, jury verdicts, and court decrees. Arr. chron. For index, see entry 47. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

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1. The Civil Practice Act of 1933 grants authority to county courts, subject to rules promulgated by the supreme court and not inconsistent with statutory requirements, to make such rules as they may deem expedient, regulating dockets and calendars of said court (L.1933, p. 786).
  2. U.S.S. at Large, v. 2, p. 153; U.S.R.S.1789-1874, p. 378.
  3. R.S.1845, p. 323,324,414,418,419; L.1865, p. 79,80; L.1871-72, p. 325; R.S.1874, p. 262,263,339; L.1877, p. 77; L.1933, p. 448,451; U.S.S. at Large, v. 2, p. 153-55; U.S.R.S.1789-1874, p. 378-80; U.S.S. at Large, v. 34, part 1, p. 596-607; U.S.S. at Large, v. 44, part 2, p. 709,710.
  4. R.S.1874, p. 616; L.1933, p. 678.



172. COUNTY COURT FILES (Appeal), 1872--. 8 f.b. (E1-E8). Complete files of documents belonging to common law cases appealed from lower courts; appeal showing date, term, names of plaintiff and defendant, court from which appealed, and decree of court. Arr. chron. For index, see entry 47. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

173. CRIMINAL FILES, 1872--. 35 f.b. (C1-C35). Files of criminal cases in county court, including summonses, subpoenas, pleas, warrants, writs, indictments, depositions, witness affidavits, commitments, replications, stipulations, recognizance and appeal bonds, appeals, jury verdicts, and court decrees. Arr. chron. For index, see entry 47. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

174. COUNTY COURT RECORD (Criminal and Common Law), 1872--. 7 v. (1, 2, 1-4, 1). County court record of criminal, common law, and probation cases, showing date, term, names of plaintiff and defendant, nature of action, proceedings, and orders of court. Also contains Insanity Record, 1872-73, entry 176; Adoption Record, 1872-94, 1927--, entry 178; Record of Indictments, 1912--, entry 181; Judgment by Confession in Vacation, 1872-97, 1909--, entry 182; Default Record, 1872-73, 1880--, entry 183; Certificate of Discharge - Parole Law, 1898--, entry 205; and Delinquent and Dependent Children, 1872-1919, entry 206. Arr. chron. Indexed alph. by name of defendant. 1872-1932, hdw.; 1933--, typed. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

175. INSANITY FILES, 1858--. 13 f.b. (J1-J13). Prior records cannot be located. Original documents in insanity cases, including petitions, affidavits, investigation reports, complaints, physicians' reports, summonses, court orders, and jury verdicts. Arr. chron. For index, see entry 47. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

176. INSANITY RECORD, 1874--. 5 v. (A, A-D). Title varies: Insane Records. 1858-71 in Probate Record, entry 217; 1872-73 in County Court Record (Criminal and Common Law), entry 174. Record of proceedings in insanity cases, showing names of alleged insane, petitioner, judge, witnesses, clerk, and members of examining commission, statement of petitioner, date of hearing, physician's report, orders of court, verdict of jury, and date of filing. Arr. chron. Indexed alph. by name of alleged insane. Hdw. on pr. fm. 500 p. 18 x 13 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

177. ADOPTIONS, 1871--. 2 f.b. (P1, P2). Original papers filed in adoption cases, including petitions, affidavits, investigation reports, statistical particulars, and court orders. Arr. chron. For index, see entry 47. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.



178. ADOPTION RECORD, 1895-1926. 2 v. (1, 2). 1872-94, 1927-- in County Court Record (Criminal and Common Law), entry 174.  
Record of adoption cases in county court, showing case number, names of petitioner, parents or guardian, minor child, and county judge, proceedings of court, court orders, and date of filing. Arr. chron. Indexed alph. by name of minor. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.
179. ASSIGNMENTS (Voluntary and Involuntary), 1880-1917. 3 f.b. (Q1-Q3). Prior records cannot be located. Discontinued; subsequent records kept by United States District Court.  
Original papers filed in cases of assignment of real and personal property to pay debts, including assignment, inventory of real estate and personal property, assignee's bond and report, list of creditors, and amount of indebtedness. Arr. chron. For index, see entry 47. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.
180. ASSIGNMENT RECORD, 1880-1918. 2 v. (1 not lettered, B). Prior records cannot be located. Discontinued; subsequent records kept by United States District Court.  
Record of assignment of real estate and personal property in cases of insolvent debtors, showing dates of assignment and of filing, inventory of real and personal property, valuation of estate, name and report of assignee, date and amount of assignee's bond, names of creditors, and amount of indebtedness. Arr. chron. Indexed alph. by name of insolvent debtor. Hdw. 400 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.
181. RECORD OF INDICTMENTS, 1872-1911. 1 v. 1912-- in County Court Record (Criminal and Common Law), entry 174.  
Record of indictments, showing date, case number, reason for indictment, and names of plaintiff, defendant, attorneys, grand jurors, and witnesses, and date of filing. Arr. chron. No index. Hdw. and typed on pr. fm. 576 p. 18 x 13 x 2 $\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.
182. JUDGMENT BY CONFESSION IN VACATION, 1872-1908. 1 v. 1909-- in County Court Record (Criminal and Common Law), entry 174.  
Record of judgment by confession in vacation, showing date, term, names of plaintiff, defendant, and attorneys, amount of debt, court costs, and orders of court. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.
183. DEFAULT RECORD, 1874-79. 1 v. 1872-73, 1880-- in County Court Record (Criminal and Common Law), entry 174.  
Record of judgments by default, showing names of plaintiff, defendant, and attorneys, nature of case, date, term, amount of damages, and orders of court. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 415 p. 18 x 13 x 2. Co. clk.'s east vlt., bsmt.
184. PRAECIFE FOR SUMMONS, 1874--. 2 v. Missing: 1897-1931.  
Copies of requests to county clerk for summons, showing date and number of request, names of plaintiff and defendant, court term, amount of damages, date of issue of summons, and signature of plaintiff's attorney. Arr. chron. No index. Hdw. on pr. fm. 200 p. 14 x 9 x 1. 1 v., 1874-96, co. clk.'s east vlt., bsmt.; 1 v., 1932--, co. clk.'s vlt., 1st fl.



185. PRAECIPE FOR SUBPOENA, 1872--. 2 v. Missing: 1899-1931.  
 Copies of attorneys' requests for subpoena, showing date, term of court, names of plaintiff and defendant, date and by whom subpoena is issued, and date of praecipe. Arr. chron. No index. Hdw. on pr. fm. 200 p. 14 x 9 x 1. 1 v., 1872-98, co. clk.'s east vlt., bsmt.; 1 v., 1932--, co. clk.'s vlt., 1st fl.

186. PRAECIPE FOR EXECUTION, 1872--. 2 v. Missing: 1900-1931.  
 Copies of requests to county clerk for order of execution, showing date and number of order, names of plaintiff and defendant, date, and number of application, and signature of plaintiff's attorney. Arr. chron. No index. Hdw. on pr. fm. 200 p. 14 x 9 x 1. 1 v., 1872-99, co. clk.'s east vlt., bsmt.; 1 v., 1932--, co. clk.'s vlt., 1st fl.

187. (VILLAGE INCORPORATION), 1887-1919. In Miscellaneous Files (County Clerk), entry 123.  
 Petitions to county court to incorporate villages, showing names of petitioners and village, notice of election, and legal description of incorporated lands. Hdw. on pr. fm.

Dockets

Court Dockets

188. CLERK'S DOCKET, 1874--. 5 v.  
 Clerk's docket of common law and criminal cases, showing date, term, names of plaintiff, defendant, and attorney, nature of case, and orders of court. Arr. by case no. No index. Hdw. under pr. hdgs. 350 p. 14 x 10 x 2 $\frac{1}{2}$ . 4 v., 1874-1925, co. clk.'s east vlt., bsmt.; 1 v., 1926--, co. clk.'s vlt., 1st fl.

189. JUDGE'S TRANSFER DOCKET - LAW, 1919--. 2 v. 1872-1918 in Judge's Docket, entry 191.  
 Docket of common law cases, showing case number, names of plaintiff, defendant, attorneys, and judge, term of court, abstract of proceedings, and orders of court. Arr. alph. by name of plaintiff. No index. Hdw. under pr. hdgs. 800 p. 16 x 12 x 4. Co. clk.'s vlt., 1st fl.

190. JUDGE'S TRANSFER DOCKET - CRIMINAL, 1919--. 3 v. 1872-1918 in Judge's Docket, entry 191.  
 Docket of criminal cases, showing case number, names of plaintiff, defendant, witnesses, judge, and attorneys, term of court, abstract of proceedings, and orders of court. Arr. alph. by name of defendant. No index. Hdw. under pr. hdgs. 800 p. 16 x 12 x 4. Co. clk.'s vlt., 1st fl.

191. JUDGE'S DOCKET, 1872-1918. 5 v. (1-5).  
 Judge's docket of criminal and common law cases in county court, showing case number, names of plaintiff, defendant, attorneys, and judge, abstract of proceedings, and court orders. Subsequently kept as Judge's Transfer Docket - Law, entry 189, and Judge's Transfer Docket - Criminal, entry 190. Also contains County Judge's Juvenile Docket, entry 197. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s east vlt., bsmt.



192. JUDGMENT AND EXECUTION DOCKET, 1878--. 3 v. (A-C).

Docket of judgments and executions, showing names of plaintiff and defendant, case number, date and amount of judgment, date of execution, amount of debt, damages, or costs, and sheriff's return. This docket combines Judgment Docket, entry 193 and Execution Docket, entry 194. Arr. alph. by name of person against whom judgment is entered. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

193. JUDGMENT DOCKET, 1873-77. 1 v. 1865-72 in Execution Docket, entry 194; 1878-- in Judgment and Execution Docket, entry 192.

Docket of judgments, showing names of plaintiff and defendant, date and nature of judgment, case number, amount of damages and costs, and sheriff's return. Arr. alph. by name of person against whom judgment is entered. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

194. EXECUTION DOCKET, 1865-77. 1 v. 1878-- in Judgment and Execution Docket, entry 192.

Docket of executions and judgments, showing case number, names of plaintiff and defendant, amount of damages, costs, and debts, date and number of execution, and date of return. Also contains Judgment Docket, 1865-72, entry 193. Arr. chron. Indexed alph. by name of plaintiff. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

195. INSANITY DOCKET, 1893--. 3 v. (A-C). 1857-92 in Judge's Transfer Docket, entry 242.

Docket of insanity cases, showing case number, names of petitioner, patient, examining physician, and jurors, dates of petition, court terms, summons, and examination, reports of physicians, court orders, and date of filing. Also contains Docket of Proceedings of Feeble-mindedness, 1893-1914, entry 196. Arr. chron. Indexed alph. by name of insane person. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

196. DOCKET OF PROCEEDINGS OF FEEBLE-MINDEDNESS, 1915--. 1 v. (1). 1857-92 in Judge's Transfer Docket, entry 242; 1893-1914 in Insanity Docket, entry 195.

Docket of proceedings in cases of feeble-minded persons, showing case number, names of feeble-minded person, petitioner, witnesses, parents, and judge, history of case, dates of summons, hearing, and decrees, and orders of court. Arr. chron. Indexed alph. by name of alleged feeble-minded. Hdw. on pr. fm. 500 p. 18 x 13 x 2½. Co. clk.'s vlt., 1st fl.

197. COUNTY JUDGE'S JUVENILE DOCKET, 1919--. 1 v. (1). 1872-1918 in Judge's Docket, entry 191.

Docket of juvenile cases, showing names of petitioner, parents, and juvenile, residence and age of defendant, nature of charge, school record, occupation of parents, conduct of child, abstract of proceedings, and orders of court. Arr. chron. Indexed alph. by name of juvenile. Hdw. on pr. fm. 500 p. 16 x 12 x 2½. Co. clk.'s vlt., 1st fl.



198. BAR DOCKET, 1874-94. 2 v. Missing: 1879-93. Prior records cannot be located. Discontinued.

Bar docket showing date, term, case number, names of plaintiff, defendant, and attorneys, nature of action, and date set for hearing. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 14 x 9 x 1½. Co. clk.'s east vlt., bsmt.

199. DOCKET OF FINES, 1874-82. 1 v. Prior records cannot be located. Discontinued.

Docket of county court fines, showing name of defendant, reason for indictment, dates of arrest, indictment, and judgment, book and page of record and fee book, amount of fine and costs, date and amount of payment, and sheriff's return. Arr. chron. No index. Hdw. under pr. hdgs. 500 p. 18 x 12 x 2½. Co. clk.'s east vlt., bsmt.

For complete record of fines, see entry 212.

Justices' Dockets (See also entry 268)

200. JUSTICE DOCKETS, 1813-1932. 100 v. Subsequent dockets kept by local justices.

Docket and record of common law and criminal cases in justice of the peace courts, showing names of plaintiff, defendant, witnesses, and justices, kind of action, abstract of proceedings, and date of trial. Arr. chron. Indexed alph. by name of defendant. Hdw., and hdw. on pr. fm. 200 p. 12 x 8 x 2. Co. clk.'s east vlt., bsmt.

Fee Books

201. CRIMINAL FEE BOOK, 1887--. 7 v. (C-I). 1872-86 in Criminal and Common Law Fee Book, entry 203.

County court record of fees received in criminal cases, showing date, term, names of plaintiff and defendant, nature and amount of fees, total fees collected, and signature of recipient. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 600 p. 18 x 13 x 3. V. C-G, 1887-1927, co. clk.'s east vlt., bsmt.; v. H, I, 1928--, co. clk.'s off., 1st fl.

202. COMMON LAW FEE BOOK, 1891--. 3 v. (C-E). 1872-90 in Criminal and Common Law Fee Book, entry 203.

County court record of fees received in common law cases, showing date, term, names of plaintiff and defendant, nature and amount of fees, type of action, total amount of fees, and signature of recipient. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 600 p. 18 x 13 x 3. V. C, 1891-98, co. clk.'s east vlt., bsmt.; v. D, 1899-1929, co. clk.'s vlt., 1st fl.; v. E, 1930--, co. clk.'s off., 1st fl.

203. CRIMINAL AND COMMON LAW FEE BOOK, 1872-90. 2 v. (A, B).

County court record of fees in criminal and common law cases, showing date, term, names of plaintiff and defendant, nature and amount of fee, total amount of fees, and name of recipient. Subsequently kept as Criminal Fee Book, entry 201 and Common Law Fee Book, entry 202. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 500 p. 18 x 12 x 2½. Co. clk.'s east vlt., bsmt.



204. FEE BOOK INSANITY, 1894--. 3 v. (A-C). 1857-93 in Probate Fee Book, entry 247.

Record of fees received in insanity cases, showing case number, nature and amount of fees, date of receipt, name of payer, total amount of fees, receipts reported to county board, and date of filing. Arr. chron. Indexed alph. by name of alleged insane. Hdw. under pr. hdgs. 500 p. 18 x 13 x 2<sup>1</sup>/<sub>2</sub>. V. A, 1894-1915, co. clk.'s east vlt., bsmt.; v. B, C, 1916--, co. clk.'s vlt., 1st fl.

Parole and Probation

Adult

205. CERTIFICATE OF DISCHARGE - PAROLE LAW, 1895-97. 1 v. 1898-- in County Court Record (Criminal and Common Law), entry 174.

Record of applications for discharge under parole law, showing names of plaintiff and defendant, reason for sentence, recommendation from board of pardons, and date of parole. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 300 p. 16 x 12 x 1<sup>1</sup>/<sub>2</sub>. Co. clk.'s east vlt., bsmt.

Juvenile

206. DELINQUENT AND DEPENDENT CHILDREN, 1920--. 1 v. (1). 1872-1919 in County Court Record (Criminal and Common Law), entry 174.

Record of delinquent and dependent children, showing name of dependent or delinquent child, nature of charge, case number, to whom paroled, and decree of court. Arr. by case no. Indexed alph. by name of dependent or delinquent child. Typed. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

207. (INDENTURES), 1843--. In Miscellaneous Files (County Clerk), entry 123. Last paper filed, 1910.

Indenture papers of minor dependent children, showing names of petitioner and minor, duration of indenture, and date of petition. Hdw. on pr. fm.

Mothers' Pension (See also entries 16, 17, 23)

208. MOTHERS' PENSIONS, 1914--. 3 f.b. (51-53).

Mothers' pension file, including investigators' reports, applications, petitions, and court decrees. Arr. chron. For index, see entry 47. Hdw. and typed on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

209. MOTHERS' PENSION RECORD, 1920--. 2 v. (1, 2). Prior records cannot be located.

Record of court decrees in mothers' pension cases, showing dates of application and petition, names of mother and children, amount allowed, and date of approval. Arr. chron. Indexed alph. by name of mother. Hdw. on pr. fm. 300 p. 16 x 12 x 1<sup>1</sup>/<sub>2</sub>. Co. clk.'s vlt., 1st fl.



Naturalization  
(See also entries 297-301)

210. NATURALIZATION PAPERS, 1844-1904. 3 f.b. (K1-K3). Discontinued. Original papers in naturalization cases, including petitions, declarations of intentions, oath of allegiance, court orders, and final papers. Arr. chron. For index, see entry 47. Hdw., and hdw. on pr. fm. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

211. NATURALIZATION RECORD, 1873-1906. 4 v. (A-C, C). Discontinued. Record of declarations of intentions, petitions, and certificates of minors, adults, and discharged soldiers, showing dates, name, age, race, birthplace, and marital status of alien, oath of renunciation, and date of final certificate. Arr. chron. Indexed alph. by name of alien. Hdw. on pr. fm. 300 p. 18 x 12 x 1½. Co. clk.'s vlt., 1st fl.

Receipts and Expenditures

212. LEDGER, 1878--. 8 v. Title varies: County Clerk's Ledger of Fees; County Clerk's Ledger of Trust Funds. Ledger of county and probate court fines and fees, including appraisers' and guardians' fees, witness fees, judgment, forfeiture, and redemption fees, and hunting and fishing license fees, showing date, amount, purpose and nature of fee, and from whom received. Arr. chron. Indexed alph. by type of fee. Hdw. 600 p. 16 x 12 x 3 - 18 x 12 x 3. 6 v., 1878-1914, co. clk.'s east vlt., bsmt.; 2 v., 1915--., co. clk.'s vlt., 1st fl.

213. COUNTY CLERK'S COURT RECEIPTS, 1912--. 9 v. Prior records destroyed. Stubs of receipts for court fees, showing type of fee, names of plaintiff and defendant, case number, fee book and page of entry, dates, and total receipts. Arr. chron. No index. Hdw. on pr. fm. 150 p. 13 x 13 x 1½. 8 v., 1912-35, co. clk.'s east vlt., bsmt.; 1 v., 1934--., co. clk.'s off., 1st fl.

V. PROBATE COURT

In Jackson County, a separate probate court is not maintained, the function of this court being delegated to the county court. The county court has original jurisdiction in all matters of probate, the settlement of estates of deceased persons, the appointment of guardians and conservators and settlement of their accounts; matters relating to apprentices; proceedings by executors and administrators for sale of real estate; pro-



ceedings for the collection of taxes and special assessments of property in probate.<sup>1</sup> The court has power to impanel a jury for the trial of issues or matters of fact in any of these proceedings before it.<sup>2</sup>

Jurisdiction in probate matters in Jackson County was first exercised by the county commissioners' court.<sup>3</sup> In 1821 a separate probate court was established; its incumbent, the judge of the probate court, was an elected officer of the General Assembly and held office during good behavior.<sup>4</sup> The next incumbent was the probate justice, an elected officer of the county electorate.<sup>5</sup> The justice's tenure of office was four years until 1845 when it was reduced to two years.<sup>6</sup> Twelve years after the first election of the probate justice by the county electorate, the jurisdiction of the probate court was transferred to the newly-created county court which was established in 1849.<sup>7</sup> The Jackson county court has retained probate jurisdiction from 1849 to the present.<sup>8</sup>

Aiding the court in its jurisdiction over the administration of intestate estates and the guardianship of minors, are the public administrator and the public guardian. Each officer is appointed quadrennially by the Governor with the advice and consent of the senate. The public administrator and public guardian are required to enter into bonds set and approved by the court in sums not less than \$5,000.<sup>9</sup> Their duties are performed under the direction and orders of the court. The records that result from their prescribed duties appear among the records of the court with those of other administrators, executors, and guardians.

