



**Bethlehem Area Public Library
Local History Collections**

Finding aid for the Minute books and records of the Borough of Bethlehem, the Borough of South Bethlehem, the Borough of West Bethlehem, the Borough of Northampton Heights, and the City of Bethlehem.

Creator: The City of Bethlehem and its legal predecessors (the Boroughs of Bethlehem, the Borough of South Bethlehem, the Borough of West Bethlehem, the Borough of Northampton Heights).

Title: Minute books and records of the Boroughs of Bethlehem, the Borough of South Bethlehem, the Borough of West Bethlehem, the Borough of Northampton Heights, and the City of Bethlehem

Dates: 1845-1974

Extent: 154 Volumes of various sizes; 1 box

Location: Bethlehem Room

Language: English

Abstract:

This finding aid identifies original record books that remain the property of the City of Bethlehem and are stored in the Bethlehem Room collection of the Bethlehem Area Public Library. These minute books are original records, and are not available for public use. Microform versions are available for public use, and are listed in the library's catalog.

Access to materials: Researchers are urged to use the microfilm version of these records. Ask at the information Department for access to a microfilm.

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Historical Note:

The Borough of Bethlehem was incorporated in 1845.
The Borough of South Bethlehem was incorporated in 1865.
The Borough of West Bethlehem was incorporated in 1886.
The Borough of Northampton Heights was incorporated in 1901.

In 1904 the Boroughs of West Bethlehem and Bethlehem consolidated into the Borough of Bethlehem. In 1918 the Boroughs of Bethlehem and South Bethlehem consolidated to form the city of Bethlehem. An area known as east Bethlehem was annexed in 1918. In 1920, Northampton Heights was annexed to the city of Bethlehem. More details may be found in: *Bethlehem of Pennsylvania: the Golden Years 1841-1920*. Bethlehem, PA: Bethlehem Chamber of Commerce, 1976.

Scope and Content:

These records include the official meeting minutes, governmental proceedings and financial records of the four municipalities which would eventually merge to comprise the City of Bethlehem. These records are of great use to those researching any aspect of our current city's history. Social problems, business affairs, and infrastructure improvements all appear in these pages.

Subjects:

The Minute books and records of the Borough of Bethlehem, the Borough of South Bethlehem, the Borough of West Bethlehem, and the City of Bethlehem are indexed under the following terms in the Bethlehem Area Public Library catalog.

Bethlehem (Pa.)- Politics and government

Acquisition and Appraisal

Immediate Source of Acquisition: City of Bethlehem

Organization:

- 1) **Series 1:** Bethlehem Borough.
 - a. Minutes of the Proceedings of the Town Council.
 - b. Borough ordinances.
 - c. Water Board/Commission
 - d. Financial (Department Expenses and Ledgers
- 2) **Series 2:** Borough of South Bethlehem.
 - a. Minute Books.
 - b. Borough ordinances.
 - c. Financial (Day Books, Cash Books, Journals, Borough Accounts/Ledger, Record)
 - d. Correspondence
 - e. Sewer Fund
- 3) **Series 3:** Borough of Northampton Heights
 - a. Minutes of the Proceedings of the Council of the borough of Northampton Heights
 - b. Ordinances
- 4) **Series 4:** Borough of West Bethlehem: Minutes of the Proceedings of the Council of the Borough of West Bethlehem
- 5) **Series 5:** City of Bethlehem
 - a. Minutes of the Proceedings of the City Council of the City of Bethlehem
 - b. Agreements

- c. Civil Service Board
 - d. Firemen's Pension Fund
 - e. Police Pension Fund
 - f. Retirement Board
 - g. Sinking Fund Commission
 - h. Order register
 - i. Correspondence, Police Department
- 6) **Series 6:** Penn Forest Brook Trout Corporation

Series 1: Bethlehem Borough

Subseries 1: Minutes of the Proceedings of the Town Council of the Borough of Bethlehem

Volume #	Title
1	1845-1852
2	1852-1860
3	1860-1869
4	1869-1877
5	1877-1882
6	1882-1885
7	1885-1889
8	1889-1894
9	1894-1898
10	1898-1902
11	1902-1905
12	1905-1908
13	1908-1910
14	1910-1911
15	1912-1913
16	1914-1915
17	1916-1917

Subseries 2: Ordinances of the Borough of Bethlehem

- 1 Ordinances 1-93(1895-1915)
- 2 Ordinances 94-119(1915-1918)

Subseries 3: Water Board Commission

- 1 1871-1878 Minutes
- 2 1871-1878 Spine labeled Ledger: contains copies of correspondence, financial matters, reports, oaths of office, ect., not in strict chronological order.
- 3 Minutes of the Water Commissions 1903-1908(?)

Subseries 4: Financial

- 1 Department Expenses 1905-1913
- 2 Department expenses 1915-1917
- 3 Ledger 1897-1917
- 4 Ledger 1912 (property tax records?)

Series 2: Borough of South Bethlehem

Volume# Title

Subseries 1: Minute books

1	1865-1881
2	1881-1887
3	1888-1892
4	1892-1897
5	1897-1903
6	1903-1908
7	1908-1913
8	November-December 1913
9	June 1911-November 1913 (reverse chronological order) (typed)
10	1913-1918 (reverse chronological order) (Typed)
11	1913-1918 (handwritten, chronological order)

Subseries 2: Ordinances of the Borough of South Bethlehem

1	1866-1883
2	1891-1904
3	1904-1915
4	1913-1915

Subseries 3: Financial

Day Books

1	1873-1874 (Treasure's book)
2	1882-1886
3	1889-1904
4	1901-1908
5	1908-1917
6	1915

Cash Books

1	1872-1878
2	1894-1902(includes stall and room rentals)
3	General Fund sewer fund cash book (January 1, 1913-April 16, 1915)
4	General Fund Cash book 4/1/1915-January 7, 1918 (Book 2)
5	Market Department Cash book (April 1900-December 1912)
6	Market Fund Cash Book (Jan 2, 1913-May 1916)
7	Market Fund Cash Book (June 1, 1916- January 3,1918)
8	South Bethlehem Market Funds (1916-1917)

Journal

1	1866-1880
2	1889-1901
3	1902-1918
4	1893-1916 (note on flyleaf: Note: a number of Sewer assmt a/cs paid and not entered in this Ledger- see Sewer Fund and ? Cash.)

Ledger

1	1866-1884
2	1894-1902
3	1910-1915
4	1916

Record
1 1870-1894 (damages relative to street changes)

Subseries 4: Correspondence

1 Letters May 7, 1903-June 11, 1909
2 Letters, 1915-1917

Subseries 5: Sewers Fund

1 Minutes 1903-1908
2 1903-1904
3 1903-1905

Series 3 Borough of Northampton Heights

Volume # Title

Subseries 1: Minutes of the Proceedings of the Council of the Borough of Northampton Heights

1 2 March 27, 1901-October 7, 1909
2 October 19, 1909-May 7, 1915
3 June 1915-January 1918
4 January 1918-March 8, 1920
5

Subseries 2: Ordinances of the Borough of Northampton Heights

1 Ordinances 1-47 (1901-1916)
2 Ordinances 46-65 (1916-1920)

Series 4: Borough of West Bethlehem: Minutes of the Proceedings of the Council of West Bethlehem

Volume # Title

1 1886-1892
2 1892-1899
3 1899-1903
4 1903-1904

Series 5: City of Bethlehem

Volume # Title

Subseries 1: Minutes of the Proceedings of the City Council of the City of Bethlehem