

Preliminary Inventory Of The Records Of

THE DEPARTMENT OF AGRICULTURE


COMMONWEALTH OF KENTUCKY



DIVISION OF ARCHIVES AND RECORDS

Department of Library and Archives

Commonwealth of Kentucky



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PRELIMINARY INVENTORY OF THE RECORDS OF
THE DEPARTMENT OF AGRICULTURE
COMMONWEALTH OF KENTUCKY

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PREFACE

The Division of Archives and Records prepares two types of records inventories. Inventories of records of agencies still in existence are called preliminary inventories, since they will be updated periodically. The second type, known simply as inventories, is used to describe closed record groups. The record groups are considered closed because the agency of origin no longer exists and no new records are being created. The inventories are compiled only after it has been determined that the records are as complete as possible, and that they have been properly arranged and accurately described. This inventory of the records of the Department of Agriculture is of the first type.

Each inventory contains an introduction which gives the history and function of the agency that created the records. Also indicated is the history of the previous physical locations of the records. Records of the record group which are in other repositories are not described, but their location is provided in the introduction. Repositories consulted, which do not have records belonging to the record group are also mentioned.

The records themselves are arranged and described by sub-group and series within the record group. The series are listed under the sub-group which constituted the office of origin of the records. Inclusive dates, volume, and type of physical arrangement are indicated in the series description. The existence of indexes; unexpected data; and unusual relationships between the series and other series, record groups, and sub-groups are explained. Similarly, any unique characteristics of any records are described in the sub-group and series where they occur.

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INTRODUCTION

Agriculture has always been a key element in Kentucky's economy and of vital interest to its people. Early settlers in the commonwealth depended for their livelihood on the crops they grew in their fields. Though all contemporary Kentuckians are not so closely connected with agriculture as were their ancestors, they have a vital interest in its products, its economic benefits, its efficient regulation and supervision, and its continued stability and progress.

Because of their strong interest in agriculture, it is not surprising that like-minded Kentuckians would join together to promote their common interests. In 1817 a group of Fayette countians organized an agricultural society at Sandersville. It was not until 1876, however, that the Kentucky General Assembly established the Bureau of Agriculture, Horticulture, and Statistics as the commonwealth's first agricultural governmental agency. The bureau was headed by a commissioner appointed by the governor for a two year term. He was charged with promoting the establishment of local agricultural and horticultural societies and with ascertaining "the agricultural, horticultural, mechanical, commercial, and educational condition of every county in the Commonwealth." Each year the commissioner was required to make a report to the governor.

The fourth and present Kentucky constitution of 1891 established the commissioner of the agricultural agency as an elected officer. In 1892 the General Assembly renamed the agricultural agency the Bureau of Agriculture, Labor, and Statistics. The same act provided for an advisory board to advise the commissioner on agricultural matters. The bureau was charged with promoting "agriculture, horticulture, manufactures, and matters relating to labor and statistics." The commissioner was directed to "promote and encourage" agricultural and horticultural societies and other associations in Kentucky's counties and to ascertain the agricultural, horticultural, mechanical, commercial, and educational condition of every county." The bureau also supervised Kentucky's agricultural extension and home demonstration program until 1924 when the University of Kentucky undertook those programs.

In 1924 the General Assembly created the position of chief labor inspector under the commissioner of agriculture, labor, and statistics, as the administrator of the activities of the Department of Labor in the Department of Agriculture, Labor, and Statistics. The position was transferred by legislative action to the Department of Industrial Relations in 1940.

By the Reorganization Act of 1934, the General Assembly replaced the bureau with the new Department of Agriculture, Labor, and Statistics, having the same organizational structure, duties, and functions as the old bureau. The advisory State Board of Agriculture was at this time officially attached to the new department and further assigned the management and control of the state fair and fair grounds and the duties and functions of the former State Board of Livestock Sanitation, which was abolished.

