

Pennsylvania State Archives – Records of the Municipal Governments

RG-48

The Pennsylvania State Archives does NOT have copies of all Pennsylvania municipal records. If a local record cannot be located at the Archives, the researcher must visit the municipal office to examine the record.

In 1965, the Department of Internal Affairs (abolished in 1968) produced a publication entitled [Incorporation Dates for Pennsylvania Municipalities](#) (PDF, 144 K). While somewhat dated, it can be of use to researchers needing information on the location and creation of Pennsylvania political subdivisions. The archives have a copy of this publication and some supplemental information, including a map showing the [Political Subdivisions](#) (PDF, 5K) for the Commonwealth, available for your use. Please note that these pages are in a PDF format and will require the use of Adobe's Acrobat Reader to be viewed.

Please note: Listed below are records that may be useful to search in regards to development during the 1940s to 1960s in a particular municipality. There may be more information located at the [Pennsylvania State Archives](#) in other [Record](#) or [Manuscript](#) groups that are not cited on this list.

Temple Borough (Berks County)

Annual Budgets, 1956, 1967, 1969, 1971-1998 (7 folders): 48.266

Reports to the state Department of Community Affairs of the details of the following year's proposed budget, submitted within fifteen days of its adoption. Schedules A and B provide line item estimates of the receipts and expenditures planned for the general fund and for other special funds such as those for sewers and highways. Schedule C summarizes the data from the first two schedules, and schedule D provides details of the various taxes which constitute a portion of the borough's revenues.

Financial Reports of Borough, 1947, 1951-1969, 1971-1998 (12 folders): 48.272

Reports to the state Department of Internal Affairs on the financial status of the borough. These were required of boroughs each year to explain their use of public monies. Originally, four schedules were contained in the report. Schedule A is a summary of receipts and expenditures of all fund accounts. Taxes, license fees, loans, bonds, and other revenue sources are totaled. Expenditures for governmental responsibilities such as salaries, police, roads, recreation, and others are summarized. Non-government expenditures such as loan payments and securities purchases are summarized as well. Schedule B provides greater detail on the receipts and expenditures of the categories summarized in schedule A. Specific taxes and licenses are itemized as are salaries, rent, and other payments. The parts of schedule B are general, special revenue, water, sinking, highway aid, and other borough funds. Schedule C provides details of valuation and taxes, and schedule D provides information on the borough's indebtedness. Finally, the report is certified by the borough secretary. Beginning in 1976 the title is changed to "Annual Audit and Financial Report". Schedule B was expanded to include more fund types. Schedule C describes capital outlays, and schedule D was devoted to grants and revenue sharing. New schedule E lists securities and interfund transfers, schedule F is a tax statement, and schedule G lists debts. Finally, certification was now made by elected auditors. Included in the files are reports from independent auditors for 1994 and 1995.

Land Transaction Records, 1952 (1 folder): 48.275

The 1952 document is a petition to court by some property owners in the Cherokee Ranch subdivision to have their properties annexed to the borough.

Minutes of Temple Borough Authority, 1960-1975 (3 volumes): 48.301

Abbreviated accounts of the meetings of the Temple Borough Authority. The Authority was created in 1960 to contract for and fund the construction of a sewer system in the borough and to connect that system to an adjoining municipality with a waste water treatment system. Each report includes date, place, and time of the meeting, names of officials present, matters discussed, financial reports, and motions made and voted upon.

Resolutions of Temple Borough Authority, 1962-1977 (1 folder): 48.286

Resolutions adopted by the Temple Borough Authority which was created to construct a sewer collection system for the borough. The authority was empowered to issue bonds, contract for services and construction work, and lease the system to the borough. These resolutions relate to the powers and actions of the authority in carrying out its mission.

Treasurer's Reports, 1960-1963, 1965, 1968-1991, 1993-1994 (7 folders): 48.299

Summary reports of fund receipts, expenditures, and balances for each month. General, water, sinking, and highway aid funds are included as well as the water fund reserve. The 1965 report is an end of year summary. Later reports included police pension, sewer, payroll, municipal employees pension, and police car funds.

Water Systems Annual Reports, 1948-1954, 1994 (1 folder): 48.300

Reports to state Department of Internal Affairs on the operation of the borough water system. The reports include a description of the system, the principal officers, rate schedules, balance sheets of assets and liabilities, a summary of income and expenses, and statistics on sales of water. Employment data is entered as well as a questionnaire on the description of the physical properties of the system.

Johnstown (Cambria County)

City Council Minutes, 1913-1915, 1940-1950 (47 folders): 48.5

Abbreviated accounts of the proceedings of the meetings of the Johnstown Common Council Chamber. Each entry includes the date, place, and time of the meeting; the names of the members present at the meeting, and synopsis accounts of the committee meetings, including ordinance introductions, motions made, bills passed, and the time of adjournment.

Franklin Township (York County)

Minutes Books of the Road Board, 1943-1949 (2 volumes): 48.12

Abbreviated accounts of the meetings of the Franklin Township Road Board. Each entry provides the date and location of the meeting, the names of the members present, information about the taxes paid, and about payments for work projects on the township roads. Information concerning the road board budget, along with proposed legislation, is also included in the minute books.

**Minute Books of the Road Board and Board of Supervisors, 1948-1958 (1 volume):
48.13**

Abbreviated accounts of the meetings of the Franklin Township Road Board. Each entry provides the date and location of the meeting, information about topics discussed at the meeting, and information about the taxes paid for and the work projects done on township roads.