

Bill No. 8773-15

No. 13-15-OR

AN ORDINANCE

Ordinance of the County of Allegheny authorizing the transfer of custody of certain County records to the Historical Society of Western Pennsylvania to allow for their maintenance and preservation at no cost to the County under preservation guidelines established by the Society of American Archivists and for public access to these records at the Senator John Heinz History Center

WHEREAS, the County has volumes of records pertaining to the official conduct and operations of County government; and

WHEREAS, these County records have physically deteriorated over many years due to lack of proper accommodations needed to maintain and preserve them; and

WHEREAS, the Historical Society of Western Pennsylvania a Pennsylvania non-profit corporation, doing business as the Senator John Heinz History Center, hereinafter the "HHC," operates as an educational institution and museum that engages and inspires a large and diverse audience with links to the past, understanding in the present and guidance in the future by preserving regional history through the conservation and maintenance of archives and artifact collections; and

WHEREAS, the HHC is willing to serve as a custodian of certain records of the County in order to maintain and preserve these records at no cost to the County under preservation guidelines established by the Society of American Archivists and to provide public access to these records at the HHC; and

WHEREAS, Article IV, Section 2, Subsection k of the County's Home Rule Charter requires that the Allegheny County Council approve an ordinance authorizing the use of County personal property; and

WHEREAS, Allegheny County Council is of the considered opinion that the transfer of custody to certain County records to the HHC in order to allow for their maintenance and preservation at no cost to the County under preservation guidelines established by the Society of American Archivists and for public access to these records at the HHC is in the best interest of the County.

The Council of the County of Allegheny hereby enacts as follows:

Section 1. Incorporation of the Preamble.

The provisions set forth in the preamble to this Ordinance are incorporated by reference

in their entirety herein.

Section 2. “County Records” Defined.

For purposes of this Ordinance, the term “County Records” shall include:

A. Historical records involving 160 document books of the official minutes of the County Commissioners from January 23, 1868 to December 27, 1999 as listed on the document incorporated by reference in its entirety herein and attached hereto as Appendix 1.

B. Historical document books of the Allegheny County Institution District from 1940 to 1977 as listed on the document incorporated by reference in its entirety herein and attached hereto as Appendix 2.

Section 3. Authorization of the Transfer of Custody of the County Records to the HCC.

A. Acting pursuant to Article IV, Section 2, Subsection k of the County’s Home Rule Charter, Allegheny County Council hereby authorizes the transfer of custody of the County Records to the HHC in order to allow the HHC to maintain and preserve the County Records at no cost to the County under preservation guidelines established by the Society of American Archivists and to provide public access to the County records at the HHC.

B. The transfer of custody of the County Records to the HHC shall be made under such terms and conditions as the County Manager and such other appropriate County officers and officials deem necessary and prudent in order to carry out the purposes of this Ordinance.

C. Nothing in this Ordinance shall be construed or interpreted in any way as granting HHC any ownership interest whatsoever in the County Records. Ownership of the County Records shall remain at all times with the County.

Section 4. Severability.

If any provision of this Ordinance shall be determined to be unlawful, invalid, void or unenforceable, then that provision shall be considered severable from the remaining provisions of this Ordinance which shall be in full force and effect.

Section 5. Repealer.

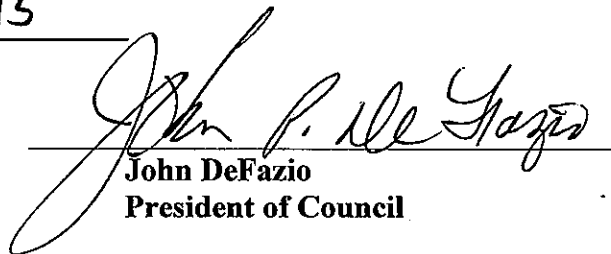
Any Resolution or Ordinance or part thereof conflicting with the provisions of this Ordinance is hereby repealed so far as the same affects this Ordinance.

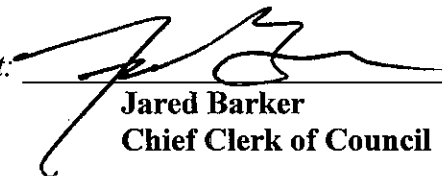
Section 6. Effective Date.

This Ordinance shall enter into effect immediately.