In 1938 a State Fair Board was established by the General Assembly as a separate unit of the department to oversee management of the state fair and fairgrounds. In 1974 the State Fair Board was removed from the department and placed in the Development Cabinet as a separate unit.

By legislative action the Division of Weights and Measures was established in 1950, and in 1960 the Division of Pest and Noxious Weed Control was created. In 1962 the General Assembly shortened the name of the department to the Department of Agriculture.

Divisions of the Department of Agriculture existing in 1977 include the Office of the Commissioner, Administrative Services, Food Distribution, Information and Promotion, Livestock Sanitation, Markets, Pest and Noxious Weed Control, Shows and Fairs, and Weights and Measures.

The Milk Marketing and Anti-Monopoly Commission is by law a distinct agency, but its offices are located in the Department of Agriculture, the commissioner of agriculture is the chairman of the commission, and it is considered as part of the department. The Kentucky State Board of Veterinary Examiners was created in 1916 by the General Assembly and placed under the chairmanship of the commissioner of agriculture. The board, which supervises the practice of veterinary medicine in Kentucky including administering examinations and issuing licenses, is often considered a unit of the Department of Agriculture though the statutes appear to be less than specific.

Though organizational changes have been made in the structural composition of the agricultural agency at various times, by both the General Assembly and by administrative action, the primary function of the department remains that of promoting Kentucky agriculture in all its aspects. Today the department provides Kentucky agriculture with "regulatory, service, and promotional programs and services", and "has specific and interpretive regulatory powers." Funding for the department is derived from the biennial budget, license fees, federal grants, and when necessary, from emergency funds authorized by the General Assembly or from the governor's contingency fund.

The department cooperates with the United States Department of Agriculture in promoting Kentucky agriculture in such areas as compiling statistical reports and in implementing federal or joint programs.

Further information concerning the various divisions is provided in the sub-group where the series are described. Individuals desiring more detailed data about the Department of Agriculture may consult in depth the titles listed on the sources page which follows this introduction. All span dates recorded in this preliminary inventory are for fiscal years unless otherwise indicated. Individuals seeking current records should consult the Kentucky Department of Agriculture. With the exception of the program outlay reports listed under the Division of Food Distribution, all records described in this preliminary inventory came to the Division of Archives and Records directly from the Kentucky Department of Agriculture. The program outlay reports came from the United States Department of Agriculture.

Investigation by the Division of Archives and Records staff indicated that no earlier records exist other than those described in this preliminary inventory. Most of the earlier records were destroyed by Department of Agriculture officials in the early 1950's. The following repositories and individuals were consulted in search of additional records:

1. United States Department of Agriculture Food and Nutrition Service
Southeast Region, Atlanta, Georgia
2. Federal Archives and Record Center
East Point, Georgia
3. University of Kentucky Margaret I. King Library
University Archives and Special Collections Department
Government Publications Department
Agriculture Branch Library
4. University of Kentucky
Agricultural Experiment Station
Cooperative Extension Service
5. Kentucky Historical Society
Frankfort, Kentucky
6. Present and former personnel of the Kentucky Department of Agriculture.

SOURCES

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- Barbour, J., and Carroll, John D. The Kentucky Statutes. Louisville: 1894.
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- Kentucky, Commonwealth of. Acts of the General Assembly. Frankfort: 1894, 1906, 1912, 1934, 1936, 1940, 1942, 1944, 1946, 1948, 1950, 1952, 1954, 1960, 1962, 1974, 1976.
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- Kentucky, Commonwealth of, Governor's Commission on Reorganization of the Executive Branch. Present Organization of the Executive Branch. 2 vols. Frankfort: 1961.
- Kentucky, The Efficiency Commission of. The Government of Kentucky: Report of The Efficiency Commission of Kentucky. 2 vols. Frankfort: 1924.
- Veerland, Hubert. Handbook of Kentucky. Kentucky Bureau of Agriculture, Labor, and Statistics. Louisville: 1908.