When there is no relative or creditor who will administer an intestate estate, the court commits the administration to the public administrator upon application of any person interested in the deceased estate.<sup>10</sup> If a widow or next of kin, or creditor of the deceased, appears within six months after the administration is granted to the public administrator, the court then revokes its grant of administration to the public administrator and orders letters of administration granted to such person interested in the estate. If, after all debts and charges against the estate which have been presented within two years after the administration of the estate was committed to such public administrator are fully paid, and any balance of

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1. Constitution of 1870, Art. VI, sec. 20; R.S.1874, p. 339,340; L.1877, p. 80.
  2. R.S.1845, p. 425; L.1933, p. 460.
  3. L.1819, p. 223.
  4. L.1821, p. 119; L.1823, p. 132; L.1825, p. 87.
  5. L.1836-37, p. 176; R.S.1845, p. 426.
  6. R.S.1845, p. 425.
  7. Constitution of 1848, Art. V, sec. 16,18; L.1849, p. 65.
  8. R.S.1874, p. 339,340; L.1933, p. 449,458.
  9. L.1825, p. 70-72; R.L.1829, p. 209; R.L.1833, p. 627,628; R.S.1845, p. 548; L.1871-72, p. 77; L.1881, p. 3; L.1889, p. 165.
  10. R.L.1833, p. 628; R.S.1845, p. 548; L.1871-72, p. 77.



intestate estate remains, the administrator causes a notice to be published requiring persons still having claims against the estate to present them to the county court within six months. If no such claim is presented upon the expiration of the six-month period, the balance is paid into the county treasury, the county remaining answerable to any future claims.<sup>1</sup>

As already noted, the court has authority to appoint guardians of minor heirs of deceased persons.<sup>2</sup> In cases where the minor is under fourteen years of age the court appoints his guardian. When the minor is over fourteen he may nominate his own guardian, subject to the approval of the court.<sup>3</sup> Under the direction of the court, the guardian is responsible for the custody, nurture, and tuition of his ward, and the care and management of his estate. The court may assign the guardianship of the estate to one guardian and the custody and tuition to another.<sup>4</sup> Within sixty days after his appointment, the guardian returns to the court a complete inventory of the real and personal estate of the ward in the form prescribed by law.<sup>5</sup> At the end of the first year of his appointment, and every three years thereafter, he makes a settlement of his accounts. When his trust is completed or upon the death of the ward, the guardian makes final settlement and delivers over to persons entitled, the property and papers in his hands as guardian.<sup>6</sup> Upon failure of a guardian appointed by the court to act within three months in this capacity, the court commits the guardianship of the minor to the public guardian.<sup>7</sup> The latter's records appear with those of other guardians.

The clerk of the county commissioners' court from 1819 to 1821, the early probate judge, 1821 to 1837, and the probate justice, 1837 to 1849, each performed the ministerial function of the probate clerk.<sup>8</sup> With the creation of the county court in 1849, until the present, the county clerk has served as ex-officio probate clerk.<sup>9</sup>

The clerk is required to attend the sessions of the court, issue all process, preserve all the files and pages thereof, make, keep, and preserve complete records of all the proceedings and determinations, do and perform

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1. R.S.1845, p. 549, L.1871-72, p. 77.
  2. L.1831, p. 100; L.1835, p. 36; R.S.1845, p. 265,266; L.1873-74, p. 107; L.1919, p. 582; L.1931, p. 618; L.1937, p. 660.
  3. Ibid.
  4. L.1871-72, p. 469; L.1877, p. 114.
  5. L.1919, p. 582; L.1933, p. 644.
  6. L.1871-72, p. 469; L.1919, p. 582; L.1929, p. 506.
  7. L.1889, p. 165.
  8. L.1821, p. 119,120; R.L.1829, p. 215; L.1831, p. 192; R.S.1845, p. 427.
  9. Constitution of 1848, Art. V, sec. 16,18; L.1849, p. 64-65; R.S.1874, p. 339,340.



all other duties pertaining to his office as required by law or the rules and orders of his court, and enter of record all judgments, decrees, and orders of the court.<sup>1</sup>

The major records of the probate court, which are kept by the clerk are the following:

1. Journal of all judicial proceedings and determinations of the judge.
2. A judgment docket with a direct and an indirect index; former by name of claimant against estate, latter by estate. In practice, the requirement of two indexes often leads to two dockets.
3. Books for recordation of bonds and letters of administrators, executors, guardians, and conservators; appraisement and sale bills; widows' relinquishment and selection of property; wills and the probate thereof; annual and final reports of administrators, executors, guardians, and conservators. Generally each category of these probate business matters is recorded separately, but the segregation is not always carefully maintained.
4. Separate dockets of unsettled estates and claims against estates, and a ledger of the accounts of executors, administrators, and guardians. Note that the dockets of probate business matters are separated from dockets of court proceedings, just as are the books of recordation of the two categories; the intention of the law to make this distinction is further shown in its granting the clerk, during vacation of the court, power to receive petitions, accept bonds, grant letters testamentary, etc.
5. Files of original documents not subject to recordation; indexes of such; records of office transactions in pursuance of the court's orders to the clerk necessary in the latter's settlement with that body.<sup>2</sup>

#### Proceedings of Court

214. ESTATE AND GUARDIAN INDEX, 1843--. 1 v.

Index to guardians' and estate files, showing date, names of estate and administrator, executor, conservator, or guardian, and file box number. Arr. alph. by name of estate. Hdw. under pr. hdgs. 700 p. 18 $\frac{1}{2}$  x 14 x 3 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

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1. L.1877, p. 79; L.1881, p. 72; L.1933, p. 458,459.
  2. L.1821, p. 119,120; R.L.1829, p. 215,231; R.L.1857, p. 429; R.S.1845, p. 427,428; L.1851, p. 193; L.1859, p. 92-94; R.S.1874, p. 260-65; L.1877, p. 63; L.1933, p. 293.



215. ESTATE FILES, 1843---. 124 f.b. (A1-A124). Prior records destroyed by fire.

Files of estate papers, including petitions, oaths, bonds, and letters of administrator, executor, or conservator, proof of will and of heirship, estate inventories and appraisements, accounts current and final, reports on financial condition of estate, sale bills, widows' selections, and claims against estate. Arr. chron. For index, see entry 214. Hdw. and typed. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

216. GUARDIAN FILES, 1843---. 45 f.b. (B1-B45). Prior records destroyed by fire.

Files of guardians' papers, including petitions, oaths, bonds, and letters of guardianship, proof of will and of heirship, accounts current and final, reports on financial condition of estate, sale bills, widows' selections, claims against estates, and estate appraisements and inventories. Arr. chron. For index, see entry 214. Hdw. and typed. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

217. PROBATE RECORD, 1843---. 24 v. (C, A, 1-22).

Record of probated estates including co-partnership records, showing date, names of estate, representative, heirs, and sureties, date, amount, and obligations of bond, nature of proceedings, and court orders. Also contains Insanity Record, 1858-71, entry 176; Probate Bonds and Letters, 1843-72, entry 219; Administrators' and Executors' Record, 1843-58, entry 220, including Petitions, Bonds and Letters Administration, entry 221, and Executors' Record, entry 222; Guardians' Record, 1843-58, entry 223; Conservators' Record, 1843-94, entry 224; Inventory, Appraisalment and Sale Bills, 1843-60, entry 226, including Inventory Record, entry 225, and Appraisalment Record, entry 228; Guardians' Inventory Record, 1843-72, entry 227; Insolvent Estate Record, 1843-74, 1927---, entry 229; Widows' Relinquishment and Selection Record, 1843-68, entry 230; Sale Record - Personal Property, 1843-60, entry 231; Record of Proceedings on Petitions for Sale of Real Estate (Administrators, Executors), 1843-66, entry 232; Proceedings on Guardian Petition to Sell Real Estate, 1843-73, entry 233; Administrators' Bond Record for Sale of Real Estate, 1843-98, entry 234; Guardians' Bond Record (For Sale of Real Estate), 1843-1910, entry 235; Administrators' Current Report Record, 1843-70, entry 237, including Final Report Record, entry 236; Guardians' Report Record, 1843-84, entry 238, including Guardians' Final Report Record, entry 239; Accounts Current, 1843-53, 1858---, entry 240; Probate Fee Book, 1843-56, entry 247; and Probate Ledger, 1868---, entry 250. Arr. chron. Indexed alph. by name of estate. 1843-1904, hdw.; 1905---, typed. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

#### Probate Business

Wills, Bonds, Letters (See  
also entry 265)

218. WILL RECORD, 1843---. 7 v. (1, 2, A, A-D).

Copies of wills, showing date, names of deceased, heirs, and executor, description and valuation of estate, instructions for disposal, and date of filing. Arr. chron. Indexed alph. by name of deceased. 1843-1907, hdw.; 1908---, typed. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.



219. PROBATE BONDS AND LETTERS, 1873--. 2 v. (A, B). 1843-72 in Probate Record, entry 217.

Copies of bonds of administrator with will annexed and administrator de bonis non, showing date, names of deceased, estate, and administrator, petition for letter of administration, oath of administrator, date, amount, and condition of bonds, and names of sureties. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

220. ADMINISTRATORS' AND EXECUTORS' RECORD, 1879-1902. 1 v. 1843-58 in Probate Record, entry 217.

Copies of administrators' and executors' petitions, bonds, oaths, and letters, showing date, names of deceased, estate, petitioner, sureties, and administrator or executor, amount and obligations of bond, and date of filing; subsequently kept separately as Petition, Bonds and Letters Administration, entry 221 and Executors' Record, entry 222. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

221. PETITION, BONDS AND LETTERS ADMINISTRATION, 1859-78, 1903--. 6 v. (A, B, D-G). Title varies: Administrators' Record. 1843-58 in Probate Record, entry 217; 1879-1902 in Administrators' and Executors' Record, entry 220.

Copies of administrators' petitions, oaths, bonds, and letters, showing names of deceased, administrator, and sureties, date, terms, and amount of bond, and date of filing. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

222. EXECUTORS' RECORD, 1860-78, 1903--. 5 v. (A, D-G). 1843-59 in Probate Record, entry 217; 1879-1902 in Administrators' and Executors' Record, entry 220.

Copies of executors' petitions, oaths, bonds, and letters, showing dates, names of deceased, executor, and sureties, amount, date, and terms of bond, date of letters testamentary, and date of filing for record. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

223. GUARDIANS' RECORD, 1859--. 6 v. (A-F). 1843-58 in Probate Record, entry 217.

Copies of guardians' petitions, bonds, letters, and oaths, showing names of deceased, estate, guardian, and sureties, amount, date, and obligations of bond, date of filing, and signature of county clerk. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 625 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

224. CONSERVATORS' RECORD, 1895--. 3 v. (A-C). Title varies: Insane and Conservators' Record. 1843-94 in Probate Record, entry 217.

Copies of conservators' petitions, bonds, oaths, and letters, showing names of estate, conservator, and insane or incompetent person, amount and obligations of bond, names of sureties, and dates of filing. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 625 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.



Inventories and Appraisements

225. INVENTORY RECORD, 1869--. 11 v. (E-L). 1843-60 in Probate Record, entry 217; 1861-68 in Inventory, Appraisalment, and Sale Bills, entry 226.

Record of inventory of real and personal property of estates, showing date, names of estate and administrator, itemized list of chattels and notes, description and value of property, and accounts receivable. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. V. B-G, 1868-1912, co. clk.'s east vlt., bsmt.; v. H-L, 1913--, co. clk.'s vlt., 1st fl.

226. INVENTORY, APPRAISEMENT, AND SALE BILLS, 1861-68. 1 v. 1843-60 in Probate Record, entry 217.

Record of appraisements and inventories of real and personal property of estates, showing date, names of deceased, estate, appraiser, and administrator, itemized list of chattels, legal description of real estate, amounts of notes and accounts receivable and payable, appraiser's warrants for fees, oath, sale bills, and estimates, and balance in estate. Subsequently kept as Inventory Record, entry 225 and Appraisalment Record, entry 228. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s east vlt., bsmt.

227. GUARDIANS' INVENTORY RECORD, 1873--. 2 v. (1, 2). 1843-72 in Probate Record, entry 217.

Record of inventories of real and personal property of estates, showing date, names of deceased, estate, minors, and guardian, legal description of real estate, itemized list and value of chattels, and amounts of cash on hand, annuities, and credits. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

228. APPRAISEMENT RECORD, 1869--. 8 v. (A-H). 1843-60 in Probate Record, entry 217; 1861-68 in Inventory, Appraisalment, and Sale Bills, entry 226.

Record of appraisements of estates, showing names of estate, widow, minor heirs, and appraiser, court order appointing appraiser, dates of oath and acknowledgment, itemized statement and value of real estate and personal property, total value, and amount of allowance to widow and minor children. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. V. A-D, 1869-1902, co. clk.'s east vlt., bsmt.; v. E-H, 1903--, co. clk.'s vlt., 1st fl.

229. INSOLVENT ESTATE RECORD, 1875-1926. 1 v. 1843- 74, 1927-- in Probate Record, entry 217.

Record of insolvent estates, showing inventory and appraisalment of estate, date, names of deceased, estate, and widow, amount of allowance to widow, and report declaring estate insolvent. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 500 p. 18 x 12 x  $\frac{21}{2}$ . Co. clk.'s vlt., 1st fl.



Widows' Relinquishment  
and Selection

230. WIDOWS' RELINQUISHMENT AND SELECTION RECORD, 1869--. 3 v. (A, 1869-1902; A, B, 1896--). Title varies: Personal Property Set Off. 1843-68 in Probate Record, entry 217.

Record of property selected or relinquished by widows, showing date, names of deceased, estate, and widow, items and total value of selected or relinquished property, balance due widow on award, and date of filing. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 575 p. 18 x 13 x 3. V. A, 1869-1902, co. clk.'s east vlt., bsmt.; v. A, B, 1896--, co. clk.'s vlt., 1st fl.

Petitions, Decrees,  
Reports of Sale

231. SALE RECORD - PERSONAL PROPERTY, 1861---. 4 v. (A-D). 1843-60 in Probate Record, entry 217.

Record of sales of personal property of estates, showing date, names of purchaser and estate, itemized list of articles sold, amounts, terms, date, and place of sale, and amount of allowance to widow. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

232. RECORD OF PROCEEDINGS ON PETITIONS FOR SALE OF REAL ESTATE (Administrators, Executors), 1867--. 5 v. (1 not lettered, A-D). Title varies: Petition, Decree and Report of Sale of Real Estate. 1843-66 in Probate Record, entry 217.

Copies of petitions to sell real estate to pay debts of deceased, showing date, names of deceased, claimants, and petitioner, description of property, decree of court, and date of filing. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 625 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

233. PROCEEDINGS ON GUARDIAN PETITION TO SELL REAL ESTATE, 1874---. 2 v. (A, B). 1843-73 in Probate Record, entry 217.

Guardians' petitions to sell real estate, showing date, names of deceased and guardian, guardian's appointment and notice of sale, legal description of property, decree of court, and date of filing. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

234. ADMINISTRATORS' BOND RECORD FOR SALE OF REAL ESTATE, 1899---. 1 v. (A). 1843-98 in Probate Record, entry 217.

Copies of administrators' bonds for sale of real estate, showing date, names of administrator, estate, and sureties, dates, amount, and obligations of bond, and dates of petition and filing. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 550 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

235. GUARDIANS' BOND RECORD (For Sale of Real Estate), 1911---. 1 v. (A). 1843-1910 in Probate Record, entry 217.

Copies of guardians' bonds and petitions for sale of real estate, showing date, names of guardian, estate, and sureties, date, amount, and obligations of bond, and date of filing. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.



Reports, Current and  
Final Accounts

236. FINAL REPORT RECORD, 1895---. 5 v. (A-E). 1843-70 in Probate Record, entry 217; 1871-94 in Administrators' Current Report Record, entry 237.  
Record of final report by administrator, executor, or conservator, showing names of estate, administrator, executor, or conservator, amount of receipts and disbursements, recapitulation, balance due estate, and date of filing. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.
237. ADMINISTRATORS' CURRENT REPORT RECORD, 1871---. 6 v. (A-F). Title varies: Report Record. 1843-70 in Probate Record, entry 217.  
Record of reports submitted to court by administrator, showing date, names of administrator, deceased, and estate, amount of receipts and disbursements, balance due estate, recapitulation, and date of filing. Also contains Final Report Record, 1871-94, entry 236. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.
238. GUARDIANS' REPORT RECORD, 1885---. 6 v. (1-6). 1843-84 in Probate Record, entry 217.  
Current reports of guardians, executors, and conservators for estates in probate, showing date, names of estate, minors, or incompetent, and guardian, executor, or conservator, amount of receipts and disbursements, recapitulation, balance due estate, and date of filing. Also contains Guardians' Final Report Record, 1885-1904, entry 239. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.
239. GUARDIANS' FINAL REPORT RECORD, 1905---. 2 v. (A, B) 1843-84 in Probate Record, entry 217; 1885-1904 in Guardians' Report Record, entry 238.  
Copies of guardians' final reports on estates of minors, showing date, names of estate and guardian, amount of receipts and disbursements, recapitulation, balance due estate, and date of filing. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.
240. ACCOUNTS CURRENT, 1854-57. 1 v. 1843-53, 1858--- in Probate Record, entry 217.  
Administrators' current accounts of estate funds, showing date, names of administrator, deceased, and estate, amount, purpose and manner of payments, and amount of receipts and disbursements. Arr. chron. Indexed alph. by name of deceased. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. Co. clk.'s cast vlt., bsmt.



Inheritance Tax (See  
also entries 340, 341)

241. INHERITANCE TAX RECORD, 1913--. 2 v. (1 not lettered, B). Prior records cannot be located.  
Record of inheritance tax assessments, showing names of estate, attorneys, and beneficiaries, legal description and appraised value of property, taxable value, tax rate, exemptions, total amount of assessment, and date of filing. Arr. chron. Indexed alph. by name of estate. 1913-18, typed under pr. hdgs.; 1919--, hdw. under pr. hdgs. 400 p. 18 x 12 x 2. Co. clk.'s vlt., 1st fl.

Dockets

Court Proceedings

242. JUDGE'S TRANSFER DOCKET, 1857--. 20 v. (A, C-T, V). Missing: 1868-70. Title varies: Probate Judge's Docket.  
Docket of probate cases, showing case number, names of estate, conservator, administrator, executor, guardian, and attorneys, and orders of court. Also contains Insanity Docket, 1857-92, entry 195, including Docket of Proceedings of Feeble-Mindedness, entry 196; Guardians' Docket, 1857-75, 1883--, entry 244; Probate Estate Docket, 1857-78, 1884--, entry 245; and Docket of Settlements Due, 1881--, entry 246. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. V. A, C-Q, 1857-1917, co. clk.'s east vlt., bsmt.; v. R-T, V, 1918--, co. clk.'s vlt., 1st fl.

243. PROBATE JUDGMENT DOCKET, 1843--. 8 v. (2 not lettered, A-F). Title varies: Allowance Book.  
Probate judgment docket showing names of estate and claimant, nature and amount of claim, dates of hearing, judgment, filing of claim, and name of person against whom judgment is entered. Arr. alph. by name of party against whom judgment is entered. Indexed alph. by name of estate. Hdw. on pr. fm. 575 p. 18 x 13 x 3. Co. clk.'s vlt., 1st fl.

244. GUARDIANS' DOCKET, 1876-82. 1 v. 1857-75, 1883-- in Judge's Transfer Docket, entry 242.  
Docket of guardians' cases, showing case number, names of deceased, heirs, guardian, and sureties, amount of bond, accounts current, remarks, and date of filing. Arr. chron. Indexed alph. by name of deceased. Hdw. under pr. hdgs. 300 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.

Probate Business

245. PROBATE ESTATE DOCKET, 1879-83. 1 v. 1857-78, 1884-- in Judge's Transfer Docket, entry 242.  
Docket of probate cases, showing case number, names of estate, administrator, widow, and heirs, date of letter, amount of bond, and dates of inventory, appraisement, and sale bill. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 400 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.



246. DOCKET OF SETTLEMENTS DUE, 1856-80. 1 v. 1881-- in Judge's Transfer Docket, entry 242.

Estate docket of settlements due, showing case number, names of administrator, conservator, executor or guardian, and sureties, date of letter, annual and final reports, amount due and approved, and remarks. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 16 x 12 x 2. Co. clk.'s east vlt., bsmt.

Fee Books

247. PROBATE FEE BOOK, 1857--. 12 v. (A, B, D-J, L-N). 1843-56 in Probate Record, entry 217.

County clerk's record of fees received in probate cases, showing date, case number, description and amount of fees, and by whom paid. Also contains Fee Book, Insanity, 1857-93, entry 204; and Record of Fee Bills, 1857-60, entry 249. Arr. chron. Indexed alph. by name of estate. Hdw. on pr. fm. 600 p. 18 x 13 x 3. V. A, B, D-I, 1857-1910, co. clk.'s east vlt., bsmt.; v. J, L, 1911-16, co. clk.'s vlt., 1st fl.; v. M, N, 1917--, co. clk.'s off., 1st fl.

248. CLERK'S PROBATE RECORD OF FEES, 1928--. 4 v. Prior records cannot be located.

Stubs of receipts issued for fees paid in probate cases, showing date, receipt number, fee book and page numbers, name of estate, clerk's, appraiser's witness, and guardian ad litem fees, and total amount of receipts and expenditures. Arr. by receipt no. No index. Hdw. on pr. fm. 150 p. 13 x 13 x 1 $\frac{1}{2}$ . 1 v., 1928-33, co. clk.'s east vlt., bsmt.; 3 v., 1934--, co. clk.'s off., 1st fl.