Enacted in Council, this 21st day of April, 2015

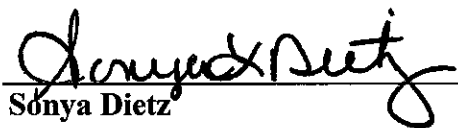
Council Agenda No. 8773-15


John DeFazio
President of Council

Attest: 
Jared Barker
Chief Clerk of Council

Chief Executive Office April 23, 2015

Approved: 
Rich Fitzgerald
Chief Executive

Attest: 
Sonya Dietz
Executive's Secretary

Summary

The County has volumes of records pertaining to the official conduct and operations of County government that have physically deteriorated over many years due to lack of proper accommodations needed to maintain and preserve them. The Historical Society of Western Pennsylvania, a Pennsylvania non-profit corporation, doing business as the Senator John Heinz History Center, is willing to serve as a custodian of the "County Records" and to maintain and preserve these records at the Heinz History Center under preservation guidelines established by the Society of American Archivists at no cost to the County and provide public access to these records at the Heinz History Center. The "County Records" are: (1) Historical records involving 160 document books of the official minutes of the County Commissioners from January 23, 1868 to December 27, 1999; and (2) Historical document books of the Allegheny County Institution District from 1940 to 1977.

Because Article IV, Section 2, Subsection k of the County's Home Rule Charter requires that the Allegheny County Council approve an ordinance authorizing the use of County personal property, an ordinance is required to authorize the transfer of custody of the County Records to the Heinz History Center. The proposed Ordinance authorizes the transfer of custody of the County Record to the Heinz History Center under such terms and conditions as the County Manager and such other appropriate County officers and officials deem necessary and prudent. Further, the Ordinance provides that ownership of the County Records shall remain at all times with the County.

APPENDIX 1

Volume	Part	Start	End
1		Jan. 23, 1868	Aug. 6, 1886
2		Sept. 7, 1886	Dec. 31, 1897
3		Jan. 1, 1898	July 1, 1904
4		Aug. 2, 1904	June 3, 1910
5		June 10, 1910	Dec. 31, 1914
6		Jan. 5, 1915	Dec. 10, 1918
7		Dec. 13, 1918	Oct. 14, 1920
8		Oct. 15, 1920	March 2, 1923
9		March 2, 1922	Sept. 11, 1923
10		Sept. 12, 1923	Dec. 31, 1925
11		Dec. 31, 1925	Dec. 31, 1928
12		Jan. 1, 1929	Dec. 31, 1931
13		Jan. 4, 1932	Dec. 31, 1932
14		Jan. 5, 1933	Dec. 29, 1933
15		Jan. 2, 1934	Dec. 31, 1934
16		Jan. 2, 1935	Jan. 4, 1936
17		Jan. 6, 1936	Dec. 29, 1936
18		Jan. 7, 1937	Dec. 30, 1937
19		Jan. 5, 1938	Dec. 31, 1938
20		Jan. 5, 1939	Dec. 28, 1939
21		Jan. 1, 1940	Dec. 31, 1940
22		Jan. 7, 1941	Dec. 30, 1941
23		Jan. 3, 1942	Dec. 29, 1942
24		Jan. 7, 1943	Dec. 29, 1943
25		Jan. 3, 1944	Dec. 26, 1944
26		Jan. 2, 1945	Dec. 27, 1945
27		Jan. 1, 1946	Dec. 26, 1948
28		Jan. 2, 1947	Dec. 30, 1947
29		Jan. 5, 1948	Dec. 28, 1948
30		Jan. 4, 1949	Dec. 27, 1949
31		Jan. 3, 1950	Dec. 28, 1950
32		Jan. 4, 1951	Dec. 27, 1951
33		Jan. 3, 1952	Dec. 30, 1952
34		Jan. 6, 1953	Dec. 29, 1953
35		Jan. 5, 1954	Dec. 28, 1954
36		Jan. 4, 1955	Dec. 20, 1955
37		Jan. 2, 1956	Dec. 27, 1956
38		Jan. 3, 1957	Dec. 27, 1957
39		Jan. 7, 1958	Dec. 30, 1958
40		Jan. 8, 1959	Dec. 29, 1959
41		Jan. 1, 1960	Dec. 27, 1960
42		Jan. 1, 1961	Dec. 26, 1961
43		Jan. 2, 1962	Dec. 27, 1962
44		Jan. 3, 1963	Dec. 31, 1963
45		Jan. 6, 1964	Dec. 29, 1964