RECORDS OF THE DEPARTMENT OF AGRICULTURE

Office of the Commissioner

The office of the commissioner was first established in 1876 when the Bureau of Agriculture, Horticulture, and Statistics was created. The commissioner was then appointed by the governor for two year terms. Under the 1891 constitution the commissioner became an elected officer. Today, as the constitutionally elected administrator of the Department of Agriculture, the commissioner is the commonwealth's chief officer responsible for the formulation of agricultural policies and for overseeing all programs of the department. Each biennium he is required to submit a report to the governor detailing the department's activities. He relies on the State Board of Agriculture for advice on general agricultural matters. The commissioner is ex-officio chairman of the State Fair Board, the State Board of Veterinary Examiners, the Fair Council, the Kentucky Egg Marketing Board, and the Milk Marketing and Anti-Monopoly Commission. He is a member of the University of Kentucky Board of Trustees, the Governor's Council on Agriculture, the Dog and Livestock Advisory Committee, the Economic Development Commission, the Tobacco Research Board, and the Water Resources Authority of Kentucky. He is ex-officio secretary-treasurer of the Kentucky Agricultural Council.

1. CORRESPONDENCE. 1952-1962. .4 ft.
This is correspondence of the Commissioner of Agriculture as Secretary-Treasurer of the Kentucky Agriculture Council. Included are minutes and programs of annual council meetings, council membership lists, lists of council committees, committee reports, speeches presented at council meetings, and general correspondence pertaining to council activities. Arrangement is chronological by calendar year.
2. GENERAL LEDGERS. 1954-1967. 7 vols. 6 ft.
The general ledgers show the amounts of monies allotted and expended in accounts of the various divisions. Arrangement is chronological by division and account number.

Some volumes include a computer printout of expenditure reports.

For information on state agricultural farms operated at state prisons and other institutions consult the Department for Human Resources record group.

State Board of Agriculture

In 1892 the Kentucky General Assembly created the Bureau of Agriculture, Labor, and Statistics, and an advisory board. The governor was authorized to appoint the four board members, one of which was to be the director of the Agricultural Experiment Station in Lexington. The advisory board, chaired by the commissioner of the bureau, was to meet at least quarterly to "council together and take such steps as they may deem best for the general agricultural, horticultural, and statistical interest of the State." The board was authorized to appoint persons to visit the counties to assist local farmers.

By an act of 1906 the General Assembly abolished the advisory board and created the State Board of Agriculture, Forestry, and Immigration, which was chaired by the commissioner of the Bureau of Agriculture, Labor, and Statistics. In addition to the commissioner, who was ex-officio chairman, the board membership consisted of the director of the Agricultural Experiment Station and one "intelligent citizen . . . experienced and practical farmer" from each of the appellate court districts in the commonwealth. The board was to advise the commissioner on agricultural matters, "aid in the distribution of seed, . . . in collection of information concerning crops, and in the promulgation of industrial information generally." In its capacity as the immigration and emigration committee for Kentucky, the board was charged with collecting information as to wages paid for labor in different sections of the commonwealth and the kinds of labor needed. It was also to ascertain the "class of immigrants coming to this state and . . . collect statistics, showing as nearly as possible the number of persons emigrating from the state, their destination and the causes of their emigration." The board, in its capacity as Kentucky's forestry commission, was responsible for promoting Kentucky forestry interests. Finally, it was required to make a biennial report of its actions and expenditures to the General Assembly.

In 1912 the General Assembly created the present State Board of Agriculture to replace the State Board of Agriculture, Forestry, and Immigration, which was abolished in that year. The new board was given the same "powers, rights, privileges, and property" as the old board and was composed of the same membership. In 1934 it was officially attached to the Department of Agriculture, Labor, and Statistics. In 1936 it absorbed the functions of the State Livestock Sanitary Board, which was abolished in that year. In 1977 the board retains the functions assigned its predecessor in 1906 with the exception of the forestry responsibility. It also retains the livestock sanitation function.