249. RECORD OF FEE BILLS, 1861-71. 1 v. Discontinued. 1857-60 in Probate Fee Book, entry 247.

Record of fees received from probated estates, showing amount of fees for appraisements, recording of bonds, issuing letters of administration, and filing. Arr. chron. No index. Hdw. 400 p. 12 x 8 x 2. Co. clk.'s east vlt., bsmt.

Receipts and Expenditures

250. PROBATE LEDGER, 1843-67. 2 v. (1 not lettered, A). 1868-- in Probate Record, entry 217.

Ledger of estate accounts, showing dates, names of estate and administrator, nature and amount of accounts, administrator's report of receipts and disbursements, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 500 p. 18 x 13 x 2 $\frac{1}{2}$ . Co. clk.'s east vlt., bsmt.



## VI. CIRCUIT COURT

The circuit court has original jurisdiction of all causes of law and equity and acts as a court of appeals in probate matters and causes cognizable by the county court and justices of the peace.<sup>1</sup> In addition, it is one of the courts capable of having naturalization jurisdiction according to Federal Statutes.<sup>2</sup>

Originally, the circuit court was held in Jackson County by justices of the supreme court.<sup>3</sup> Later, provision was made for the appointment, by both branches of the General Assembly, of separate circuit court judges to hold office during good behavior.<sup>4</sup> An act of 1827 repealed this provision and provided that circuit courts again be held by supreme court justices.<sup>5</sup> In 1835 the judiciary was reorganized and a circuit judge was appointed by the General Assembly for the district serving Jackson County. All of the laws requiring supreme court justices to hold circuit courts were repealed by this legislation.<sup>6</sup> The new plan of organization was tenable for a brief period of six years, for in 1841 additional associate justices of the supreme court were elected by joint ballot of the General Assembly, which justices, together with the other justices of the supreme court, held the circuit courts.<sup>7</sup> Then in 1849 another change was made in the circuit court. This latter change was made in accordance with the second constitution which provided for the election of circuit judges by the judicial district electorate.<sup>8</sup> The Constitution of 1870 altered the circuit districts and established population requirements for counties that may comprise a circuit.<sup>9</sup> From 1849 to the present the circuit judges have been elective officers of the judicial district electorate. The first circuit is made up of nine counties, one of which is Jackson.<sup>10</sup>

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1. Constitution of 1870, Art. VI, sec. 12; L.1871-72, p. 109; R.S.1874, p. 344; L.1895, p. 189; L.1933, p. 688; L.1935, p. 1.
  2. U.S.S. at Large, v. 2, p. 155; R.S. of the U.S. 1789-1874, p. 378-80; U.S.S. at Large, v. 34, part 1, p. 596; U.S.S. at Large, v. 37, part 1, p. 737; U.S.S. at Large, v. 44, part 2, p. 709.
  3. Constitution of 1818, Art. IV, sec. 4; L.1819, p. 378.
  4. L.1824, p. 41.
  5. R.L.1827, p. 118.
  6. L.1835, p. 150,151.
  7. L.1841, p. 173; R.S.1845, p. 143.
  8. Constitution of 1848, Art. V, sec. 7.
  9. Constitution of 1870, Art. VI, sec. 13.
  10. L.1933, p. 435.



Three circuit judges are elected for the district to serve for six-year terms.<sup>1</sup> Before entering upon the duties of his office, each circuit judge is required to subscribe to an oath which he files with the secretary of state. Those elected after the first Monday of June 1933, receive a salary of \$7,200 which is paid out of the state treasury.<sup>2</sup>

The hearings of several of the election contests are held before this court. Jurisdiction is granted to the court to hear and determine contests of the election of judges of the supreme court, judges of the circuit court, and members of the state board of equalization, but no judge of the circuit court is allowed to sit upon the hearing of any case in which he is a party.<sup>3</sup> Also, the circuit court hears and determines the election contests of some of the local and county offices. These include contests of judge of the county court, mayors of cities, president of the county board, presidents of villages, elections in reference to removal of county seats and in reference to any other subject which may be submitted to the vote of the people of the county, and concurrent jurisdiction with the county court in cases of contested elections under its jurisdiction.<sup>4</sup>

Included under the jurisdiction of the circuit court are also appeals from the Illinois Commerce Commission's rules, regulations, orders, or decisions. Such appeals may be taken to the circuit court serving Jackson County when the subject matter of the hearing is situated in this county. The appeal may be heard for the purpose of having the reasonableness or lawfulness of the rule, regulation, order, or decision inquired into and determined.<sup>5</sup>

To make possible the handling of much litigation, a branch circuit court may be held at the same time that the main or regular circuit court for Jackson County is in session. A branch court is held by any circuit judge or by an judge of any other circuit called in for the purpose of hearing and deciding motions and settling the issues in any or all causes pending in the circuit court, and for the purpose of hearing chancery

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1. Constitution of 1870, Art. VI, sec. 12; L.1933, p. 436.
  2. L.1933, p. 621; L.1937, p. 189,606. In 1835 the salary of the circuit judge was \$750 per annum (L.1835, p. 167). The Constitution of 1870 set the salary at \$3,000 until otherwise provided by law (Constitution of 1870, Art. VI, sec. 16). A few of the recent changes were: from 1919 to 1925 for judges elected during this period, \$6,500; for the period 1925 to 1933, those elected received \$8,000 per year (L.1919, p. 553,554; L.1925, p. 400; L.1931, p. 148).
  3. L.1899, p. 152.
  4. L.1871-72, p. 396; L.1895, p. 170.
  5. L.1921, p. 742,743.



causes and cases at law which are pending in such court for that term. The presiding judge of the main circuit court assigns to the branch court as many of the law and chancery cases as the presiding judge of the branch court will possibly have time to hear.<sup>1</sup>

Also, to aid in the speedy administration of justice, the judges or a majority of them, may by an order entered of record in the office of the clerk of the circuit court, dispense with either or both the grand and petit juries for any term or part of term of the circuit court, and may designate what term(s) or part(s) thereof shall be devoted to criminal business, and what term(s) or part(s) thereof to civil business.<sup>2</sup>

Each of the three judges of the circuit court is authorized to appoint one official shorthand reporter. This appointee is required to be skilled in verbatim reporting and is not allowed to hold more than one such official appointment. The appointment is in writing and is required to be filed in the office of the auditor of public accounts. The reporter holds office until his appointment is revoked by the appointing judge or the termination of the judge's term. When the official reporter is absent or disabled, the presiding judge may appoint any other competent reporter to act during such absence or disability. The substitute is paid by the official reporter for his services. The reporter causes full stenographic notes of the evidence in all trials before the court to be taken down and transcript of the same to be correctly made if desired by either party of the suit, by their attorney or by the judge of the court. Each of the reporters receives and is paid out of the state treasury an annual salary of \$3,240. The salaries are paid out monthly on the warrant of the auditor of public accounts.<sup>3</sup>

The probation officer for adult probationers is an appointee of the circuit court.<sup>4</sup> His services extend throughout the county. Courts exercising criminal or quasi-criminal jurisdiction are given power to deal with adult or juvenile offenders of specified offenses under the provision of this act.<sup>5</sup> In the performance of his prescribed duties, the probation officer principally serves the county and circuit courts. He is required to give bond as determined by the circuit court in a sum not exceeding \$5,000 and is subject to the rules and removal of the appointing court.<sup>6</sup> Jackson County is allowed one probation officer under the allowance of one for each 50,000, or fraction thereof, of population.<sup>7</sup>

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1. L.1873-74, p. 82,83; L.1905, p. 146.
  2. L.1835, p. 168; L.1873-74, p. 81; L.1833, p. 441,442.
  3. L.1933, p. 464.
  4. L.1911, p. 380.
  5. Ibid., p. 277.
  6. Ibid., p. 280,281; L.1915, p. 380,381.
  7. L.1915, p. 330.



The probation officer is compensated at a rate determined by the county board. In the performance of his duties, he is required to investigate the case of defendants requesting probation; notify the court of previous conviction or probation; make reports to the respective courts; keep a set of records as described below; take charge of and watch over all persons placed on probation, and cases of probationers moving from another county into his county.<sup>1</sup>

The reports made by the probation officer to the courts are kept by the clerk in the respective cases. The courts' probation records include orders granting or refusing release on probation, probationers' bonds, the reports of probation officers noted above, and discharge of probationers.

The probation officer is required to keep complete accurate records of investigated cases, including descriptions of the investigated persons, the action of the court, and the subsequent history of probationers. These are records open to inspection by any judge or by any probation officer pursuant to a court order and are not public records.<sup>2</sup>

Unlike the judges of the circuit court who are elected by the judicial district electorate, the clerk of this court is elected by the county electorate.<sup>3</sup> This official performs the ministerial duties of the circuit court of Jackson County and files and preserves its records as well as those of the branch circuit courts.<sup>4</sup> He is commissioned by the Governor and before entering upon the duties of his office, gives bond with sureties which are approved by any two of the judges of the court. His bond is given in the sum of not less than \$5,000 and agreed upon by the judges. The oath to which he subscribes is filed with the secretary of state.<sup>5</sup> If a vacancy occurs in this office and the unexpired term does not exceed one year, the court is required to fill such vacancy by appointment of a clerk pro tempore. The appointee is then required to qualify for office in the same manner as the clerk of the circuit court. When the appointment is made, the court notifies the Governor of the filled vacancy. The Governor in turn, as soon as practicable, issues a writ of election for the circuit court clerk.<sup>6</sup>

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1. L.1911, p. 281,282; L.1915, p. 381,382.
  2. L.1911, p. 277-84; L.1915, p. 378-84.
  3. Constitution of 1848, Art. V, sec. 7; Constitution of 1870, Art. X, sec. 8.
  4. L.1905, n. 147.
  5. R.S.1874, p. 260.
  6. L.1873-74, p. 95.



The clerk of the circuit court was first appointed by the circuit court in Jackson County.<sup>1</sup> He kept a record of all the oaths that he administered and certified a copy annually to the secretary of state.<sup>2</sup> The clerk preserved a complete record of all proceedings and determinations of the court of which he was clerk.<sup>3</sup> At each term of the circuit court, the clerk inquired into the condition of the treatment of prisoners and was required to see that all prisoners were humanely treated.<sup>4</sup> This authority was in later years, and is at present, delegated to the circuit court.<sup>5</sup> One of the early requisites of this office was for the clerk of the circuit court to reside near the county seat in order that he could attend to his duties daily. In the event that it were not possible for him to be in daily attendance, the presiding judge and the county commissioners' court were to fill such vacancy. The Constitution of 1848 made the clerk of the circuit court an elective officer of the county electorate with a four-year term. This arrangement has continued until the present.<sup>6</sup>

The clerk is able to perform the several duties of his office with the aid of his staff which consists of assistants and deputy clerks who are appointed by him in a number determined by rule of the circuit court.<sup>7</sup> This order is entered as of record and the compensation of such assistants and deputies is set by the county board.<sup>8</sup>

Among the records kept by the clerk for the circuit court are the following:<sup>9</sup>

1. Books of record of the proceedings and judgments of the court with alphabetical indexes by parties. Proceedings are recorded at length only in cases designated by law, or when the court at the motion and assumption of expense by one of the parties, so orders. In practice, the court record has been broken down from an early date into segregated types of proceedings and judgments.

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1. Constitution of 1818, Art. IV, sec. 6; R.L.1833, p. 152; R.S.1845, p. 146.
  2. L.1819, p. 349.
  3. R.L.1829, p. 44; R.L.1833, p. 152; R.S.1845, p. 147.
  4. R.L.1827, p. 248.
  5. R.S.1874, p. 616; L.1923, p. 423.
  6. Constitution of 1848, Art. V, sec. 29; Constitution of 1870, Art. X, sec. 9.
  7. L.1831, p. 49; Constitution of 1870, Art. X, sec. 9.
  8. Constitution of 1870, Art. X, sec. 9.
  9. The Civil Practice Act of 1933 grants authority to the circuit courts, subject to rules promulgated by the supreme court and not inconsistent with statutory requirements, to make such rules as they may deem expedient, regulating dockets and calendars of said court (L.1933, p. 785).



2. "Plaintiff-Defendant Index to Court Records" and "Defendant-Plaintiff Index to Court Records," intended to be separate records, but frequently combined in a single volume with the two indexes segregated in each volume.
3. A general docket in which all suits are entered in the order they are commenced.
4. A judgment and execution docket containing a column for the entry of satisfaction or other disposition. In practice, an execution docket is frequently set up independently.
5. Additional dockets, designated as the clerk's, judge's and bar docket. In practice, the bar docket has tended to drop out of use.
6. A fee book in which costs and fees are to be entered under the proper title of the case. In practice, separate series of volumes are maintained under such titles of causes.
7. Transcripts of proceedings in appeals from justices', city, and foreign courts, dockets thereof, and transcripts of judgment for liens, etc., from the former. Separate well-bound books are required to be kept for each city court which are to contain an alphabetical docket of all judgment decrees rendered in the city court. The books also provide entries of data relating to the filing of the transcript with the corresponding number of the transcript.<sup>1</sup>
8. Naturalization proceedings from petitions to final certificates; Federal Statutes allow the circuit court to exercise jurisdiction.
9. Reports to the court from its designated masters in chancery, the state's attorney, and the coroner's inquest juries.
10. Jury venires, summonses, certificates, etc.
11. Original documents used in court hearings and determinations. These documents are of particular importance because in a large number of cases the complete proceedings are not spread on court record.
12. Monthly reports of the warden of the county jail, containing a list of all prisoners in his custody, showing causes of commitment and persons by whom committed.<sup>2</sup>

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1. R.S.1874, p. 347; L.1901, p. 136,137.

2. R.L.1827, p. 217; R.S.1845, p. 323-26,414,418,419,518; L.1865, p. 79,80; L.1871-72, p. 325; R.S.1874, p. 262,263,339,616; L.1877, p. 77; L.1895, p. 217; L.1933, p. 442,677; U.S.S. at Large, v. 2, p. 153-55; R.S. of the U.S.1789-1874, p. 378-80; U.S.S. at Large, v. 34, part 1, p. 593-607,709,710; U.S.S. at Large, v. 45, part 1, p. 1514,1515.



Proceedings of Court

251. INDEX TO COURT RECORDS, PLAINTIFF, DEFENDANT, 1858--. 10 v. (1-5, plaintiff; 1-5, defendant).  
Index to court records, showing names of plaintiff and defendant, kind of action, dates of commencement and disposal, date and amount of judgment, and volume and page of record and fee book. Arr. alph. by names of plaintiff and defendant. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
252. CRIMINAL AND MISCELLANEOUS (Index), 1843--. 1 v.  
Index to criminal court cases and miscellaneous files, showing date, term, names of plaintiff and defendant, kind and nature of document, and file box number. Arr. alph. by name of defendant. Typed under pr. hdgs. 700 p. 18 x 15 x 3½. Cir. clk.'s vlt., 1st fl.
253. COMMON LAW FILES, 1843--. 180 f.b. (A1-A48, B1-B47, C1-C47, G1-G38).  
Files of original papers in common law cases, including summonses, citations, petitions, affidavits, subpoenas, defendants' answers, final orders of reversal, instructions to jury, additional counts, praecipe for execution, depositions of evidence, and receipts for fees. 1843-1914, arr. alph. by name of plaintiff; 1915--, arr. by case no. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5½ x 18. Cir. clk.'s vlt., 1st fl.
254. COMMON LAW (Index) PLAINTIFF, DEFENDANT, 1843--. 2 v. (1 plaintiff, 1 defendant).  
Index to Common Law Files, entry 253, showing date, names of plaintiff and defendant, nature of case, and file box number. Arr. alph. by names of plaintiff and defendant. Typed under pr. hdgs. 800 p. 18 x 15 x 4. Cir. clk.'s vlt., 1st fl.
255. COMMON LAW RECORD CIRCUIT COURT, 1870--. 12 v. (1-12). 1844-69 in Circuit Court Record, entry 264.  
Record of proceedings in common law cases, showing case number, date, term of court, names of plaintiff, defendant, and attorneys, kind of action, and orders of court. Also contains Judgment Confession Record, 1870-93, entry 256. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, 1870-1935, see entry 251. 1870-1909, hdw.; 1910--, typed 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.
256. JUDGMENT CONFESSION RECORD, 1894--. 4 v. (7, 10-12). 1844-69 in Circuit Court Record, entry 264; 1870-93 in Common Law Record Circuit Court, entry 255.  
Record of judgments by confession, showing term of court, names of plaintiff, defendant, and attorneys, amount of judgment, and orders of court. Arr. chron. Indexed alph. by name of plaintiff; for sep. index, see entry 251. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.



257. CHANCERY FILES, 1844--. 173 f.b. (D1-D48, E1-E48, H1-H58, F1-F19).

Files of original papers in chancery cases, including summonses, citations, petitions, affidavits, subpoenas, defendants' answers, bills for divorce, final orders of reversal, instructions to jury, additional counts, praecipe for execution, depositions of evidence, and receipts for fees. 1844-1913, arr. alph. by name of plaintiff; 1914--, arr. by case no. Hdw., typed, and hdw. and typed on pr. fm. 11 x 5½ x 18. Cir. clk.'s vlt., 1st fl.

258. CHANCERY (Index to Chancery Files), 1844--. 1 v.

Index to Chancery Files, entry 257, showing names of plaintiff and defendant, nature of case, file box number, and date of filing. Arr. alph. by names of plaintiff and defendant. Typed under pr. hdgs. 800 p. 18 x 15 x 4. Cir. clk.'s vlt., 1st fl.

259. CHANCERY RECORD CIRCUIT COURT, 1870--. 31 v. (1-31). 1844-69 in Circuit Court Record, entry 264.

Record of proceedings in chancery cases, showing case number, date, term of court, names of plaintiff, defendant, attorneys, judge, and clerk, kind of action, date of filing, and orders of court. Also contains Master's Sale Record, 1870-82, 1891--, entry 260. Arr. chron. Indexed alph. by name of plaintiff; for sep. index 1870--, see entry 251. 1870-1909, hdw.; 1910--, typed. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

260. MASTER'S SALE RECORD, 1883-90. 1 v. 1844-69 in Circuit Court Record, entry 264; 1870-82, 1891-- in Chancery Record Circuit Court, entry 259.

Record of master's sales of real estate, showing case number, names of plaintiff, defendant, and master in chancery, date of decree, legal description of property, date of publication of sale notice, due date of deed, amount of court costs, printer's and master's fees, amount of judgment, total costs, and fee book and page of entry. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 200 p. 18 x 15 x 2. Cir. clk.'s vlt., 1st fl.

261. CRIMINAL FILES, 1843--. 53 f.b. (G1-G41, K1-K12).

Files of original papers in criminal court cases, including summonses, citations, petitions, affidavits, subpoenas, defendants' answers, final orders of reversal, instructions to jury, additional counts, praecipe for execution, depositions of evidence, and receipts for fees. Also contains (Recognizance Bonds), 1843-1920, entry 293. 1843-1924, arr. alph. by name of defendant; 1925--, arr. by case no. For index, see entry 252. Hdw., hdw. and typed on pr. fm. 11 x 5 x 13. Cir. clk.'s vlt., 1st fl.



262. CRIMINAL RECORD CIRCUIT COURT, 1870---. 8 v. (1-8). 1844-69  
in Circuit Court Record, entry 264.

Record of proceedings in criminal cases, showing date, case number, term of court, names of plaintiff, defendant, and state's attorney, orders of court, and verdicts of jury. Also contains Record of Indictments, 1870-72, 1910---, entry 263; State's Attorney's Report Record, 1933---, entry 287; Recognizance and Schedule Record, 1870-1916, entry 294; Recognizance Record Probation, 1914---, entry 295; and Probation Court Record, 1917---, entry 296. Arr. chron. Indexed alph. by name of defendant; for sep. index, 1870---, see entry 251. 1870-1909, hdw.; 1910---, typed. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

263. RECORD OF INDICTMENTS, 1873-1909. 1 v. 1844-69 in Circuit Court Record, entry 264; 1870-72, 1910--- in Criminal Record Circuit Court, entry 262.

Record of indictments, showing date, term, names of plaintiff, defendant, and witnesses, nature of indictment, grand jury selections, report of foreman of grand jury, and orders of court. Arr. chron. Indexed alph. by name of plaintiff. Hdw. and typed on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s east vlt., bsmt.