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Volume	Part	Start	End
46		Jan. 5, 1965	Dec. 28, 1965
47		Jan. 4, 1966	Dec. 27, 1966
48	1	Jan. 1, 1967	June 30, 1967
48	2	July 1, 1967	Dec. 31, 1967
49	1	Jan. 1, 1968	June 30, 1968
49	2	July 1, 1968	Dec. 31, 1968
50	1	Jan. 1, 1969	June 30, 1969
50	2	July 1, 1969	Dec. 31, 1969
51	1	Jan. 1, 1970	June 30, 1970
51	2	July 1, 1970	Dec. 31, 1970
52	1	Jan. 1, 1971	June 30, 1971
52	2	July 1, 1971	Dec. 31, 1971
53	1	Jan. 1, 1972	June 30, 1972
53	2	July 1, 1972	Dec. 31, 1972
54	1	Jan. 1, 1973	June 30, 1973
54	2	July 1, 1973	Dec. 31, 1973
55	1	Jan. 1, 1974	June 30, 1974
55	2	July 1, 1974	Dec. 31, 1974
56	1	Jan. 1, 1975	June 30, 1975
56	2	July 1, 1975	Dec. 31, 1975
57	1	Jan. 1, 1976	June 30, 1976
57	2	July 1, 1976	Dec. 31, 1976
58	1	Jan. 1, 1977	June 30, 1977
58	2	July 1, 1977	Dec. 31, 1977
59	1	Jan. 1, 1978	June 30, 1978
59	2	July 1, 1978	Dec. 31, 1978
59	Index	Jan. 1, 1978	Dec. 31, 1978
60	1	Jan. 1, 1979	June 30, 1979
60	2	July 1, 1979	Dec. 31, 1979
60	Index	Jan. 1, 1979	Dec. 31, 1979
61	1	Jan. 7, 1980	March 20, 1980
61	2	March 20, 1980	July 10, 1980
61	3	July 10, 1980	Oct. 16, 1980
61	4	Oct. 16, 1980	Dec. 19, 1980
62	1	Jan. 8, 1981	Feb. 19, 1981
62	2	Feb. 26, 1981	May 21, 1981
62	3	June 4, 1981	Sept. 17, 1981
62	4	Sept. 24, 1981	Dec. 17, 1981
63	1	Jan. 7, 1982	March 4, 1982
63	2	March 11, 1982	May 13, 1982
63	3	May 20, 1982	Sept. 23, 1982
63	4	Sept. 30, 1982	Dec. 23, 1982
64	1 & Index	Jan. 6, 1983	March 17, 1983
64	2	March 24, 1983	June 9, 1983
64	3	June 23, 1983	Sept. 29, 1983

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Volume	Part	Start	End
64	4	Oct. 14, 1983	Dec. 22, 1983
65	1 & Index	Jan. 2, 1984	March 12, 1984
65	2	March 15, 1984	June 7, 1984
65	3	June 21, 1984	Sept. 27, 1984
65	4	Oct. 4, 1984	Dec. 27, 1984
66	1	Jan. 10, 1985	Feb. 28, 1985
66	2	March 7, 1985	May 9, 1985
66	3	May 16, 1985	Aug. 1, 1985
66	4	Aug. 15, 1985	Oct. 17, 1985
66	5	Oct. 24, 1985	Dec. 31, 1985
67	1	Jan. 9, 1986	Feb. 13, 1986
67	2	Feb. 20, 1986	May 1, 1986
67	3	May 8, 1986	July 17, 1986
67	4	July 31, 1986	Oct. 9, 1986
67	5	Oct. 16, 1986	Dec. 18, 1986
68	1	Jan. 8, 1987	Feb. 19, 1987
68	2	Feb. 26, 1987	May 7, 1987
68	3	May 21, 1987	July 23, 1987
68	4	July 30, 1987	Oct. 8, 1987
68	5	Oct. 15, 1987	Dec. 17, 1987
69	1 & Index	Jan. 4, 1988	Feb. 25, 1988
69	2	March 4, 1988	May 5, 1988
69	3	May 12, 1988	July 14, 1988
69	4	July 28, 1988	Oct. 13, 1988
69	5	Oct. 20, 1988	Dec. 29, 1988
70	1	Jan. 5, 1989	March 2, 1989
70	2	March 9, 1989	May 11, 1989
70	3	May 25, 1989	July 27, 1989
70	4	Aug. 10, 1989	Oct. 19, 1989
70	5	Oct. 26, 1989	Dec. 28, 1989
71	1 & Index	Jan. 4, 1990	Feb. 22, 1990
71	2	March 1, 1990	May 3, 1990
71	3	May 10, 1990	July 12, 1990
71	4	July 26, 1990	Oct. 18, 1990
71	5	Oct. 25, 1990	Dec. 20, 1990
72	1 & Index	Jan. 10, 1991	Feb. 14, 1991
72	2	Feb. 21, 1991	April 4, 1991
72	3	April 11, 1991	June 6, 1991
72	4	June 20, 1991	Sept. 12, 1991
72	5	Sept. 19, 1991	Dec. 30, 1991
73	1 & Index	Jan. 9, 1992	March 12, 1992
73	2	March 19, 1992	May 21, 1992
73	3	June 4, 1992	July 30, 1992
73	4	Aug. 5, 1992	Oct. 15, 1992
73	5	Oct. 22, 1992	Dec. 22, 1992