1. MINUTES. 1948-1974. .4 ft.

The minutes document the proceedings of the State Board of Agriculture. Major categories of information include lists of members and others present at the board meetings, resolutions and motions, lists of applicants that passed the pest control examination, statistical summaries, the commissioner's reports to the board of the programs and activities of the department, and reports to the board of activities and programs of the divisions. Filed with the minutes for 1948 are reports to the board from livestock inspectors for 1947. Arrangement is chronological by calendar year.

These are photocopies of the original minutes which are in the office of the commissioner.

Division of Livestock Sanitation

In 1910 the Kentucky General Assembly created the State Livestock Sanitary Board, composed of three members of the State Board of Agriculture, Forestry, and Immigration, the Commissioner of Agriculture, Labor, and Statistics (as ex-officio chairman), and the head of the Division of Animal Husbandry at the Kentucky Agricultural Experiment Station. The board's chief duties included the prevention and control of the spread of all communicable diseases among domestic animals in Kentucky, establishing quarantines against diseased animals, and making rules and regulations against the spread of diseases. In cooperation with the United States Department of Agriculture, the board was authorized to appoint state livestock inspectors to implement the provisions of the livestock sanitary law.

In 1936 the General Assembly abolished the State Livestock Sanitary Board and transferred all of its functions to the State Board of Agriculture. By 1940, apparently through administrative action, a Division of Livestock Sanitation was established in the Department of Agriculture, Labor and Statistics. This division presently is responsible for enforcing health regulations in Kentucky's livestock industry. It works to eradicate and control infectious and communicable livestock diseases through comprehensive inspection and testing, governs stockyard operations, and provides diagnostic services for veterinarians and producers.

1. LIST OF COMPANIES SELLING ANTI-HOG CHOLERA SERUMS IN KENTUCKY. 1950-1966. 1 vol.
The lists provide the company name and address, the date the fee was paid, the amount of the fee, the license number, the date the license was issued, the status of bond, and the expiration date of bond. Arrangement is chronological by company name.
2. STOCK YARD CASH BOOK. 1941-1942. 1 vol.
Apparently this book is a record of fees received from the county clerks of the commonwealth for stock yard licenses. Arrangement is chronological.

These two items are recorded in a single volume. .1 ft.

Division of Food Distribution

The Division of Commodity Distribution was apparently established by administrative action between the years 1950 and 1953. Pursuant to agreements with the United States Department of Agriculture (USDA) the division receives and allocates all USDA donated foods made available for Kentucky. The division administers the food distribution program under general guidelines agreed upon by both governments. The division has responsibility for determining eligibility for foods which are allocated to the following recipients:

1. Public and non-profit schools serving children of high school age and under.
2. Public and non-profit schools approved by the Division of School Lunch, Kentucky Department of Education, to participate in the national school lunch program.
3. Non-penal, non-profit, non-educational, tax exempt, charitable institutions, public or private, serving needy persons. These include homes for the aged, orphanages, and day care centers for children.
4. Non-profit summer camps for children and summer Head Start programs.
5. Emergency and disaster relief programs for distribution to victims of such natural disasters as tornadoes, flood, or drought.

An additional program, the distribution of food to public welfare agencies and to needy people through county courts was ended in June, 1973. In 1975 the name of the Division of Commodity Distribution was changed to the Division of Food Distribution.

1. COMMODITY DISTRIBUTION CARDS FOR WELFARE PROGRAM. 1960-1965. 4 ft.
The cards indicate the county, commodity year, commodity, delivery order number, amount ordered, requisition date (this column used to indicate amounts over, under, or damaged), date shipped, amount transferred to the county, amount accounted for, amount unaccounted for, amount transferred from the county, amount on hand, and case load. Only cards for Leslie County exist for the year 1959-1960. Arrangement is chronological and by county.