264. CIRCUIT COURT RECORD, 1844-69. 6 v. (E-J).

Record of common law, criminal, and chancery cases, showing names of plaintiff, defendant, attorneys, judge, witnesses, and jurors, term date, type of action, proceedings, and orders of court. Subsequently kept as Common Law Record Circuit Court, entry 255, including Judgment Confession Record, entry 256; Chancery Record Circuit Court, entry 259, including Master's Sale Record, entry 260; and Criminal Record Circuit Court, entry 262, including Record of Indictments, entry 263. Arr. chron. 1844-57, indexed alph. by name of plaintiff; for sep. index, 1858-69, see entry 257. Hdw. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

265. JOURNAL A-B. OF I. (Board of Investigators' Record), 1843-44.  
5 v. (A, 4 not lettered).

Record of board of investigation, appointed by an act of the General Assembly of Illinois entitled, "An Act to Repair the Damages Occasioned by the Destruction of the Records and Public Documents of Jackson County," approved February 1st, 1843, and orders of the board regarding probate and circuit court records, showing dates and places of meetings, names of board members, clerks, probate justice, sheriff, persons appearing before the board, grantors, and estates, and action of the board; also transcriptions from Randolph County records of copies of wills, letters of administration, of guardianship, and testamentary, deeds, mortgages, restoration of judgments, division of lands, and orders to issue certificates of freedom from slavery. Arr. chron. V. A, 1843-44, indexed alph. by name of grantor; 1 v. not lettered, 1843-44, indexed alph. by name of estate; 3 v. not lettered, 1843-44, no index. Hdw. 100 p. 13 x 8 x 1. Cir. clk.'s vlt., 1st fl.



266. (SUBPOENAS), 1916--. In Miscellaneous Files (Circuit Clerk), entry 307.

Subpoenas ordered by circuit court, showing names of witness and court, time scheduled to appear, name of defendant, signature of clerk, acknowledgment, date of return, sheriff's remarks, and amount of sheriff's fees.

For prior subpoenas, see entries 255, 257, 261.

267. (PETITIONS FOR RAILWAY RIGHT OF WAY), 1853-73. In Miscellaneous Files (Circuit Clerk), entry 307. Prior and subsequent records cannot be located.

Petition by railroads for right of way, showing name of railroad, legal description of right of way desired, and date of petition.

Transcripts  
(See also entry 200)

268. TRANSCRIPT RECORD, 1845--. 6 v. (A, B, 1845-1917; B-E, 1884--). Transcript record of proceedings of justice of peace and foreign courts, showing names of justice, plaintiff, defendant, and officers of the court, date of summons, court costs, constables' fees, kind of action, petitions, testimonies, and court orders. Arr. chron. 1845-1925, indexed alph. by name of plaintiff; 1926--, no index. 1845-92, hdw.; 1893-1930, hdw.; typed and hdw. on pr. fm.; 1931--, hdw. on pr. fm. 300 p. 18 x 13 x 3. V. A, 1845-83, co. clk.'s east vlt., bsmt.; v. B, B-E, 1884--, cir. clk.'s vlt., 1st fl.

Dockets

269. BAR DOCKET, 1874--. 22 v. Missing: 1879-83, 1899-1936. Bar docket showing names and addresses of judges, officers of court, attorneys, and grand and petit jurors, terms of supreme, appellate, and circuit courts, rules of court, names of plaintiff and defendant, type and number of case, and date set for hearing. The current dockets are kept in loose-leaf binders and are destroyed upon disposal of case. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 9 x 8 x 1. 4 v., 1874-98, co. clk.'s east vlt., bsmt.; 18 v., 1937--, cir. clk.'s vlt., 1st fl.

270. GENERAL DOCKET, 1877--. 6 v. (A-F). Docket of common law, chancery, and criminal cases, showing case number, date, names of plaintiff, defendant, and attorneys, and nature of action. Arr. chron. 1877-1900, no index; 1901--, indexed alph. by name of plaintiff. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. V. A-C, F, 1877-1908, 1932--, cir. clk.'s vlt., 1st fl.; v. D, E, 1909-31, cir. clk.'s off., 1st fl.

271. JUDGES' TRANSFER DOCKET-CHANCERY, 1908--. 6 v. 1843-1907 in Judges' Docket, entry 274. Judges' transfer docket of chancery cases, showing date, names of plaintiff, defendant, and attorneys, nature of action, court term, abstract of proceedings, court orders, and book and page of record. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 15½ x 12 x 4½. Cir. clk.'s vlt., 1st fl.



272. JUDGE'S TRANSFER DOCKET - COMMON LAW, 1914--. 3 v. 1843-1913 in Judge's Docket, entry 274.

Judge's transfer docket of common law cases, showing date, names of plaintiff, defendant, and attorneys, nature of action, abstract of proceedings, court orders, and book and page of record. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 14 x 12 x 4 $\frac{1}{8}$ . Cir. clk.'s vlt., 1st fl.

273. JUDGE'S TRANSFER DOCKET - CRIMINAL, 1914--. 3 v. 1843-1913 in Judge's Docket, entry 274.

Judge's transfer docket of criminal cases, showing date, names of plaintiff, defendant, and attorneys, nature of action, abstract of proceedings, court orders, and book and page of record. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 14 x 12 x 4 $\frac{1}{8}$ . Cir. clk.'s vlt., 1st fl.

274. JUDGE'S DOCKET, 1843-1913. 31 v. (3 not labeled, B, 2 not labeled, B, E-H, J-Z, 27-29). Title varies: Judge's Motion Docket.

Docket of common law, chancery, and criminal cases, showing case number, names of attorneys, plaintiff, and defendant, kind of action, order of previous court term, abstract of proceedings, date of court term, and orders of court. Subsequent to 1907, Judge's Transfer Docket - Chancery, entry 271, kept separately, and subsequent to 1913, Judge's Transfer Docket - Common Law, entry 272, and Judge's Transfer Docket - Criminal, entry 273, also kept separately. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s east vlt., bsmt.

275. JUDGMENT DOCKET, 1857--. 8 v. (A-H). 1838-56 in (Judgment and Execution Docket), entry 277.

Docket of judgments, showing date, case number, names of plaintiff, defendant, and attorneys, nature of action, amounts of judgment and costs, and volume and page of record and fee book. Arr. alph. by name of person against whom judgment or decree was entered. No index. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. Cir. clk.'s vlt., 1st fl.

276. EXECUTION DOCKET, 1857--. 4 v. (A-D). 1838-56 in (Judgment and Execution Docket), entry 277.

Docket of executions, showing date, case number, names of plaintiff, defendant, and attorneys, date of execution, to whom issued, amounts of damages and costs, volume and page of fee book and record, and date of sheriff's return. Arr. by case no. Indexed alph. by name of person against whom judgment was entered. Hdw. under pr. hdgs. 600 p. 18 x 13 x 3. V. A, B, 1857-95, co. clk.'s east vlt., bsmt.; v. C-D, 1896--, cir. clk.'s vlt., 1st fl.

277. (JUDGMENT AND EXECUTION DOCKET), 1838-56. 1 v.

Docket of judgments and executions, showing date, case number, names of plaintiff and defendant, nature of action, amounts of debt, damages, and costs, and satisfaction. Subsequent to 1856, Judgment Docket, entry 275 and Execution Docket, entry 276, kept separately. Arr. alph. by name of person against whom judgment was entered. No index. Hdw. under pr. hdgs. 300 p. 14 x 8 x 1 $\frac{1}{8}$ . Co. clk.'s east vlt., bsmt.



278. DOCKET OF MECHANIC LIENS, 1882--. 2 v.

Docket of mechanics' liens, showing date of filing, names of plaintiff and defendant, description of property charged with lien, amount of claim, and date of final payment. Arr. chron. Indexed alph. by name of claimant. Hdw. under pr. hdgs. 400 p. 18 x 13 x 2. 1 v., 1882-95, co. clk.'s east vlt., bsmt.; 1 v., 1896--, cir. clk.'s vlt., 1st fl.

279. MASTER'S DOCKET, 1889--. 3 v. (A-C).

Docket of master-in-chancery cases, showing case number, names of plaintiff and defendant, costs, date of decree, abstract of proceedings, and description of property. Arr. chron. Indexed alph. by name of plaintiff. Hdw. under pr. hdgs. 500 p. 16 x 10 x 2 $\frac{1}{2}$ . Cir. clk.'s vlt., 1st fl.

280. CLERK'S DOCKET, 1859-1915. 29 v. Missing: 1865-71, 1894-95.  
Discontinued.

Clerk's docket of chancery, common law, and criminal cases, showing date, case number, names of plaintiff, defendant, and attorneys, kind of action, and orders of court. Arr. chron. 1839-75, 1879, 1883-85, 1896-1915, no index; 1876-78, 1880-82, 1886-93, indexed alph. by name of plaintiff. 1859-1909, hdw. under pr. hdgs.; 1910-15, hdw. and typed under pr. hdgs. 400-600 p. 14 x 9 $\frac{1}{2}$  x 2 - 18 x 14 x 3. 15 v., 1859-64, 1875, 1879, 1883-85, 1898-1909, co. clk.'s east vlt., bsmt.; 14 v., 1872-74, 1876-78, 1880-82, 1886-93, 1896-97, 1910-15, cir. clk.'s east vlt., bsmt.

Fee Books

281. COMMON LAW FEE BOOK, 1870-78, 1900--. 11 v. (E, G, I, T, U, W, Z, AA-DD). 1844-69 in Fee Book, entry 285; 1879-99 in Common Law and Chancery Fee Book, entry 283.

Record of fees in common law cases, showing date, term of court, names of plaintiff, defendant, and attorneys, kind of action, amounts of clerk's, sheriff's, and witness' fees, total amount of fees, and date of payment. Also contains Criminal Fee Book, 1870-72, entry 284. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 600 p. 18 x 13 x 3. V. E, G, I, T, U, W, Z, AA, BB, 1870-78, 1900-1928, cir. clk.'s east vlt., bsmt.; v. CC, DD, 1929--, cir. clk.'s off., 1st fl.

282. CHANCERY FEE BOOK, 1870-78, 1900--. 9 v. (F, S, V, X, 1-5). 1844-69 in Fee Book, entry 285; 1879-99 in Common Law and Chancery Fee Book, entry 283.

Record of fees in chancery cases, showing date, term of court, case number, names of plaintiff, defendant, and attorneys, kind of case, amounts of clerk's, sheriff's, and witness' fees, and total amount of fees paid. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 600 p. 18 x 13 x 3. V. F, S, V, X, 1, 1900-1922, cir. clk.'s east vlt., bsmt.; v. 2-5, 1923--, cir. clk.'s off., 1st fl.



283. COMMON LAW AND CHANCERY FEE BOOK, 1879-99. 8 v. (J-N, P-R).  
1844-69 in Fee Book, entry 285.

Record of fees in common law and chancery cases, showing names of plaintiff, defendant, and attorneys, nature of action, amounts of clerk's, sheriff's and witness fees, amounts and dates of payments, and total fees. Contains: Common Law Fee Book, entry 281 and Chancery Fee Book, entry 282. Arr. chron. Indexed alph. by name of plaintiff. Hdw. on pr. fm. 600 p. 18 x 13 x 2. Cir. clk.'s east vlt., bsmt.

284. CRIMINAL FEE BOOK, 1873--. 7 v. (H, N, O, Y, A-C). 1844-69  
in Fee Book, entry 285; 1870-72 in Common Law Fee Book, entry  
281.

Record of fees in criminal cases, showing date, term of court, names of plaintiff, defendant, and attorneys, nature of case, amounts of clerk's, sheriff's, and witness fees, total amount of fees, and date of payment. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm. 600 p. 18 x 13 x 3. V. H, N, O, Y, A, 1873-1929, cir. clk.'s east vlt., bsmt.; v. B, C, 1930--, cir. clk.'s vlt., 1st fl.

285. FEE BOOK, 1844-69. 8 v.

Record of fees in common law, chancery, and criminal cases, showing term date of court, case number, names of plaintiff, defendant, and attorneys, kind of action, amounts of clerk's, sheriff's, and witness fees, total amount of fees, and date of payment. Contains: Common Law and Chancery Fee Book, entry 283, including Chancery Fee Book, entry 282 and Common Law Fee Book, entry 281, which in turn includes Criminal Fee Book, entry 284. Arr. chron. Indexed alph. by name of plaintiff. Hdw. and hdw. on pr. fm. 600 p. 18 x 13 x 3. Cir. clk.'s east vlt., bsmt.

#### Reports to Court

286. (CORONER'S INQUEST), 1843--. In Miscellaneous Files (Circuit  
Clerk), entry 307.

Coroner's inquest papers, including transcript of testimony and verdicts of jury, showing names of deceased, jurors, and witnesses, personal description of deceased, inventory of personal effects, and remarks.

287. STATE'S ATTORNEY'S REPORT RECORD, 1873-1917. 1 v. Missing:  
1918-32. 1933-- in Criminal Record Circuit Court, entry 262.

Report of state's attorney to circuit court on fees, fines, and forfeitures collected, showing date, term of court, names of judge and state's attorney, period of time included in report, number of case, names of defendant and court, remarks, and date of filing. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 17 x 13 x 2. Co. clk.'s east vlt., bsmt.

288. (MASTERS' AND STATE'S ATTORNEY'S REPORTS), 1873--. In  
Miscellaneous Files (Circuit Clerk), entry 307.

Reports of state's attorney and master in chancery to the circuit court, showing name of state's attorney or master, amounts of fees, fines, and forfeitures collected, and money on hand.



289. (REPORTS ON CASES PENDING), 1843. In Miscellaneous Files (Circuit Clerk), entry 307.

Report of circuit clerk to court of cases pending prior to destruction of the courthouse by fire, January 10, 1843. This list of cases was compiled by the circuit clerk from memory, showing names of plaintiff, defendant, and attorneys, and kind of case. Arr. chron. For index, see entry 252. Hdw. on pr. fm. 11 x 5 x 18. Cir. clk.'s vlt., 1st fl.

#### Jury Records

(See also entries 2, 13, 46, 181, 195, 263, 264, 269, 286)

290. REGISTER OF JURORS, 1860--. 3 v. (2 not numbered, 2). Missing: 1889-1916.

Register of grand and petit jurors, showing names of jurors, days of service, mileage, amount of fees earned, and date of issue of certificate. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 17 x 15 x 1 $\frac{1}{2}$ . Cir. clk.'s vlt., 1st fl.

291. JURORS' CERTIFICATES, 1883--. 18 v. Missing: 1886-87, 1897-1904, 1913-14.

Stubs of jury warrants issued for fees, showing name of juror, days of service, mileage, signature of circuit clerk, and date, number, and amount of warrant. Arr. by certificate number. No index. Hdw. on pr. fm. 200 p. 18 x 4 x 1. Cir. clk.'s vlt., 1st fl.

292. (VENIRES OF PETIT AND GRAND JURORS), 1890--. In Miscellaneous Files (Circuit Clerk), entry 307. Prior records destroyed.

Grand and petit juror venires showing name and address of juror, dates drawn and impanelled, signature of circuit clerk, and acknowledgment. Arr. chron. Hdw. under pr. hdgs.

#### Bonds

293. (RECOGNIZANCE BONDS), 1843--. 1843-1920 in Criminal Files, entry 261; 1921-- in Miscellaneous Files (Circuit Clerk), entry 307.

Original recognizance bonds showing date, number, amount, and terms of bond, name of defendant, charge, signatures of sureties, and date of filing. 1843-1920, arr. alph. by name of defendant; 1921--, arr. chron. For index, see entry 252. Hdw. on pr. fm.

294. RECOGNIZANCE AND SCHEDULE RECORD, 1917--. 1 v. (1). 1870-1916 in Criminal Record Circuit Court, entry 262.

Schedule and recognizance record showing names of plaintiff, defendant, and sureties, nature of charge, amount of bond, date and term of court, date of defendant's appearance, amounts and terms of recognizance, date of filing, name, occupation, and residence of surety, and description of real estate offered as security. Arr. chron. Indexed alph. by name of defendant. Hdw. on pr. fm., and hdw. and typed. 300 p. 18 x 13 x 1 $\frac{1}{2}$ . Cir. clk.'s vlt., 1st fl.



295. RECOGNIZANCE RECORD PROBATION, 1912-13. 1 v. 1914-- in Criminal Record Circuit Court, entry 262.

Record of recognizance bonds of probationers, including copies of petitions for probation, showing date, term of court, case number, nature of action, name of defendant, amount of recognizance, and name of surety. Arr. chron. Indexed alph. by name of defendant. Typed on pr. fm. 300 p. 18 x 13 x 1 $\frac{1}{2}$ . Cir. clk.'s vlt., 1st fl.

Probation and Parole

296. PROBATION COURT RECORD, 1912-16. 1 v. 1917-- in Criminal Record Circuit Court, entry 262.

Record of petitions to circuit judge for probation, showing date, term of court, case number, nature of charge, amount of recognizance, condition of probation, to whom paroled, and name of parolee. Arr. chron. Indexed alph. by name of parolee. Typed on pr. fm. 300 p. 18 x 13 x 1 $\frac{1}{2}$ . Cir. clk.'s vlt., 1st fl.

Naturalization

(See also entries 210, 211)

297. PETITION AND RECORD (Naturalization), 1859-98, 1907--. 7 v. (A, A, 5 not lettered). Title varies: Naturalization Record-Final.

Copies of petitions and final certificates of naturalization, showing date, alien's name, age, birthplace, race, marital status, oath of renunciation, and date of final certificate. Contains record of naturalization for minors, 1859-79, and record of naturalization for discharged soldiers, 1859-76. Arr. chron. Indexed alph. by name of alien. Hdw. on pr. fm. 200 - 800 p. 11 x 9 x 1 $\frac{1}{2}$  - 18 x 13 x 4. Cir. clk.'s vlt., 1st fl.

298. NATURALIZATION RECORD - DECLARATION OF INTENTION, 1858-92, 1907--. 4 v. (A, 1 not labeled, 2, 1 not labeled).

Record of declaration of intention to become a citizen, showing date of filing, name, age, race, and date of birth of alien, marital status, and oath of renunciation to foreign country. Arr. chron. Indexed alph. by name of alien. Hdw. on pr. fm. 200 p. 11 x 9 x 1 $\frac{1}{2}$ . Cir. clk.'s vlt., 1st fl.

299. CITIZENSHIP DENIED (Naturalization Record), 1930--. 1 v. Prior records cannot be located.

Record of denials of citizenship by motion of naturalization examiner, showing date, names of petitioner and judge, petition number, length of time in the United States, age, nativity, residence, oath of allegiance, and reason for denial. Arr. chron. Indexed alph. by name of petitioner. Hdw. on pr. fm. 100 p. 11 x 9 x 1. Cir. clk.'s vlt., 1st fl.



300. (NATURALIZATION PETITIONS AND DECLARATION OF INTENTION), 1848--.

In Miscellaneous Files (Circuit Clerk), entry 307.

Declarations of intention and petitions for final certificates of naturalization, showing date, place of emigration, name, present address, age, and occupation of alien, oath to renounce allegiance to any foreign power, and signature of clerk.

301. NATURALIZATION DOCKET, 1872-76. 1 v. Discontinued.

Docket of naturalization cases, showing name and residence of petitioner, date of final certificate, and name of judge. Arr. chron. No index. Hdw. under pr. hdgs. 160 p. 16 x 12 x 1 1/2. Co. clk.'s east vlt., bsmt.

Office Transactions

Receipts and Expenditures

302. RECORD OF FEES AND EXPENDITURES, 1874--. 14 v. (A, 1 not labeled, 1-12). Missing: 1881-89. Title varies: Record of Fees; Register of Fees Received.

Register of fees received and disbursements made, showing date, name of payer or recipient, fee book and page of entry, date, amount, and purpose of receipt or expenditure, total receipts and disbursements, and balance. Arr. chron. No index. Hdw. under pr. hdgs. 250-600 p. 18 x 17 x 1 1/2 - 18 x 13 x 3. 12 v., 1874-1931, cir. clk.'s east vlt., bsmt.; 2 v., 1932--, cir. clk.'s vlt., 1st fl.

303. CASH BOOK, 1914--. 9 v. (1, 1 not numbered, 2-7, 1 not numbered). Prior records lost or destroyed. Title varies: Circuit Clerk's Cash Book.

Record of receipts and disbursements, showing date, amount, and purpose of receipt or disbursement, fee book and page of entry, name of recipient or payer, total amounts of receipts and disbursements, and balance available. Also contains Ledger Trust Fund, 1914-15, entry 304. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 16 x 15 x 1 1/2. Cir. clk.'s vlt., 1st fl.

304. LEDGER TRUST FUND, 1916--. 3 v. (1-3). 1914-15 in Cash Book, entry 303.

Trust fund ledger showing amounts of attorney's, sheriff's, judgment, and witness' fees, to whom paid, and date, number, and amount of check. Arr. chron. Indexed alph. by type of fee. Hdw. under pr. hdgs. 300 p. 18 x 13 x 2. Cir. clk.'s vlt., 1st fl.

Court Business

305. LIST OF FILES TAKEN FROM CIRCUIT CLERK'S OFFICE, 1911--.

1 v. Prior records cannot be located.