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Volume	Part	Start	End
74	1 & Index	Jan. 4, 1993	Feb. 4, 1993
74	2	Feb. 11, 1993	April 15, 1993
74	3	April 22, 1993	July 8, 1993
74	4	July 29, 1993	Oct. 8, 1993
74	5	Oct. 14, 1993	Dec. 16, 1993
75	1 & Index	Jan. 6, 1994	April 7, 1994
75	2	April 14, 1994	July 14, 1994
75	3	July 28, 1994	Sept. 8, 1994
75	4	Sept. 22, 1994	Oct. 27, 1994
75	5	Nov. 3, 1994	Dec. 22, 1994
76	1 & Index	Jan. 5, 1995	March 9, 1995
76	2	March 16, 1995	May 25, 1995
76	3	June 8, 1995	Aug. 24, 1995
76	4	Sept. 7, 1995	Oct. 19, 1995
76	5	Oct. 26, 1995	Dec. 28, 1995
77	1 & Index	Jan. 1, 1996	Feb. 29, 1996
77	2	March 9, 1996	April 27, 1996
77	3	May 8, 1996	June 22, 1996
77	4	Aug. 22, 1996	Oct. 16, 1996
77	5	Oct. 31, 1996	Dec. 21, 1996
78	1 & Index	Jan. 8, 1997	March 6, 1997
78	2	March 13, 1997	April 24, 1997
78	3	May 8, 1997	July 23, 1997
78	4	Aug. 14, 1997	Oct. 9, 1997
78	5	Oct. 23, 1997	Dec. 18, 1997
79	1 & Index	Jan. 5, 1998	March 5, 1998
79	2	March 12, 1998	May 7, 1998
79	3	May 14, 1998	June 18, 1998
79	4	June 30, 1998	August 20, 1998
79	5	Sept. 2, 1998	Oct. 22, 1998
79	6	Nov. 5, 1998	Dec. 30, 1998
80	1 & Index	Jan. 4, 1999	Jan. 14, 1999
80	2	Jan. 20, 1999	March 26, 1999
80	3	April 8, 1999	June 10, 1999
80	4	June 17, 1999	Sept. 2, 1999
80	5	Sept. 9, 1999	Nov. 4, 1999
80	6	Nov. 18, 1999	Dec. 27, 1999

APPENDIX 2

Allegheny County Institution District: Minute Books

Volume	Year
1	1938
2	1939
3	1940
4	1941
5	1942
6	1943
7	1944
8	1945
9	1946
10	1947
11	1948
12	1949
23	1950
14	1951
15	1952
16	1953
17	1954
18	1955
19	1956
20	1957
21	1958
22	1959
23	1960
24	1961
25	1962
26	1963
27	1964
28	1965
29	1966
30	1967
31	1968
32	1969
33	1970
34	1971
35	1972
36	1973
37	1974
38	1975
39	1976
40	1977

MEMORANDUM
OFFICE OF THE COUNTY MANAGER

TO: Jared E. Barker
Allegheny County Council

FROM: William D. McKain CPA
County Manager

DATE: January 29, 2015

RE: Proposed Ordinance

Attached is an Ordinance authorizing the transfer of custody of certain County records to the Historical Society of Western Pennsylvania to allow for their maintenance and preservation at no cost to the County under preservation guidelines established by the Society of American Archivists and for public access to these records at the Senator John Heinz History Center.

The Allegheny County Law Department has reviewed this legislation prior to submitting it to Council.

I am requesting that this item be placed on the agenda at the next Regular Meeting of Council.

JAN 29 2015 11:03 AM

ALLEGHENY COUNTY

COUNCIL