List of court documents taken from circuit clerk's office, showing names of plaintiff and defendant, type of action, case number, dates of receipt and return, and signature of person taking document. Arr. chron. No index. Hdw. under pr. hdgs. 150 p. 18 x 15 x 1 1/2. Cir. clk.'s vlt., 1st fl.



306. (WARDEN'S RECEIPTS FOR PRISONERS), 1858-1916. In Miscellaneous Files (Circuit Clerk), entry 307. Subsequent records cannot be located.

State penitentiary warden's receipts for prisoners, showing names of prisoner and penitentiary, dates of commitment, charge, and sentence and signature of warden. Arr. chron. For index, see entry 252. Hdw. on pr. fm. 11 x 5 x 18. Cir. clk.'s vlt., 1st fl.

Miscellaneous Files

307. MISCELLANEOUS FILES (Circuit Clerk), 1843--. 12 f.b. (G42-G53). Circuit clerk's miscellaneous files including (Plan of Court House), 1853, entry 25; (Reports on Condition of Jail), 1851--, entry 36; (Collector's Report on Lands), 1845, entry 45; (Federal Tax Liens), 1924--, entry 154; (Subpoenas), 1916--, entry 266; (Petitions For Railway Right of Way), 1853-73, entry 267; (Coroner's Inquests), entry 286; (Master's and State's Attorney's Reports), 1873--, entry 288; (Reports on Cases Pending), 1843, entry 289; (Venires of Petit and Grand Jurors), 1890--, entry 292; (Recognizance Bonds), 1921--, entry 293; (Naturalization Petitions and Declarations of Intention), 1848--, entry 300; and (Warden's Receipts for Prisoners), 1858-1916, entry 306. Arr. chron. For index, see entry 252. Hdw. on pr. fm., hdw. under pr. hdgs. 11 x 5 x 18. Cir. clk.'s vlt., 1st fl.

VII. SHERIFF

The sheriff, by constitutional provision, has been an elected officer of Jackson County from 1819 to the present.<sup>1</sup> The term of his office, originally set at two years, is now four years. In 1880 it was provided, by constitutional amendment, that no person elected to the office of sheriff should be eligible to serve in that capacity for four years after the expiration of the term for which he was elected.<sup>2</sup> His bond in this county is required in the sum of \$10,000 and must be approved by the county judge.<sup>3</sup>

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1. Constitution of 1818, Art. III, sec. 11; Constitution of 1848, Art. VII, sec. 7; Constitution of 1870, Art. X, sec. 8; second amendment November 22, 1880, to the Constitution of 1870, Art. X, sec. 8; also L.1819, p. 110; R.S.1874, p. 989.
  2. Constitution of 1870, Art. X, sec. 8, as amended November, 1880.
  3. R.S.1874, p. 990. Cf. R.L.1827, p. 371. Prior to the organization of the county court, the sheriff's bond and securities were approved by the circuit court.



Memoranda of this bond are entered at large upon the records of the county court and the bond is filed in the office of the county clerk.<sup>1</sup> One or more deputies are appointed by the sheriff in accordance with the number allowed by rule of the circuit court. Compensation of the deputies is determined by the county board.<sup>2</sup> The sheriff is warden of the county jail and has custody and regulation of the same and of all prisoners.<sup>3</sup> To assist him in this administration, he appoints a superintendent of the county jail, for whose conduct he is responsible, and whom he may remove at pleasure.<sup>4</sup>

Essentially without change for over one hundred years, the principal duties of the sheriff are the following:

1. To act as conservator of the peace, with power to arrest offenders on view.
2. To attend, in person or by deputy, all courts of record (city, county, probate, circuit, and appellate courts) in his county, and to obey the orders and directions of the courts.
3. To serve, execute, and return all writs, warrants, process, orders, and decrees legally directed to him.
4. To sell real or personal property by virtue of execution or other process.
5. To send finger prints of criminals to the state bureau of criminal identification and investigation.<sup>5</sup>

In the course of the sheriff's many detailed duties included in these broad provisions, the following records may be kept but do not appear in Jackson County:

1. Receipts of deliveries of prisoners in changes of venue.
2. Copies of reports to the county court and circuit court.<sup>6</sup>
3. Reports of pawbrokers on loans and articles pawned.<sup>7</sup>

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1. R.S.1845, p. 514; R.S.1874, p. 989.
  2. R.L.1827, p. 373; R.S.1845, p. 515; L.1869, p. 399; Constitution of 1870, Art. X, sec. 9.
  3. L.1819, p. 111,112,160-62,~~314-17~~,332,333; L.1821, p. 37,63,64; R.L.1827, p. 247-50; L.1831, p. 103,104,106; R.L.1833, p. 574,575; L.1845, p. 10, 19; R.S.1845, p. 133,134,515-17; R.S.1874, p. 616,989-91; L.1881, p. 64, 72; L.1901, p. 137; L.1923, p. 423. The citations also include references to duties not included in the general outline noted above.
  4. L.1923, p. 423.
  5. R.L.1827, p. 311,312,372,373; R.L.1829, p. 121; L.1839, p. 14-18,20; L.1877, p. 72; L.1905, p. 147; L.1921, p. 500; L.1931, p. 465.
  6. L.1819, p. 200-202,317; R.L.1827, p. 249,273; L.1845, p. 11; R.S.1845, p. 305; R.S.1874, p. 568,991,992,1096; L.1907, p. 316-19; L.1909, p. 301; L.1921, p. 500; L.1923, p. 424; L.1929, p. 549; L.1931, p. 465; L.1933, p. 187-90.
  7. L.1909, p. 301.



The following records may be kept and do appear:

1. Register of prisoners.
2. Docket of executions.
3. "Books of Accounts," including records of fees and disbursements.
4. Data of identification of criminals and stolen property.

#### Process

308. SHERIFF'S PROCESS DOCKET, 1872--. 20 v. (9 not numbered, 1-11). Docket of process served by sheriff, showing date, case number, names of plaintiff and defendant, type of action, amount of judgment, dates of process and return, amount of fees, and court of issue. Arr. chron. Indexed alph. by name of plaintiff. Hdw. under pr. hdgs. 300 p. 16 x 11 $\frac{1}{2}$  x 2. 9 v. not numbered, 1872-1908, co. clk.'s east vlt., bsmt.; v. 1-8, 1909-29, sh.'s vlt., 1st fl.; v. 9-11, 1930--, sh.'s off., 1st fl.

309. SHERIFF'S EXECUTION DOCKET, 1872--. 8 v. (5 not numbered, 2-4). Docket of executions issued, showing case number, names of plaintiff and defendant, type of action, amount of judgment, dates of execution and return, amount of fees, and court of issue. Arr. chron. No index. Hdw. under pr. hdgs. 200 p. 16 x 11 x 2. 4 v. not numbered, 1872-1902, co. clk.'s east vlt., bsmt.; 1 v. not numbered, v. 2, 1903-25, sh.'s vlt., 1st fl.; v. 3, 4, 1926--, sh.'s off., 1st fl.

#### Jail Records

310. JAIL RECORD (Register), 1873--. 5 v. Register of prisoners in county jail, showing name, age, sex, and residence of prisoner, personal and financial particulars, date of commitment, nature of offense, sentence, and date and mode of discharge. Also contains Federal Prison Register, 1873-1925, entry 311. Arr. chron. No index. Hdw. under pr. hdgs. 150 p. 17 x 15 x 1 $\frac{1}{2}$ . 1 v., 1873-1915, co. clk.'s east vlt., bsmt.; 2 v., 1916-30, sh.'s vlt., 1st fl.; 2 v., 1931--, sh.'s off., 1st fl.

311. FEDERAL PRISON REGISTER, 1926--. 2 v. (1, 2). 1873-1925 in Jail Record (Register), entry 310. Register of federal prisoners committed to the county jail, showing name and age of prisoner, personal particulars, charge, date of commitment, dieting record, and date and mode of discharge. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 18 x 13 x 2. Sh.'s off., 1st fl.

312. DIETING RECORD, 1913-18. 1 v. Discontinued. Record of food costs of prisoners, showing name of prisoner, date and term of commitment, price of meals per day, total cost, and remarks. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 13 x 10 x 1. Sh.'s vlt., 1st fl.



Fees, Receipts and Expenditures

313. SHERIFF'S FEE BOOK, 1878-81, 1913-20. 5 v. (1 not numbered, 1, 1, 1, 1). Discontinued.

Register of earnings and receipts of fees by sheriff, showing names of plaintiff and defendant, items of costs of plaintiff and defendant, date, term of court, and page of entry in execution and process docket. Arr. chron. No index. Hdw. under pr. hdgs. 160 p. 15 1/2 x 11 1/2 x 1 1/2. Co. clk.'s east vlt., bsmt.

For other records of sheriff's fees, see entries 308, 309.

314. CASH BOOK (Sheriff), 1872--. 4 v. (2 not numbered, 1, 2).

Missing: 1887-1914. Title varies: Receipts and expenditures. Record of receipts and expenditures, showing name of payer or recipient, date, amount and purpose of receipt or expenditure, total amounts of receipts and expenditures, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 160 p. 15 1/2 x 11 1/2 x 1 1/2. 2 v. not numbered, 1872-86, co. clk.'s east vlt., bsmt.; v. 1, 2, 1915--, sh.'s off., 1st fl.

Motor Vehicles

315. MOTOR VEHICLE RECORD, 1929--. 1 v. (1). Prior records cannot be located.

Record of motor vehicles found, seized, or taken, showing name of party making delivery, date and place vehicle taken into custody, description and general condition of vehicle, and remarks. Arr. chron. No index. Hdw. on pr. fm. 175 p. 13 x 10 x 2. Sh.'s off., 1st fl.

VIII. CORONER

The coroner's office in Jackson County has continued in existence from 1819 to the present.<sup>1</sup> The coroner is elected by the county electorate for a four-year term. He receives his commission from the Governor, upon the certification of the county clerk of his election, and filing of his bond and taking the oath of office.<sup>2</sup> The inquest duties of this official

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1. Constitution of 1818, Art. III, sec. 11; Constitution of 1870, Art. X, sec. 8.  
2. The office is constitutional and elective (Constitution of 1818, Art. III, sec. 11; Constitution of 1870, Art. X, sec. 8). The term, formerly two years, is now four years (second amendment, November 22, 1880, to Constitution of 1870, Art. X, sec. 8).



have changed little over a period of more than a century. The coroner acts as a conservator of the peace with powers equal to the sheriff's in this respect, and serves as a ministerial officer of the courts in the absence or disqualification of the sheriff, and performs all other duties of the latter when the office is vacant.<sup>1</sup>

The most important function of the coroner is to hold inquests over the bodies of persons supposed to have come to their death by violence, casualty, or other undue means. Upon notification of such death, the coroner goes to the place where the body is and takes charge of the same, and summons a jury of six men of the neighborhood in which the body was found. The jury is instructed to assemble at the place where the body is to be at a stated time, and upon view of the body to inquire into the cause and manner of the death. If the inquest is continued and a vacancy occurs on the jury, the coroner is allowed to fill such vacancy.<sup>2</sup>

To the custody of the clerk of the circuit court are returned the verdict of the jury, and such recognizances as may be given the coroner by witnesses whose testimony implicates any person as the unlawful slayer of the deceased.<sup>3</sup> In his own office, the coroner files and preserves the record of such testimony.<sup>4</sup> The coroner also keeps one record which he originates, the "inquest record." This record recapitulates all the data involved in the entire inquest procedure and includes an inventory and accounting of the personal property and money of the deceased.<sup>5</sup>

Deputy coroners appointed by this official enable him to perform the duties of his office. The number of deputies is set by rule of the circuit court, and their compensation is determined by the county board of supervisors. The bond or securities of these assistants are taken by the coroner, and the oath to which each subscribes is filed in the county clerk's office.<sup>6</sup>

For copies of coroner's inquest papers, see entry 286.

316. (CORONER'S INQUEST FILES), 1932--. 35 folders. Prior records cannot be located.

Coroner's original inquest papers, including affidavits of and subpoenas for witnesses, jury verdicts, and transcript of evidence. Arr. chron. No index. Hdw. on pr. fm. 3 x 2½ x 12. Cor.'s off., 1st fl., Travelstead Building, Carbondale, Illinois.

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1. L.1819, p. 111,160; L.1821, p. 20-23; L.1825, p. 63,64; R.L.1827, p. 246-50,372,373,375; R.S.1845, p. 515,517; R.S.1874, p. 281,282.
  2. L.1821, p. 22-24; R.S.1845, p. 517,518; R.S.1874, p. 282-84; L.1879, p. 82; L.1907, p. 213; L.1919, p. 403; L.1931, p. 388.
  3. L.1821, p. 24,25; R.S.1845, p. 518; R.S.1874, p. 284.
  4. L.1869, p. 104; R.S.1874, p. 283; L.1907, p. 213; L.1919, p. 293.
  5. L.1821, p. 25,26; R.S.1874, p. 283.
  6. L.1881, p. 63.



317. CORONER'S RECORD, 1903--. 3 v. (B-D). Prior records cannot be located.

Record of coroner's inquests, showing names of deceased, jurors, and witnesses, date and place of inquest, cause of death, verdict of jury, and inventory and disposition of personal effects. Arr. chron. Indexed alph. by name of deceased. Hdw. under pr. hdgs. 500 p. 18 x 13 x 2 $\frac{1}{2}$ . V. B, C, 1903-32, off. of supt. of hwy's., 1st fl.; v. D, 1933--, cor.'s off., Travelstead Building, Carbondale, Illinois.

318. CORONER'S JURY CERTIFICATE RECORDS, 1932--. 29 v. Prior records destroyed.

Stub record of coroner's jury certificates issued for fees, showing certificate number, amount, date, and to whom issued. Arr. by certificate no. No index. Hdw. on pr. fm. 4 x 3 $\frac{1}{2}$  x  $\frac{1}{2}$ . Cor.'s off., 1st fl., Travelstead Building, Carbondale, Illinois.

319. CORONER'S DEATH RECORD, 1913-14. 1 v.

Coroner's copy of death certificates, showing name and address of deceased, financial and personal particulars, date and cause of death, and date and place of burial. Arr. chron. Indexed alph. by name of deceased. Hdw. on pr. fm. 300 p. 18 x 12 x 1 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

For certificates of death, see entry 83.

## IX. STATE'S ATTORNEY

The functions of the office of state's attorney in Jackson County were performed by a circuit attorney from 1819 to 1827 when he was replaced by an officer "styled and called state's attorney."<sup>1</sup> In Jackson County, as in each of the counties of the judicial district, this officer commenced and prosecuted in courts of record all actions in which the people of the state or county were concerned.<sup>2</sup> The state's attorney was appointed by the Governor until 1835, when he became an appointee of the General Assembly. This latter provision remained effective until 1848, when the state's attorney became an elective officer of the circuit district electorate. At this time his services also were expanded to include the newly-created county court. Finally, the present Constitution made the office elective in and for each county.<sup>3</sup> From the creation of

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1. L.1819, p. 204; L.1825, p. 178,179; R.L.1827, p. 79,80.

2. L.1835, p. 44; R.S.1845, p. 76.

3. R.L.1833, p. 98; L.1835, p. 44; Constitution of 1848, Art. V, sec. 21, 28; Constitution of 1870, Art. VI, sec. 22; R.S.1874, p. 172.



this office in the State until the present, the state's attorney has continued to receive his commission from the Governor for the tenure of his office.<sup>1</sup> In 1827 his appointment was set at a four-year term, until 1835, when he was appointed by the Assembly for a two-year term. Then, in 1849, the state's attorney's office became elective by the district electorate for a four-year term, the first term, however, being only for three years and ending in 1852.<sup>2</sup> In Jackson County the state's attorney receives an annual salary of \$4,500, with an additional \$400 paid by the state. Statutory fee rates are allowed him for convictions on specified offenses and crimes before justices of the peace, police magistrates, county, and circuit courts. Also, rates are established for preliminary examination of defendant, for attendance at trials, and for appeals. These several fees and rates make up a county fund from which is paid his salary.<sup>3</sup>

The duties of the state's attorney are:

1. To commence and prosecute all actions, suits, indictments, and prosecutions, civil or criminal, in any court of record in his county in which the people of the state or county may be concerned.
2. To prosecute all forfeited bonds and recognizances and all actions and proceedings for the recovery of debts, revenues, moneys, fines, penalties, and forfeitures accruing to the state or his county, or to any school district in his county; also to prosecute all suits in his county against railroads or transportation companies, which may be prosecuted in the name of the people of the State of Illinois.
3. To commence and prosecute all actions and proceedings brought up by any county officer in his official capacity.
4. To defend all actions and proceedings brought against his county or against any county or state officer in his official capacity, in his county.
5. To attend the examination of all persons brought before any judge on habeas corpus when the prosecution is in his county.
6. To attend before justices of the peace and prosecute charges of felony or misdemeanor for which the offender is required to be recognized and to appear before a court of record when in his power to do so.

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1. R.L.1833, p. 98; L.1835, p. 44; Constitution of 1848, Art. V, sec. 21,28; Constitution of 1870, Art. VI, sec. 22; R.S.1874, p. 172.  
2. R.L.1827, p. 79,80; L.1835, p. 44; Constitution of 1848, Art. V, sec. 21; Constitution of 1870, Art. VI, sec. 22.  
3. L.1871-72, p. 422; L.1873-74, p. 104,105; L.1909, p. 231-33; L.1929, p. 474-76.



7. To give his opinion without fee or reward, to any county officer or justice of the peace in his county upon any question of law relating to any criminal or other matter in which the people of the state or county may be concerned.
8. To assist the attorney general whenever it may be necessary, and in cases of appeal or writ of error, from his county to the supreme court, to which it is the duty of the attorney general to attend, he shall, a reasonable time before the trial of such appeal or writ of error, furnish the attorney general with a brief, showing the nature of the case and the questions involved.
9. To pay all moneys received by him in trust, without delay, to the officer who by law is entitled to their custody.
10. To perform such other and further duties as may from time to time be enjoined upon him by law.
11. To appear in all proceedings by collectors of taxes against delinquent taxpayers for judgment to sell real estate, and to see that all the necessary preliminary steps have been legally taken to make the judgment legal and binding.<sup>1</sup>
12. To enforce the collection of all fines, forfeitures, and penalties imposed or incurred in the courts of record in his county; and report<sup>2</sup> on the collection of these moneys to the circuit court.

In Jackson County the only records found for this office were state's attorneys' reports to circuit court, entries 287, 288.

#### X. SUPERVISOR OF ASSESSMENTS

The county supervisor of assessments, with the aid of the township assessors in Jackson County, is responsible for the assessment of property upon which the township, district, county, state, and other taxes are levied. Principally, these officers annually revise the assessment of property, correct the same upon complaint, and quadrennially assess real and personal property. Many statutory provisions have regulated this function in Jackson County. Early laws fixed the value of the several categories of real and personal property, leaving to the assessing officer only limited discretion.<sup>3</sup>

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1. R.S.1845, p. 76; R.S.1874, p. 172.

2. L.1909, p. 342; L.1911-12, p. 88; L.1929, p. 475.

3. L.1819, p. 313,319; L.1825, p. 173; L.1839, p. 4-6; L.1840, p. 4; L.1845, p. 6.



Property assessments in Jackson County were first made by the county treasurer, an appointee of the county commissioners' court.<sup>1</sup> From 1825 to 1827, when the sheriff acted as treasurer,<sup>2</sup> a county assessor was appointed by the county commissioners' court.<sup>3</sup> In 1827 the General Assembly re-established the office of county treasurer, and the assessment function was resumed by that officer.<sup>4</sup> The treasurer continued to act in this capacity until 1839 when the legislature provided for the appointment by the county commissioners' court of a county assessor.<sup>5</sup> The duty of property assessment reverted to the county treasurer again in 1844,<sup>6</sup> and continued to be vested in that office until 1872 when Jackson County adopted township organization and assessments were made by township assessors, elected one in each township.<sup>7</sup>

These officers have continued to perform this function ever since, with the exception of a period between 1875 and 1878, and two years between 1883 and 1885, when Jackson County adopted the commissioner form of government. During those years, the county treasurer acted as ex-officio assessor.<sup>8</sup>

Between 1853 and 1898, the assessing officers received their assessment lists from, and reported assessments to, the county clerk.<sup>9</sup> In the latter year the legislature provided that the county treasurer should be ex-officio supervisor of assessments; from that date until the present, the township assessors have worked under the direction of, and reported the assessment of property to, the county treasurer acting in this ex-officio capacity. Every assessor is bonded in the sum of \$500. Bond for the supervisor of assessments is \$2,000 or such larger sum as the county board may determine.<sup>10</sup>

For other taxation records, see entries 1, 2, 48-76, 321-329, 336, 347.

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1. L.1819, p. 315.
  2. L.1825, p. 178.
  3. Ibid., p. 173.
  4. R.L.1827, p. 330.
  5. L.1839, p. 4.
  6. L.1843, p. 231, 237.
  7. L.1871-72, p. 20-24.
  8. L.1873, p. 74.
  9. L.1853, p. 14, 17; L.1871-72, p. 19, 20.
  10. L.1898, p. 37; L.1931-32, First Sp. Sess., p. 66.



320. REAL ESTATE AND PERSONAL PROPERTY SCHEDULES, 1935--. 1 f.b.,  
1 carton. Prior records have been destroyed.  
Schedules of real estate and personal property, showing name and address  
of owner, class and location of property, school district number, and  
valuation as placed by owner and as fixed by assessor. No arr. No index.  
Hdw. on pr. fm. F.b., 11 x 14 x 25; carton, 18 x 15 x 15. 1 carton,  
1935, co. clk.'s east vlt., bsmt.; 1 f.b., 1936--, treas.'s off., 1st fl.

## XI. BOARD OF REVIEW

An important aspect of the revenue procedure is the authority for the review of assessments on property. In Jackson County this power is exercised by the board of review. The duties of this board are essentially to equalize, review, or revise the assessment of property. Early legislation provided for appeals from assessments to the county commissioners' court. The court was empowered to review and revise assessments on real and personal property.<sup>1</sup>

In 1849 when the county court succeeded the county commissioners' court in Jackson County, appeals were made to that body.<sup>2</sup> When the township form of government was adopted by Jackson County in 1872, the town boards composed of the township supervisor, clerk, and assessor, exercised jurisdiction over the revision of assessments in their respective towns. The duties of the board of supervisors in regard to assessments were the following:

1. To assess omitted property.
2. To review assessments upon complaint.
3. To hear and determine the application of any person assessed on property claimed to be exempt from taxation.
4. To ascertain whether the valuations in one town or district bore just relation to all the towns or districts in the county.<sup>3</sup>

In 1898 this authority was transferred to the newly-created board of review, composed of the chairman of the county board who became ex-officio chairman of the board of review, the county clerk, and one citizen appointed by the county judge.<sup>4</sup> Since 1923 the board has consisted of the

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1. L.1839, p. 7; L.1845, p. 8; R.S.1845, p. 441.
  2. L.1849, p. 65.
  3. L.1851, p. 56; L.1871-72, p. 22-25. An exception to this procedure occurred during the five years (1875-78, 1883-85) when Jackson County operated under the commissioner form of government. In those years appeals were made to the board of county commissioners (L.1871-72, p. 69).
  4. L.1898, p. 46.



chairman of the county board as ex-officio chairman of the board of review, and two citizens appointed by the county judge. The members of the board select their own clerk. The two citizen members of the board are appointed alternately for a two-year term. The board may reduce or increase the entire assessment of property.

For other taxation records, see entries 1, 2, 48-7c, 320, 323-329, 336, 347.

321. RECORD OF BOARD OF REVIEW, 1899--. 3 v. (1-3). Record of proceedings of board of review, showing date and place of meeting, names of complainant and members of board, cause of complaint, and action taken. Also contains Complaint Docket Board of Review, 1928--, entry 322. Arr. chron. No index. Hdw. 600 p. 18 x 13 x 3. V. 1, 1899-1922, co. clk.'s east vlt., bsmt.; v. 2, 3, 1923--, co. clk.'s vlt., 1st fl.

322. COMPLAINT DOCKET BOARD OF REVIEW, 1899-1927. 2 v. (1, 2). 1928-- in Record of Board of Review, entry 321. Docket of tax complaints, showing number and date of complaint, name of complainant, legal description of property, valuation as made by assessor, reason for complaint, and all findings and orders of board of review. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. V. 1, 1899-1912, co. clk.'s east vlt., bsmt.; v. 2, 1913-27, co. clk.'s vlt., 1st fl.

XII. COLLECTOR

Tax collections in Jackson County were made by the sheriff as ex-officio county collector from 1819 to 1872, with the exception of a brief period of four years, 1839 to 1843, when there existed a separate office of county collector filled by appointment by the county commissioners' court.<sup>2</sup> With the acceptance of the township form of government in 1872, the county treasurer became ex-officio collector of taxes.<sup>3</sup> Under this plan, town collectors elected in each township, were required to make collection of resident property taxes and deliver their books to the county collector, who returned them to the county clerk.<sup>4</sup> The county collector, in turn, was charged with the collection of the non-resident

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1. L.1923, p. 496,497; L.1931-32, First Sp. Sess., p. 71,72.  
2. L.1819, p. 316; L.1821, p. 100; L.1823, p. 80; R.L.1827, p. 370,374; L.1839, p. 7; L.1843, p. 234; L.1853, p. 99.  
3. L.1853, p. 14,67; L.1871-72, p. 36. During the years (1875-78, 1883-85) when Jackson County had the commissioner form of government, the sheriff performed the duties of county collector (L.1871-72, p. 36).  
4. L.1855, p. 37.



property taxes.<sup>1</sup> The provision for the return of the collectors' books to the county clerk was changed in 1871 when the legislature provided for the county collector to make an annual sworn statement to the county clerk, showing the total amount collected by him from each kind of tax, the amount received from each town collector, and the amount collected by himself.<sup>2</sup>

In 1917 the office of town collector was abolished in counties the size of Jackson, and the county collector became ex-officio town collector for each of the townships in his county. As town collector, the county collector is required to perform all the duties assigned to town collectors under existing statutory requirements.<sup>3</sup> Bond in the amount determined upon by the county board is required of him in addition to that attendant upon his office as county treasurer.<sup>4</sup>

The collector annually prepares a delinquent property list and files it with the county clerk. He also advertises his intention of applying for judgment for sale of delinquent lands and lots and is required to attend in person or by deputy all tax sales resulting therefrom. The county clerk, in person or by deputy, is also required to attend all tax sales. At such tax sales the clerk and collector note and make entry of all tax sales and forfeitures to the state.

To recapitulate, under statutory provisions the county collector collects taxes for the state, county, and other governmental agencies; settles annually with the county board, and pays to the proper authorities the amount in his hands due them; and attends all tax sales in person or by deputy.<sup>5</sup>

The county collector is required by statute to keep his records as collector of taxes separate from his records as county treasurer.<sup>6</sup> The records of the collector's office include duplicates of receipts issued to taxpayers, state auditor's and county clerk's certificates of the collector's settlement with them, duplicates of the collector's reports, delinquent property records, and tax sales and forfeiture records.

For other taxation records, see entries 1, 2, 118, 320-322, 336, 347.

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1. L.1853, p. 69,70; L.1861, p. 244.
  2. L.1871-72, p. 56,57.
  3. L.1917, p. 793; L.1925, p. 605; L.1929, p. 775; L.1931, p. 906; L.1933, p. 1116.
  4. L.1871-72, p. 36; L.1931, p. 748; L.1933, p. 931.
  5. L.1819, p. 317; R.L.1827, p. 373; L.1839, p. 8-12; L.1840, p. 3; L.1845, p. 8-13; L.1853, p. 67,70-72,74,75,77-79,84,85; L.1871-72, p. 32; L.1873-74, p. 53-57; L.1911, p. 485; L.1917, p. 664,665; L.1919, p. 765; L.1930, First Sp. Sess., p. 59-69; L.1931, p. 747-58; L.1933, p. 930-38; L.1935, p. 1149-59.
  6. L.1917, p. 664,665; L.1930, Sp. Sess., p. 60-62; L.1935, p. 1149-59.



Collector - Collection;  
Delinquent Tax, Abatement

Collection, Settlement

323. TREASURER'S ACCOUNT WITH TOWN OFFICERS (Collector), 1885--. 21 v. (1-21).

County treasurer's account as county collector, with township officers, showing name of township, total amount of taxes due, tax spread, amount of special county tax, interest, total amount paid and delinquent, and balance due. Also contains County Treasurer's Account With School Officers, 1885-1935, entry 347. Arr. chron. No index. Hdw. on pr. fm. 500 p. 18 x 13 x 2½. V. 1, 2, 1885-93, co. clk.'s east vlt., bsmt.; v. 3-21, 1894--, treas.'s vlt., 1st fl.

324. ABSTRACT OF FOOTINGS, 1907-13, 1932--. 7 v. 1914-31 in County Treasurer's Cash (Book), entry 335.

Abstract of footings of each page of collector's books, showing a true and correct statement of the total valuation of property listed for taxation and of the taxes charged thereon. Arr. chron. No index. Hdw. under pr. hdgs. 25 p. 17 x 15 x ½. Treas.'s off., 1st fl.

325. TAX RECEIPTS, 1920--. 4300 v. Prior records destroyed.

Duplicate real and personal property tax receipts, showing name and address of owner, description of property, assessed valuation, school district number, and amount of taxes. No arr. No index. Hdw. on pr. fm. 50 p. 6 x 13 x ½. 4000 v., 1920-36, co. clk.'s east vlt., bsmt.; 300 v., 1937--, treas.'s vlt., 1st fl.

326. PERSONAL PROPERTY TAXES PAID AFTER SETTLEMENT, 1907--. 5 v. (A-D, 1). Title varies: Abatement Record Personal Property; Abatement Record. 1859-1906 in Collector's and Treasurer's Accounts, entry 336.

List of abatements on personal property, showing name of owner, tax spread, values as fixed by assessor, equalized value, cause of delinquency, and amount of delinquent taxes, interest, penalties, and costs. Also contains Forfeited Tax Record (Abatement Lists), 1907-29, entry 328. Arr. chron. No index. Hdw. under pr. hdgs. 200 - 400 p. 14 x 10 x 1 - 21 x 13 x 1. Treas.'s off., 1st fl.

327. MEMORANDUM OF TAXES COLLECTED, 1871-82. 1 v. Discontinued.

List of tax collections, showing name and address of owner, legal description of property, acreage, assessed value, value as fixed by board of review, tax spread, amount of delinquent tax, interest, and costs, total tax collections and delinquencies, and remarks. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 18 x 15 x 3. Co. clk.'s east vlt., bsmt.

Delinquent Tax, Abatement

328. FORFEITED TAX RECORD (Abatement Lists), 1930--. 6 v. (1-3, 1-3). 1859-1906 in Collector's and Treasurer's Accounts, entry 336; 1907-29 in Personal Property Taxes Paid After Settlement, entry 326.

Lists of abatements on real estate property, showing name of owner, amount of forfeited tax, interest, penalties, and costs, tax spread, equalized value, and cause for delinquency. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 16 x 2. Treas.'s off., 1st fl.



329. TAX REDEMPTION PAPERS, 1931--. 8 folders. Prior records destroyed.

File of redemption papers, including statements of redemption, copies of redemption certificates, and orders to county collector to receive tax payments on forfeited property. Arr. chron. No index. Hdw. on pr. fm. 10 x 14 x 1. Treas.'s vlt., 1st fl.

XIII. TREASURER

The first General Assembly created the office of county treasurer and provided that its incumbent be appointed by the county commissioners' court.<sup>1</sup> The office was abolished in 1825, the sheriff by statutory provision, acting as ex-officio treasurer during the following two years.<sup>2</sup> In 1827 the legislature re-established the office, providing that a treasurer be appointed annually by the county commissioners' court.<sup>3</sup> From 1837 to the present, the treasurer has been elected by the people of the county,<sup>4</sup> and is commissioned by the Governor for a four-year term.<sup>5</sup> In 1880, by amendment to the Constitution of 1870, it was provided that no treasurer be eligible for re-election until four years after the expiration of his term of office.<sup>6</sup> The penal sum of the treasurer's bond and his securities are determined by the county board.<sup>7</sup> Upon request of the treasurer, the board designates the bank in which the public funds are to be deposited.

In the performance of his duties, the treasurer receives the county revenue, keeps custody of its funds, and disburses them in accordance with orders of the county board or specific authorization by law. He is required to keep books of accounts of all funds received and disbursed by him, to maintain a register of county orders countersigned and paid, to report annually to the county board on the financial transactions of his office,

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1. L.1819, p. 315.
  2. L.1825, p. 178.
  3. R.L.1827, p. 329; R.L.1833, p. 515,516.
  4. R.L.1837, p. 49,274; L.1845, p. 28; R.S.1845, p. 137; L.1851, p. 144; Constitution of 1870, Art. X, sec. 8.
  5. The term was originally set at four years in 1837 (R.L.1837, p. 274); it was later reduced to two years (L.1845, p. 28; L.1851, p. 144). The office was made constitutional in 1870 without change of term (Constitution of 1870, Art. X, sec. 8). Then in 1880, the term was lengthened to four years (Constitution of 1870, Art. X, sec. 8, as amended November, 1880).
  6. Constitution of 1870, Art. X, sec. 8, as amended November, 1880.
  7. R.L.1827, p. 329; R.S.1874, p. 323. The bond is required to be filed in the office of the county clerk.



Treasurer - Receipts and  
Disbursements

and to settle his accounts with the board semi-annually.<sup>1</sup> The last two requirements give rise to a number of segregated records of accounts beyond strict statutory requirements. In addition, reports are made to the treasurer by other county, district, public, and semi-public authorities in the process of transacting business with him; and, finally, a large number of records arise from the requirements for collectors of taxes to settle their accounts with the treasurer.<sup>2</sup>

The treasurer acts as ex-officio treasurer of the special drainage district.<sup>3</sup>

Receipts and Disbursements  
(See also entries 5-23)

Registers and Ledgers

330. ANNUAL APPROPRIATION RECORD, 1907--. 5 v. (1-5). Title varies: Annual Appropriation of County Orders Countersigned. Ledger of appropriations of county funds, showing date, amount allocated to various funds, total appropriation, date, number, amount, and purpose of order, fund debited, name of recipient, total expenditures, and balance available. Also contains Register of County Orders Countersigned, entry 331 and Highway Treasurers' Cash Book, 1932-35, entry 342. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 16 x 12 x 2. Treas.'s vlt., 1st fl.

331. REGISTER OF COUNTY ORDERS COUNTERSIGNED, 1868-1906. 2 v. 1907-- in Annual Appropriation Record, entry 330. Register of county orders countersigned, showing date, amount and number of order, name of recipient, and date of cancellation. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.

332. MOTOR FUEL TAX WARRANT REGISTER, 1934--. 1 v. Prior records cannot be located. Register of warrants paid from motor fuel tax fund, showing warrant and claim numbers, date, amount, and purpose of warrant, date of cancellation, and name of recipient. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 14 x 13 x 1 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.

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1. R.L.1837, p. 582,583; L.1843, p. 151; R.S.1845, p. 137-39; L.1861, p. 239,240; R.S.1874, p. 323,324.
  2. R.L.1827, p. 330-33; L.1839, p. 8-10; L.1845, p. 11; L.1895, p. 304; L.1915, p. 516; L.1933, p. 898.
  3. L.1885, p. 78,104.



333. MONTHLY REPORTS WARRANTS CANCELLED (Motor Fuel), 1934--. 1 v.  
Prior records cannot be located.

Monthly register of cancelled motor fuel warrants, showing purpose, number, date, and amount of warrant, and date of cancellation. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 12 x 12 x 1 1/2. Treas.'s vlt., 1st fl.

334. LEDGER (County Treasurer's Account), 1906--. 2 v. Prior records cannot be located.

County treasurer's account with banks, showing name of bank, dates and amounts of deposits, withdrawals, and checks cashed, totals, and balance available. Arr. chron. Indexed alph. by name of bank. Hdw. 500 p. 14 x 10 x 2 1/2. Treas.'s vlt., 1st fl.

Cash Books

335. COUNTY TREASURER'S CASH (Book), 1906--. 2 v. 1859-1905 in Collector's and Treasurer's Accounts, entry 336.

County treasurer's account of receipts and disbursements, showing date, amount, and purpose of receipt or disbursement, name of payer or recipient, account credited or debited, total receipts and expenditures, and balance available. Also contains Abstract of Footings, 1914-31, entry 324. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 16 x 12 x 2. Treas.'s vlt., 1st fl.

336. COLLECTOR'S AND TREASURER'S ACCOUNTS, 1859-1906. 3 v. (1, 2 not numbered). Title varies: Settlement Book.

Collector's and treasurer's account of taxes, showing amount of delinquent taxes, amount of interest and penalties due, tax spread, date, amount, and purpose of receipts and disbursements, account credited or debited, total receipts and expenditures, and balance available. Also contains Personal Property Taxes Paid After Settlement, entry 326; Forfeited Tax Record (Abatement Lists), entry 328; County Treasurer's Cash (Book), entry 335; and Collector's (Treasurer's) Account with Other Officers, entry 346, including Collector's (Treasurer's) Statement of Accounts, entry 348. Arr. chron. No index. 1859-72, hdw.; 1873-1906, hdw. under pr. hdgs. 400 p. 18 x 13 x 2. Co. clk.'s east vlt., bsmt.

Special Accounts

School (See also entries 350, 351, 354)

337. RECORD OF NON-HIGH-SCHOOL FUNDS, 1918--. 1 v.

Non-high-school fund record showing date, amount, and purpose of receipt or expenditure, names of payer and recipient, date, amount, and number of order, total receipts and expenditures, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. Treas.'s vlt., 1st fl.



338. COUNTY TREASURER IN ACCOUNT WITH SUPERINTENDENT OF SCHOOLS, 1883--. 1 v.

Register of receipts and expenditures of institute fund, showing date, amount, and purpose of receipts and expenditures, order number, total receipts and expenditures, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 150 p. 16 x 11 x 1 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.

Probate

339. TRUST FUND RECORD, 1883--. 2 v. Prior records cannot be located. Record of trust fund receipts and disbursements, showing names of estate and heirs, date and amount of receipts or disbursements, from whom received, name of recipient, and date, amount, and number of check. Arr. chron. No index. 1883-1934, hdw.; 1935-- , hdw. under pr. hdgs. 500 p. 16 x 12 x 2 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.

Inheritance Tax (See also entry 241)

340. INHERITANCE TAX PAPERS AND RECEIPTS, 1931--. 2 folders. 1918-30 pasted in Inheritance Tax Record, entry 341. Inheritance tax papers including estate appraisements, showing names of estate and beneficiaries, legal description of property, appraised valuation, value as fixed by assessor, tax rate, date, amount, and number of receipt, and total amount of taxes paid. No arr. No index. Hdw. on pr. fm. 10 x 14 x 1 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.

341. INHERITANCE TAX RECORD, 1918--. 2 v. (1 not numbered, 2). Prior records cannot be located. Accounts of inheritance taxes levied and collected, showing names of estate and heirs, valuation of estate, rate of tax, total tax, dates and amount of collections, and amount of fees, commissions, and expenses. Also contains Inheritance Tax Papers and Receipts, 1918-30, entry 340. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 13 x 17 x 1. Treas.'s vlt., 1st fl.

Highway (See also entries 15, 364-382)

342. HIGHWAY TREASURERS' CASH BOOK, 1936--. 1 v. 1932-35 in Annual Appropriation Record, entry 330. Motor fuel tax fund record showing date, purpose, and amount of receipts and disbursements, names of payer and recipient, fund credited or debited, date and order number, total receipts and expenditures, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 200 p. 16 x 10 x 1 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.

343. MOTOR FUEL ALLOTMENT RECORD, 1934--. 1 v. Prior records cannot be located. Record of motor fuel tax allotments, showing date, amount requested by county board, claim and receipt numbers, explanation, amount of receipts and disbursements, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 500 p. 10 x 12 $\frac{1}{2}$  x 2 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.



Dog License (See also entry 107)

344. SHEEP CLAIMS, 1920--. 19 folders. Prior records cannot be located.

Claims presented to supervisors for sheep killed, to be paid from dog license fund, showing name of claimant, date, number, and amount of claim, number of sheep killed, and amount allowed. No arr. No index. Hdw. on pr. fm. 6 x 14 x 1. Treas.'s vlt., 1st fl.

345. DOG LICENSE FUND RECORD, 1883--. 2 v. (A, 1). Missing: 1886-1919.

Dog license fund record showing date, amount, from what township received, from whom collected, sex and name of dog, number of sheep killed, name of owner, and date and amount of payment to owner of sheep. Arr. chron. No index. Hdw. under pr. hdgs. 160 - 300 p., 16 x 10 x 1 $\frac{1}{2}$ . V. A, 1883-85, co. clk.'s east vlt., bsmt.; v. 1, 1920--, treas.'s vlt., 1st fl.

County Officers

346. COLLECTOR'S (Treasurer's) ACCOUNT WITH OTHER OFFICERS, 1906--. 3 v. (6, 1, 2). Missing: 1927-31. 1859-1905 in Collector's and Treasurer's Accounts, entry 336.

Treasurer's account with other officers, showing date, amount, and purpose of receipt or expenditure, account credited or debited, name of payer or recipient, total receipts and expenditures, and balance available. Also contains Collector's (Treasurer's) Statement of Accounts, 1906-9, 1913--, entry 348. Arr. chron. Indexed alph. by title of account. Hdw. on pr. fm. 500 p. 18 x 13 x 2 $\frac{1}{2}$ . Treas.'s vlt., 1st fl.

347. COUNTY TREASURER'S ACCOUNT WITH SCHOOL OFFICERS, 1936--. 1 v. (21). 1885-1935 in Treasurer's Account With Town Officers, entry 323.

County treasurer's account with school officers, showing name and number of district and township, amount of tax allotment, date of payment, amounts in educational and building funds, list of bonds issued, and interest due. Arr. chron. No index. Hdw. on pr. fm. 400 p. 18 x 18 x 2. Treas.'s vlt., 1st fl.

Reports

348. COLLECTOR'S (Treasurer's) STATEMENT OF ACCOUNTS, 1910-12. 1 v. 1859-1905 in Collector's and Treasurer's Accounts, entry 336; 1906-9, 1913-- in Collector's (Treasurer's) Account with Other Officers, entry 346.

Statement of accounts of county treasurer as reported to state treasurer, showing title of account, amount of receipts and disbursements, total receipts and disbursements, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 12 x 2. Co. clk.'s east vlt., bsmt.



Receipts, Checks, Bank Statements

349. CANCELLED CHECKS AND DEPOSIT SLIPS, 1914--. 1 carton. Prior records have been destroyed.

Cancelled checks and deposit slips showing date, amount, number, and purpose of check, name of recipient, fund drawn upon, date and amount of deposit, fund credited, and total amount of deposits. No arr. No index. Hdw. on pr. fm. 15 x 15 x 15. Treas.'s vlt., 1st fl.

XIV. SUPERINTENDENT OF SCHOOLS

The first school official in Jackson County was the county school commissioner.<sup>1</sup> The principal duties of this officer, an appointee of the county commissioners' court, centered around the sale of school lands. His reports of these sales were made to the county commissioners' court and recorded by their clerk in a well-bound book kept for that purpose.<sup>2</sup> The school commissioner also reported to the commissioners' court on his other transactions in regard to the school fund.<sup>3</sup> His office became elective in 1841.<sup>4</sup> In 1845 the office of county superintendent of schools was created as an ex-officio office of the county school commissioner.<sup>5</sup> For his ex-officio duties as superintendent of schools, the commissioner received additional compensation for the days actually engaged in the performance of these duties.<sup>6</sup> Beginning with the year 1847, the school commissioner was elected for a two-year term.<sup>7</sup> In 1865 the office of county superintendent of schools was established as an independent office, and had delegated to it the authority formerly vested in the county school commissioner.<sup>8</sup>

The superintendent of schools is a statutory office, now elective for a term of four years.<sup>9</sup> The superintendent's office serves as the central school administrative agency for the county. One or more of the several congressional townships comprise the several school districts. Within these administrative units are elected boards of trustees who have executive and financial responsibilities which come under the super-

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1. R.L.1829, p. 150,151.  
 2. Ibid., p. 152,153; L.1849, p. 155,156,159,160; L.1851, p. 130.  
 3. L.1831, p. 175.  
 4. L.1841, p. 261,262.  
 5. L.1845, p. 54.  
 6. L.1849, p. 178; L.1867, p. 161.  
 7. L.1847, p. 120; L.1849, p. 154.  
 8. L.1865, p. 112; L.1871-72, p. 702; L.1889, p. 312; L.1909, p. 343.  
 9. L.1871-72, p. 702; L.1909, p. 343; L.1915, p. 628; L.1923, p. 596.



vision of the county superintendent.<sup>1</sup> The boards of trustees appoint their own treasurers who also act as clerks of the township (or school district) boards.<sup>2</sup>

The superintendent makes quarterly and annual reports to the county board and also reports to the state superintendent of public instruction, the state department of public health, the state fire marshal, and the state architect. His original duties are the following:

1. To sell township fund lands and issue certificates of purchase.
2. To examine the complete accounts of every township treasurer in his county and report irregularities of the township trustees.
3. To conduct a teachers' institute, hold quarterly examinations for teachers' certificates, and issue such.
4. To hold examinations for normal and university scholarships.
5. To visit the public schools in the county, observe methods of instruction, make recommendations to teachers, and advise school officers; to observe sanitary and safety conditions, and notify trustees and state authorities of unsatisfactory conditions; to inspect plans and specifications, and approve those meeting state regulations.<sup>3</sup>

A noteworthy undertaking of the superintendent of schools is the annual teachers' institute. Pioneer legislation of 1869 provided that the school directors were to allow school teachers to attend the teachers' institute in their county without the loss of time or pay.<sup>4</sup> Twenty years later, the superintendent of schools was required to hold the institute annually.<sup>5</sup> A fund was set up for this purpose which has continued to be made up of the fees received from applicants for teachers' certificates and from teachers' registration. The fund is paid out only on the order of the superintendent to defray the expenses of the annual institute. When the fund exceeds the annual cost, it may be paid out for special meetings of teachers.<sup>6</sup>

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1. L.1847, p. 126; L.1909, p. 350; L.1929, p. 745.
  2. L.1927, p. 843; L.1929, p. 745.
  3. R.S.1845, p. 498,499; L.1847, p. 122; L.1849, p. 156; L.1853, p. 246, 247; L.1855, p. 66,67; L.1861, p. 190,191; L.1865, p. 119,120; L.1909, p. 343-52; L.1915, p. 635.
  4. L.1869, p. 394; L.1887, p. 297; L.1889, p. 312; L.1909, p. 342.
  5. L.1869, p. 312.
  6. L.1905, p. 385; L.1931, p. 876.



Accounts of School Funds  
(See also entries 337, 338)

350. SUPERINTENDENT OF SCHOOLS IN ACCOUNT WITH INSTITUTE FUND, 1883--.  
1 v. (A).

Institute fund account record showing date, amount, and purpose of receipt or expenditure, names of payer and recipient, total receipts and expenditures, and balance paid to county treasurer. Arr. chron. No index. Hdw. under pr. hdgs. 480 p. 17 x 13 x 2 $\frac{1}{2}$ . Off. of supt. of sch., 1st fl.

351. TEACHERS' PENSION FUND RECORD (Teachers' Pension List), 1915--.  
1 v. (1, 1915-28); 2 folders (1929--). Prior records cannot be located.

Teachers' pension lists showing school district number, name and address of teacher, salary per month, first, second, and third deduction for pension fund, and total amount of payments to date. Arr. alph. by name of teacher. No index. 1915-28, hdw. under pr. hdgs.; 1929--, hdw. on pr. fm. V.800 p. 10 x 14 x 4, folders 12 x 18 x 1. Vlt. of supt. of sch., 1st fl.

Teachers' Records

352. ILLINOIS TEACHERS' PROFESSIONAL SERVICE RECORD, 1915--. 4 f.b.  
Prior records cannot be located.

Permanent record of teachers, showing teacher's name, age, and address, grade and number of certificate, school attended, salary, subjects and grade taught, teaching experience, and amount of contributions to teachers' pension and retirement funds. Arr. chron. No index. Typed on pr. fm. 7 x 9 x 15. Vlt. of supt., of sch., 1st fl.

353. TEACHERS' EXAMINATION RECORD, 1923--. 1 v. Prior records cannot be located.

Record of teachers' examinations, showing date, name, address, age, and preparation of applicant, and grade of certificate for which application was made. Arr. chron. No index. Hdw. under pr. hdgs. 150 p. 14 x 18 x 1 $\frac{1}{2}$ . Off. of supt. of sch., 1st fl.

354. RECORD OF INSTITUTE FUNDS (Registration of Teachers' Certificates), 1927--. 2 v. Prior records cannot be located.

Register of teachers' certificates, showing application and certificate numbers, name and address of teacher, grade of certificate, date of registration, and salary account. Arr. alph. by name of teacher. No index. Hdw. under pr. hdgs. 300 p. 14 x 14 x 1 $\frac{1}{2}$ . Off. of supt. of sch., 1st fl.



Pupil Records

355. REPORT OF CLASSIFICATION, 1919--. 9 folders. Prior records cannot be located.

Classification reports showing date, name of pupil, district number, course of study, number of pupils, and number and title of text books. Arr. chron. No index. Hdw. on pr. fm. 18 x 14 x 1. Vlt. of supt. of sch., 1st fl.

356. EIGHTH GRADE GRADUATES REPORT, 1915--. 2 v. Prior records cannot be located.

Register of eighth grade graduates, showing name, age, and residence of pupil, course of study, school district and township numbers, date of promotion, and remarks. Arr. chron. No index. Typed under pr. hdgs. 600 p. 15 x 9 x 4. Vlt. of supt. of sch., 1st fl.

Reports

357. TEACHERS' ANNUAL REPORT AND STATE CLAIMS, 1928--. 14 folders. Prior records cannot be located.

Files of teachers' annual reports, state aid claims, and school tax levies. Arr. chron. No index. Hdw. and typed. 18 x 14 x 1. Vlt. of supt. of sch., 1st fl.

358. TRUSTEES' ANNUAL REPORT, 1929--. 10 folders. Prior records cannot be located.

Reports of school trustees to county superintendent, showing number of school district, value of school property, amount of educational and building funds, bond indebtedness, financial statistics, total receipts and expenditures, and balance available. Arr. chron. No index. Hdw. on pr. fm. 20 x 15 x 2. Vlt. of supt. of sch., 1st fl.

359. NON-HIGH-SCHOOL DISTRICT RECORD, 1917--. 3 v. Prior records cannot be located.

Proceedings of the non-high-school board of education, showing minutes and transaction of meetings, accounts of tuition fund, and annual report of non-high-school district. Arr. chron. No index. Hdw. under pr. hdgs. 225 p. 14 x 10 x 1. Vlt. of supt. of sch., 1st fl.

360. ANNUAL REPORT OF THE COUNTY SUPERINTENDENT OF SCHOOLS, 1923--. 1 v. Prior records cannot be located.

Annual reports of superintendent of schools, showing school census, enrollments, names of teachers, positions, qualifications, promotion of health and attendance, school tax levies and loans, annual salaries of elementary and high school teachers, district, distributive and township funds, receipts and expenditures, tuitions paid, exhibits, investments, general and financial report, number of one-room schools, and memoranda. Arr. chron. No index. Hdw. under pr. hdgs. 50 p. 16 x 12 x  $\frac{1}{2}$ . Vlt. of supt. of sch., 1st fl.



Superintendent of Highways

Registers of School Officers

361. (RECORD OF OFFICERS AND TEACHERS), 1928--. 1 folder. Prior records cannot be located.

Annually compiled lists of school teachers and officers, showing district number, and names and addresses of teachers, directors, and trustees. Arr. chron. No index. Typed. 18 x 14 x 1. Off. of supt. of sch., 1st fl.

School Treasurers' Bonds

362. TOWNSHIP TREASURERS' BONDS, 1930--. 2 folders. Prior bonds destroyed or lost upon moving into new courthouse.

Original bonds of township school treasurers, showing names of treasurer, township, and sureties, amount of bond, conditions, and date. No arr. No index. Hdw. on pr. fm. 10 x 14 x 1. Vlt. of supt. of sch., 1st fl.

Receipts and Expenditures

363. CASH BOOK, 1856--. 1 v. Prior records cannot be located.

Account of cash receipts and disbursements of county superintendent's office, showing date, amount, and purpose of receipt or disbursement, account credited, date, principal and interest on loans, date of payment, and purpose of payment of loan. Arr. chron. No index. Hdw. under pr. hdgs. 480 p. 18 x 12 x 2 1/2. Off. of supt. of sch., 1st fl.

XV. SUPERINTENDENT OF HIGHWAYS

From 1819 to 1849 county commissioners' court exercised jurisdiction over roads and bridges in Jackson County.<sup>1</sup> The commissioners were empowered to locate new roads, to alter or vacate old roads, and to appoint in each township one free-holder to serve as supervisor of roads in that township for a term of one year.<sup>2</sup> In 1825 the county commissioners' court was ordered to divide the county into road districts and to appoint a supervisor in each district.<sup>3</sup> The construction and maintenance of roads were effected by means of a labor tax levied on all able-bodied men between the ages of eighteen and fifty years. It was the supervisors' duty to summon these men for work when road labor was needed.<sup>4</sup>

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1. L.1819, p. 175.  
2. Ibid., p. 333.  
3. L.1825, p. 130.  
4. L.1819, p. 334.



From 1849 to 1872, the county court in Jackson County had the control and supervision of public roads and bridges. The substitution of this administrative body for the old county commissioners' court effected no material changes in the earlier set-up. The system of road districts was retained and the work of superintending road construction and maintenance continued to be vested in district supervisors.<sup>1</sup>

In 1872 when Jackson County adopted township organization, the care and superintendence of roads became the responsibility of the townships. In 1849 legislation enabling the adoption of this form of county government had provided for the election in each township of a highway commissioner and as many overseers of highways as there were road districts in the county. The commissioners at their annual meeting determined what needed to be done by way of establishing new roads and repairing, altering, or vacating old roads; the overseers of highways were then required to carry out the commissioners' instructions.<sup>2</sup> With the exception of five years when Jackson County operated under the commissioner form of government this system of road control and maintenance obtained until 1913;<sup>3</sup> in that year the office of the superintendent of highways was first established.<sup>4</sup> The boards of highway commissioners which existed prior to that date have continued to function, but their powers are principally subordinated to those of the superintendent of highways.

The superintendent is appointed by the county board. The board submits a list of three to five candidates to the state department of public works and buildings, which department examines the candidates to determine the person best fitted for the office.<sup>5</sup> The successful candidate holds office for six years and is remunerated in a sum fixed by the county board.

The powers and duties of the superintendent of highways come under the rules and regulations of the department of public works and buildings. However, the superintendent is subject, upon hearing, to removal by the

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1. L.1849, p. 65; L.1847, p. 111-13; L.1849, p. 65; L.1851, p. 149.
  2. L.1849, p. 212.
  3. The Constitution of 1870 had provided that in counties not under township organization, the governing board should be composed of three commissioners who should possess those powers delegated to them by law. Subsequent legislation vested supervision of highways, roads, and bridges in the board and intrusted the maintenance and superintendence of these public facilities to three highway commissioners elected in each road district for a term of three years. Jackson County had this form of government for three years between 1875 and 1878, and again for two years from 1883 to 1885 (Constitution of 1870, Art. X, sec. 6; L.1871-72, p. 679,680; L.1873-74, p. 79).
  4. L.1913, p. 524.
  5. L.1921, p. 781; L.1933, p. 960. Between the years 1913 and 1921 the list of prospective candidates was required to be submitted to the State Highway Commission (L.1913, p. 524).



county board and is required to perform such duties as may be prescribed by the chief highway engineer of the state.<sup>1</sup> The superintendent exercises supervision over township, county, and state-aid roads, and bridges and culverts in his county.

His principal duties are as follows:

1. To prepare plans, specifications, and estimates for all bridges to be built by the county.
2. To supervise the construction and maintenance of county roads and bridges, and state-aid roads.
3. To inspect the highways and bridges in each town or district of his county at least once a year.
4. To advise and direct the highway commissioners in each town or district as to the best methods of repair, maintenance, and improvement of highways and bridges.
5. To approve any purchase in excess of \$200 for materials, machinery, or apparatus to be used in road construction in any town or district.<sup>2</sup>

He is required to keep the following records:

1. Records of contracts, purchases, and expenditures authorized by himself, the county board, or township commissions.
2. Maps, plats, blueprints, specifications, etc., arising in his supervision of roads and bridges, or the planning of new construction.
3. Accounts of the funds handled by his office.
4. Reports from other officers or bodies touching upon the affairs of his office; copies of his own reports on the administration of his office; related papers.<sup>3</sup>

For other highway records, see entries 15, 29, 32, 33, 35, 58, 342, 343.

#### Construction and Maintenance

364. (MOTOR FUEL FILED - BY SECTIONS), 1932--. 3 f.b.

Files for construction and maintenance of roads, including lists of material required, requests for and approval of road changes, itemized statements of warrants issued, and detailed financial statements. Arr. chron. No index. Typed and hdw. 11 x 15 x 24. Off. of supt. of hwys., 1st fl.

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1. L.1921, p. 781; L.1933, p. 960.
  2. L.1913, p. 523-26.
  3. Ibid., p. 525,526.



365. TIME CARDS (Claims Made), 1933--. 7 f.b.

Daily time reports showing distribution of labor and material, date, hours of work, rate of pay, and total costs. Arr. chron. No index. Hdw. and typed on pr. fm. 5 x 6 x 15. 2 f.b., 1933-35, drafting rm. of supt. of hwys., 1st fl.; 5 f.b., 1936--, off. of supt. of hwys., 1st fl.

366. PURCHASE ORDERS, 1934--. 1 f.b. Prior records destroyed.

Duplicate highway purchase orders showing name of purchaser, from whom purchased, article, quantity, unit price, date and amount of order, and fund drawn upon. Arr. chron. No index. Hdw. and typed on pr. fm. 11 x 5 x 15. Drafting rm. of supt. of hwys., 1st fl.

367. INVOICES, 1934--. 1 f.b. Prior records cannot be located.

Invoices showing date, number, and purpose of invoice, to whom payable, and signature of superintendent of highways. Arr. chron. No index. Typed on pr. fm. 11 x 5 x 15. Off. of supt. of hwys., 1st fl.

368. RECORD OF CONTRACTS, 1921--. 1 v.

Record of contracts for improvements of public highways, including bids, registrations, and orders to let contract, showing name of contractor and improvement, material specifications, and date and amount of contract. Arr. chron. Indexed alph. by name of twp. Hdw. on pr. fm. 600 p. 18 x 13 x 3. Off. of supt. of hwys., 1st fl.

For prior similar records, see entry 1.

369. (COST LEDGER), 1932--. 1 v. Prior records cannot be located.

Ledger of expenses for day labor construction and maintenance of roads, showing date, number, amount, and purpose of claim, fund drawn upon, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 300 p. 13 x 15 x 3. Off. of supt. of hwys., 1st fl.

370. (CASH BOOK), 1933--. 1 v. Prior records cannot be located.

Register of receipts, disbursements, and warrants, showing date, amount, and purpose of receipt or disbursement, date and number of warrant, name of payer or recipient, total receipts and expenditures, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 18 x 18 x 2. Off. of supt. of hwys., 1st fl.

371. ACCOUNTS RECEIVED AND INVOICE REGISTER, 1934--. 1 v. Prior records cannot be located.

Register of accounts received, showing date, number, and amount of invoice, dates of collection and deposit, and name of recipient. Arr. chron. No index. Hdw. under pr. hdgs. 100 p. 13 x 18 x 1. Off. of supt. of hwys., 1st fl.

372. (BUDGET ACCOUNT), 1936--. 1 v. No prior records.

Journal of budgets and appropriations, for road and bridge construction and maintenance, purchase of machinery, and accounts payable, showing date and amount of claim, name of claimant, to whom paid, and date and amount of appropriation, fund credited and debited, number, date, and value of outstanding warrants, encumbered balance, and actual balance available. Arr. chron. No index. Hdw. under pr. hdgs. 200 p. 12 x 15 x 2. Off. of supt. of hwys., 1st fl.



Allotments and Claims

373. MOTOR FUEL TAX CLAIMS, 1932--. 4 f.b. Prior records cannot be located.

Motor fuel tax claims showing date, number, amount, and purpose of claim and warrant, name of recipient, and fund drawn upon. Arr. chron. No index. Typed on pr. fm. 11 x 5 x 15. 2 f.b., 1932-35, drafting rm. of supt. of hwys., 1st fl.; 2 f.b., 1936--, off. of supt. of hwys., 1st fl.

374. COUNTY HIGHWAY CLAIMS, 1932--. 6 f.b. Prior records cannot be located.

Highway claims showing warrant and claim number, amount, and purpose of claim, name of claimant, and fund drawn upon. Arr. chron. No index. Hdw. and typed on pr. fm. 11 x 5 x 15. 2 f.b., 1932-35, drafting rm. of supt. of hwys., 1st fl.; 4 f.b., 1936--, off. of supt. of hwys., 1st fl.

375. CLAIMS PAID - CLOSED, 1932--. 1 f.b. Prior records cannot be located.

Duplicate claims paid showing names of recipient and payer, date, amount, number, and purpose of claim, date of payment, and fund drawn upon. Arr. by claim no. No index. Hdw. and typed on pr. fm. 11 x 5 x 15. Off. of supt. of hwys., 1st fl.

376. CLAIM RECORD (County Highways), 1932--. 1 v.

Record of claims and distributions of highway funds, showing date, number, amount, and purpose of claim, fund drawn upon, name of claimant, and date, number, and amount of warrant. Arr. chron. Indexed alph. by name of claimant. Hdw. under pr. hdgs. 600 p. 13 x 18 x 4. Off. of supt. of hwys., 1st fl.

377. MISCELLANEOUS RECORD (Motor Fuel Claim Register), 1932--. 1 v. Prior records cannot be located.

Register of motor fuel tax claims and distribution of funds, showing date and number of claim, name and address of claimant, article or service, totals, and date and number of warrant. Arr. chron. No index. Hdw. under pr. hdgs. 400 p. 12 x 16 x 2. Off. of supt. of hwys., 1st fl.

378. ALLOTMENT RECORD, 1933--. 1 v. Prior records cannot be located.

Record of motor fuel tax allotments including engineering account, showing date, amount requested by county board, claim and receipt numbers, account of distribution of money allotted, total amount of receipts and disbursements, and balance available. Arr. chron. No index. Hdw. under pr. hdgs. 200 p. 12 x 15 x 2. Off. of supt. of hwys., 1st fl.

Warrants

(See also entries 11, 12, 15)

379. COUNTY HIGHWAY WARRANTS, 1932--. 1 v. Prior records cannot be located.

Stubs of county highway warrants, showing date, number, amount, and purpose of warrant, claim number, name of recipient, and fund drawn upon. Arr. chron. No index. Hdw. on pr. fm. 400 p. 18 x 4 x 2. Off. of supt. of hwys., 1st fl.



380. MOTOR FUEL WARRANTS, 1932--. 4 v.  
Stubs of motor fuel warrants, showing date and number of claim, number, purpose, amount, and date of warrant, and name of fund drawn upon. Arr. chron. No index. Hdw. on pr. fm. 400 p. 18 x 4 x 2. Off. of supt. of hwys., 1st fl.

#### Reports

381. COUNTY TREASURER'S REPORT ON HIGHWAYS FUND, 1932--. 1 f.b.  
Prior records cannot be located.  
Report of county treasurer to county superintendent of highways on condition of highway funds, showing date, number, amount, and purpose of warrant, date of cancellation, and total expenditures. Arr. chron. No index. Typed. 11 x 15 x 18. Off. of supt. of hwys., 1st fl.

382. REPORT OF ROAD AND BRIDGE COMMITTEES, 1913--. 6 v. Title varies: Reports of Road and Bridge Committee on County Highways. Record of road and bridge committee reports, including claims presented for labor and repair on county highways, showing name of claimant, date, number, amount, and purpose of claims, amount allowed, and date of cancellation. Arr. chron. No index. Hdw. on pr. fm. 100 p. 16 x 12 x 1. 2 v., 1913-28, co. clk.'s east vlt., bsmt.; 2 v., 1929-34, co. clk.'s vlt., 1st fl.; 2 v., 1935--, off. of supt. of hwys., 1st fl.  
For prior records, see entry 2.

#### Surveys

(See also entries 151, 162, 163, 166, 168, 169)

383. FIELD BOOKS, 1932--. 25 v. Prior records cannot be located. Surveyor's field notes showing legal description of lands, route and section numbers of roads surveyed, sketches and plats, name of surveyor, and date of survey. Arr. chron. No index. Hdw. 100 p. 8 x 8 x 1. Off. of supt. of hwys., 1st fl.

384. HIGHWAYS OF JACKSON COUNTY, no dates. 225 maps.  
Maps showing changes of highways, new highways, amount of land purchased, excavations, gutters, type and length of road, telephone and telegraph lines, and road right of way. Artist, George H. Anderson. Published in Herrin, Illinois. Blueprint. 1 in. to 10 ft. - 1 in. to 1 mi. 24 x 36. Private off., supt. of hwys., 1st fl.

385. JACKSON COUNTY, 1937. 1 map.  
Map of Jackson County, showing county line, surveyed township line, political township line, and township, and roads built from state-aid fund, and state bond issue. Artist, Roy S. Huffman. Published in Murphysboro, Illinois. Hand-drawn.  $\frac{1}{2}$  in. to 1 mi. 18 x 24. Private off., supt. of hwys., 1st fl.



386. CARBONDALE WATER WORKS, no date. 1 map.  
Map of land owned by Carbondale water works, showing outline and elevations of adjoining overflow lands. Artist, B. S. Huffman. Published in Carbondale, Illinois. Hand-drawn. 1 in. to 300 ft. 20 x 20. Drafting rm. of supt. of hwy., 1st fl.

Correspondence

387. CORRESPONDENCE ON MOTOR FUEL AND STATE AID, 1932--. 1 f.b.  
Miscellaneous correspondence regarding repairs and construction of roads to be paid out of motor-fuel-tax and state-aid funds. Arr. by sec. no. No index. Hdw. and typed, 11 x 15 x 18. Off. of supt. of hwy., 1st fl.

XVI, SURVEYOR

The office of county surveyor was first established in Illinois in 1821, the incumbent having been an appointee of the General Assembly.<sup>1</sup> In vacation, nominations were made by the county commissioners' court to the Governor.<sup>2</sup> From 1835 to 1936, the county surveyor was an elected officer of the county electorate.<sup>3</sup> Since September 1936, he has been an appointee of the county board.<sup>4</sup> His appointment is for a four-year term. Thus, in Jackson County the surveyor was first an appointee of the General Assembly; second, for little over a century he was elected; and, finally, under recent legislation, he is an appointee of the county board. He takes and subscribes to an oath which is filed in the county clerk's office.

The surveyor is required by law to make all surveys within the bounds of his county that he may be called upon to make by the county board or interested persons. Such surveys include surveys of lands of persons requesting the same, of additions or subdivisions, and marking of county lines. Few changes have been made in the original statutory requirements for the duties of this office. The surveyor may appoint one or more deputies. Any individual requesting a survey must employ his own chainmen subject to the approval of the surveyor.

The surveyor is required by law to keep a well-bound book in which to record all surveys made by him, giving such information as the names

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1. L.1821, p. 62; R.L.1829, p. 172; R.L.1833, p. 591.

2. Ibid.

3. L.1835, p. 166; L.1837, p. 558; R.S.1845, p. 523; R.S.1874, p. 456, 1050; L.1903, p. 349.

4. L.1933, p. 1104 (to be effective in 1936).



of the persons whose land is surveyed and descriptive data of the survey. This record is required to be kept by the surveyor in the recorder's office. The surveyor also preserves his field notes and retains copies of plats.<sup>1</sup>

The surveyor's record is kept by the recorder, see entry 151; for other survey records, see entries 162-169, 383-386.

## XVII. DRAINAGE COMMISSIONERS

For the purpose of aiding in public welfare and health, the constitution has delegated to the General Assembly broad power to provide laws in regard to drainage.<sup>2</sup> By statutory provision these activities are exercised by drainage commissioners in districts of Jackson County. The corporate authorities of the drainage districts have power to acquire rights of way, issue bonds, construct and maintain drains, ditches, and levees for agricultural, sanitary or mining purposes, and assess the benefited property.<sup>3</sup>

Drainage districts have been organized by land owners upon petition to the Jackson county court. When the court found in favor of the petitioners, it entered an order to that effect and appointed three commissioners to examine and survey the proposed lands. When the commissioners completed their assignment they made a final report to the court with recommendations and the copies of surveys, maps, plats, and estimates.<sup>4</sup> The districts are of three kinds; regular, which is composed of property lying in a single town; union, where the lands organized lie in two towns; special, with three or more towns involved.<sup>5</sup> Jackson County has five drainage districts: four union and one special.

After the report on a proposed district had been made, the court completed the organization of the district.<sup>6</sup> The corporate powers of regular

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1. L.1821, p. 63,64; R.L.1829, p. 173; R.L.1833, p. 591-93,599,600; L.1845, p. 201; R.S.1845, p. 524; R.S.1874, p. 1050; L.1885, p. 248; L.1916, p. 575; L.1933, p. 1104; R.L.1935, p. 2416.
  2. Constitution of 1870, Art. IV, sec. 31.
  3. First amendment to the constitution, ratified November 29, 1878, incorporated in the Constitution of 1870, Art. IV, sec. 31; L.1879, p. 120,124-28.
  4. L.1871-72, p. 356; R.S.1874, p. 429; L.1875, p. 76; L.1879, p. 120, 155; L.1885, p. 77,93,95,108; L.1907, p. 274; L.1913, p. 260.
  5. L.1879, p. 123; L.1835, p. 93,94,113. River districts, though not in this category, may be organized similarly and with like powers. L.1885, p. 106.
  6. See note 4.



and union districts are vested in three commissioners appointed by town clerks. The corporate authority in special drainage districts is vested in three elected commissioners of the district.<sup>1</sup> In regular districts the commissioners appoint one of their number to act as secretary. The town clerk in union districts acts as the clerk of the district. The county clerk and county treasurer in cases of special drainage districts are, respectively, ex-officio clerk<sup>2</sup> and treasurer<sup>3</sup> of each district.

The following records belong to the drainage commissioners:

1. Records of bonds issued.
2. Assessment books.
3. Petitions of owners of land to stay assessments, orders of commissioners thereupon, and other proceedings.
4. State auditor's certificates of interest due on bonds.
5. Tax lists showing pro-rata share of levy for bond interest (union and special districts only).
6. Copies of reports to county court on conditions of district and estimated expenditures; and to county treasurer on delinquent lands; maps and plats, surveys and estimates; office transaction.<sup>4</sup>

The first two records are required to be kept in separate books, the next three generally are known as the "Drainage Record," and the remaining records are kept desultorily.

For other drainage records, see entry 10.

388. BOONES POND DRAINAGE FILES, 1885--. 1 f.b. Last entry 1922.

Prior records cannot be located.

Files of Boones Pond drainage papers, including contracts, bonds, appointments, oaths and reports of commissioners, right-of-way releases and agreements, tax schedules, assessment roll, court orders, estimates, bids, and plans. Arr. chron. No index, Hdw., hdw. on pr. fm., and blueprints. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

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1. L.1879, p. 123; L.1885, p. 93,95,113.
  2. L.1885, p. 95; L.1915, p. 390; L.1919, p. 468.
  3. L.1885, p. 78,104.
  4. L.1879, p. 120-34; L.1885, p. 78-104.



389. DRAINAGE RECORD - BOONES POND, 1885--. 1 v. Last entry 1922.

Prior records cannot be located.

Record of organizations and proceedings of Boones Pond drainage district commission, showing right-of-way releases and agreements, commissioners' oaths of office and reports, description of drainage district, tax schedules of district, amount of assessment and benefit, court orders, names of land owners, contracts, bids, estimates, and register of orders. Arr. chron. Indexed alph. by name of major topic. Hdw. 400 p. 18 x 19 x 2. Co. clk.'s vlt., 1st fl.

390. JONES POND DRAINAGE FILES, 1898--. 1 f.b. Prior records cannot be located.

Files of Jones Pond drainage district, including contracts, oaths, reports, bonds, and appointments of commissioners, releases, and agreements on right of way, tax schedules, court orders, assessment rolls, and plans. Arr. chron. No index. Hdw., hdw. on pr. fm., and blueprint. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

391. DRAINAGE RECORD (Jones Pond), 1898--. 1 v. Prior records cannot be located.

Record of organization and proceedings of Jones Pond drainage district, showing petitions, right-of-way releases and agreements, reports, bonds, and appointments of commissioners, receipts and disbursements, commissioners' oath of office, legal description of drainage district, tax schedules of districts, amount of benefit assessed, court orders, contracts, bids, estimates, names of owners, and list of orders. Arr. chron. Indexed alph. by topic. Hdw. 400 p. 18 x 19 x 2. Co. clk.'s vlt., 1st fl.

392. BIG LAKE DRAINAGE FILES, 1891--. 24 f.b. Prior records cannot be located.

Files of Big Lake drainage district, including contracts, bonds, and appointments of commissioners, releases and agreements on right of way, oaths and reports of commissioners, tax schedules, assessment roll, plats, affidavits, profiles, annual and engineers' reports, bids, tax levies, estimates, and contractors' bonds. No arr. No index. Hdw. and hdw. on pr. fm.  $4\frac{1}{2}$  x  $4\frac{1}{2}$  x  $9\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.

393. BIG LAKE DRAINAGE DISTRICT, 1921. 6 maps.

Maps of Big Lake drainage district, showing routes, dimensions, drainage inlets, cross sections, and ditches. Artist, Thomas G. Dunn. Published in Murphysboro, Illinois. Blueprint. 1 in. to 200 ft. - 1 in. to 400 ft. 15 x 15. Co. clk.'s vlt., 1st fl.

394. DRAINAGE RECORD - BIG LAKE, 1891--. 3 v. (1 not numbered, 2, 3). Prior records cannot be located.

Record of proceedings of Big Lake drainage district, showing names of land owners, exhibits, legal description of property, amount of assessment, agreements, commissioners' oath of office and reports, tax schedules, and court orders. Also contains Register of Orders of Big Lake Drainage, 1891-94, 1897--, entry 10. Arr. chron. Indexed alph. by name of major topics. Hdw. 400 p. 18 x 19 x 2. Co. clk.'s vlt., 1st fl.



395. GRAND TOWER DRAINAGE FILES, 1908--. 1 f.b. Prior records cannot be located.

Files of Grand Tower drainage district, including bonds and appointments of commissioners, right-of-way releases and agreements, oaths and reports of commissioners, tax schedules, assessment rolls, court orders, plats of district, bids, estimates, and contracts. Arr. chron. No index. Hdw., hdw. on pr. fm., and blueprint. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

396. DRAINAGE RECORD - GRAND TOWER, 1908--. 2 v. (1 not numbered, 2). Prior records cannot be located.

Record of organization and proceedings of Grand Tower drainage district, showing right-of-way releases and agreements, commissioners' oaths of office and reports, legal description of property, tax schedules, amount of benefits and assessment, court orders, names of owners, contracts, bids, estimates, and register of orders. Arr. chron. Indexed alph. by major topics. Hdw. 400 p. 18 x 19 x 2. Co. clk.'s vlt., 1st fl.

397. DEGOGNIA AND FOUNTAIN BLUFF LEVEE AND DRAINAGE DISTRICT FILES, 1909--. 3 f.b. Prior records cannot be located.

Files of Degognia and Fountain Bluff levee and drainage district including contracts, right-of-way releases and agreements, bonds, appointments, oaths, and reports of commissioners, tax schedules, assessment rolls, court orders, estimates, bids, and plans. Arr. chron. No index. Hdw., hdw. on pr. fm., and blueprint. 11 x 5 x 18. Co. clk.'s vlt., 1st fl.

398. DEGOGNIA AND FOUNTAIN BLUFF LEVEE AND DRAINAGE DISTRICT (Record), 1909--. 4 v. (1 not numbered, 2-4). Prior records cannot be located.

Record of organization and proceedings of Degognia and Fountain Bluff levee and drainage district, showing petitions, right-of-way releases and agreements, bonds, appointments, oaths, and reports of commissioners, receipts, itemized accounts, disbursements, legal description of drainage district, tax schedules of amount of benefit assessed, court orders, bids, estimates, contracts, assessment roll, name of owner, and register of orders. Arr. chron. Indexed alph. by major topic. Hdw. 400 p. 18 x 19 x 2. Co. clk.'s vlt., 1st fl.

399. SWAMP LAND RECORD, 1852-58. 1 v. Discontinued.

Record of disposal of swamp lands, showing name of drainage commissioner and date of appointment, legal description of lands, parcels sold, and amount of sale. Arr. chron. No index. Hdw. 500 p. 18 x 13 x 2 $\frac{1}{2}$ . Co. clk.'s vlt., 1st fl.



XVIII. DEPARTMENT OF PUBLIC WELFARE

Matters relating to public assistance and welfare in the county are handled by the department of public welfare, which was established in 1937 as successor to the county commission of public welfare, and its executive appointee the county superintendent of public welfare.<sup>1</sup> This department consists of the superintendent of public welfare and a staff selected by him in accordance with, and subject to, the approval of the state department of public welfare.

The county board submits to the state department a list of five residents as candidates for the office of superintendent. An eligible list of these candidates is prepared by the state department by competitive examination and certified to the county board. The board in turn makes an order appointing one of the eligibles as superintendent of public welfare.<sup>2</sup>

The superintendent is charged with all the executive and administrative duties and responsibilities of the department of public welfare. He is subject to the rules and regulations of, and removal by the state agency.<sup>3</sup>

This officer has power and it is his duty:

1. To have charge and develop plans for the administration of old age assistance.
2. To investigate and study problems of assistance, correction, and general welfare within his county.
3. To cooperate with the state department of public welfare in the operation of welfare plans and policies in his county.
4. To maintain such records in the manner prescribed by the state department and file with that agency all required reports.
5. To serve as agent and executive officer of the state department of public welfare in the administration of all forms of public assistance administered by that department.<sup>4</sup>

All the records of the county department are subject to the inspection and supervision of the agents of this central authority.

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1. L.1935-36, First Sp. Sess., p. 70-73; L.1937, p. 451.  
2. L.1937, p. 451,452.  
3. Ibid., p. 452.  
4. L.1935-36, First Sp. Sess., p. 72; L.1937, p. 452.



The department of public welfare also serves as the county department for the administration of old age assistance and is subject to the rules and regulations of the state department.<sup>1</sup> Upon receipt of an application the department makes an investigation of the case. In the course of the investigation the department is allowed to hold hearings and compel the attendance of witnesses and the production of papers and books.<sup>2</sup>

The county department for old age assistance keeps such records and accounts as are prescribed by the state department. All applications and records in these matters are considered public records.<sup>3</sup>

All of the records of this office are kept in the old age assistance office on the second floor of the county court building.

400. ACTIVE CASES, 1936--. 5 f.b.

Old age assistance case records including applications, affidavits of identity, proof of age and residence, investigator's report, and authorization for payments. Arr. by case no. No index. Typed on pr. fm. 12 x 15 x 28.

401. APPLICATIONS, 1936--. 1 f.b.

Applications for old age assistance, showing name of applicant, personal and statistical particulars, date of application, and notarial acknowledgment. Arr. alph. by name of twp. No index. Hdw. on pr. fm. 12 x 15 x 28.

402. DECEASED, 1936--. 1 f.b.

Burial record of deceased pensioners, showing names of deceased, undertaker, and cemetery, date, place, type, and estimated cost of burial, and by whom paid. Arr. alph. by name of twp. No index. Hdw. on pr. fm. 12 x 15 x 28.

403. PENDING APPLICATIONS AND RE-INVESTIGATIONS, 1936--. 1 f.b.

Applications for old age assistance pending or to be re-investigated, showing date of application, name, address, personal, financial, and occupational particulars of applicant, and reason for re-investigation. Arr. alph. by name of twp. No index. Typed on pr. fm. 12 x 15 x 28.

404. REJECTIONS, WITHDRAWALS AND CANCELLATIONS, 1936--. 2 f.b.

Rejected, withdrawn, or cancelled applications for old age assistance, showing name, address, personal and occupational statistics of applicant, date of application, investigator's report, and reason for rejection, withdrawal, or cancellation. Arr. alph. by name of twp. No index. Hdw. on pr. fm. 12 x 15 x 28.

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1. L.1935, p. 259,260; L.1935-36, First Sp. Sess., p. 54,55; L.1937, p. 265.  
2. L.1935-36, First Sp. Sess., p. 57-9; L.1937, p. 267,268.  
3. L.1937, p. 268,269.



### XIX. COUNTY HOME

One phase of public assistance is administered by the county home. All county poorhouses, poor farms, and institutions for the support and care of indigents in Illinois are known as county homes.<sup>1</sup> County poorhouses and farms have existed in this state under statutory provisions for nearly a century. The legislation creating these county establishments for the indigent has changed little since the original enactments. The county boards of the various counties may establish a county home, and are granted the following powers:

1. To acquire by purchase, grant, gift, or devise, a suitable tract or tracts upon which to erect and maintain a county poorhouse and other necessary buildings, and for the establishment and maintenance of a farm for the employment of the poor.
2. To receive gifts and bequests to aid in the erection and maintenance of the poorhouse, or in the care of the indigents.
3. To make rules or regulations for the same.
4. To appoint a keeper of the poorhouse and all necessary agents and servants for the management and control of the poorhouse and farm, and to prescribe their compensation and duties.
5. To appoint a county physician and prescribe his compensation and duties.
6. To appoint an agent to have the general supervision and charge of all matters in relation to the care and support of the poor, and to prescribe his compensation and duties.
7. To make the necessary appropriations for the erection and maintenance of the county home.<sup>2</sup>

Records of the county home are prepared and kept by the keeper (superintendent) of the home. He is required to keep an account showing the name of each person admitted to the county poorhouse; the time of his admission and discharge; the place of his birth; and the cause of his dependency. He is also required, at the same time each year, to file with the

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1. L.1919, p. 699; L.1935, p. 1058.

2. L.1839, p. 139; R.S.1845, p. 404,405; L.1861, p. 180; R.S.1874, p. 757; L.1917, p. 638; L.1919, p. 698; L.1935, p. 1057,1058.



county clerk of his county a copy of this record, together with a statement showing the average number of persons kept in the poorhouse each month during the year.<sup>1</sup>

For other records pertaining to county home, see entry 2.

405. ALMSHOUSE REGISTER, 1910--. 1 v. (3). Prior records cannot be located.

Register of inmates of county home, showing name and age of inmate, financial and personal particulars, dates of admission and discharge, and remarks. Arr. chron. No index. Hdw. under pr. hdgs. 600 p. 17 x 17 x 3. Supt.'s off., county home, Carbondale, Illinois.

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1. R.S.1874, p. 758.



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INVENTORY OF THE COUNTY ARCHIVES OF ILLI

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