2. STATEWIDE COMMODITY DISTRIBUTION CHARTS. 1957-1965. 8 ft.
The charts show commodity distribution patterns to the counties. Each commodity is shown on a separate set of charts. A key to the data supplied on the charts is filed with the charts. Also filed with the charts are notices of allocation. Arrangement is chronological by commodity.

3. PROGRAM OUTLAY REPORT. 1966-1975. .4 ft.
The Program Outlay Report is submitted each year to the United State Department of Agriculture, Food and Nutrition Service. Prior to fiscal year 1970, these records were not retained in their original form by the Food and Nutrition Service. The practice from 1966 through 1969 was to summarize the reports and print them in the format of tables. The reports and tables are copies obtained from the USDA Food and Nutrition Service Southeast Regional Office in Atlanta.

Tables for 1966-1969 indicate federal outlay in dollars by county. Outlays to schools are broken down into the following: National School Lunch Program, Breakfast Program, School Milk Program, and total value of donated food. Outlays to needy persons are broken down into the following: value of food donated to family units, value of food donated to institutions, and value of food stamp bonus coupons. Total federal outlay is also given.

Outlay Reports for 1970-1975 indicate outlays in dollars by program by county. Programs are: National School Lunch Program, Food Distribution to Schools, Food Distributed to Institutions, Food Distribution to Needy Families, and Matching Fund Program. Arrangement is chronological.

4. REPORT OF AUDIT - FAYETTE COUNTY FOOD DISTRIBUTION OPERATIONS. 1963. .1 ft.
This is the audit by the USDA Office of Inspector General, Atlanta, Georgia, of the Kentucky Department of Agriculture's Fayette County Direct Distribution Program for the period March 1, 1963 to May 31, 1963, inclusive.

Division of Markets

The Division of Markets was created by the 1940 Kentucky General Assembly as the unit of the Department of Agriculture, Labor, and Statistics responsible for promoting the efficient marketing of Kentucky's agricultural products. The division's major functions include providing agricultural market news trends in tobacco, grain, fruits and vegetables, and livestock; providing grading and inspection service in fruits and vegetables, beef, swine, bees, and honey upon request; providing agriculture statistics to farmers and agribusinessmen; and administering grain storage and grain moisture testing laws.

1. TOBACCO SALES REPORTS. 1951-1962. .3 ft.
The reports indicate market center, growers pounds sold, money paid growers, average per 100 pounds, dealer's pounds sold, money paid dealer, average per 100 pounds, total pounds sold, total money paid, average per 100 pounds, resale pounds sold, money paid at resale, average per 100 pounds. Span dates indicate marketing year rather than fiscal year. Arrangement is chronological.
2. LISTS OF TOBACCO WAREHOUSES LICENSED. 1957-1958. .1 ft.
These indicate all tobacco warehouses licensed in the commonwealth for fiscal years 1956-1957 and 1957-1958. Arrangement is chronological and by market.

Divison of Weights and Measures

In 1940 the Kentucky General Assembly enacted legislation requiring weighmen in stockyards to be bonded; providing for monthly livestock sales reports from stockyards; placing supervision of stockyards and weighing devices in the Department of Agriculture, Labor, and Statistics; and providing for inspection of weighing devices. Apparently by administrative action, a Division of Weights and Measures was established in the department to carry out the provisions of the act.

The General Assembly expanded the weights and measures provisions in 1944 by empowering the Department of Agriculture, Labor, and Statistics to inspect weighing and measuring devices at public stockyards, tobacco warehouses, and grain warehouses. In the event that inaccurate or defective measuring devices were discovered, the department had the authority to order that such devices not be used until the inaccuracies or defaults were corrected. The department was directed to assign sufficient inspectors to carry out the weights and measures program.

The present Division of Weights and Measures was created in the Department of Agriculture, Labor and Statistics by the General Assembly in 1950. By this act the department was directed to take charge of the standards of weights and measures of the commonwealth that had previously been under the custody of the Secretary of State. The Division of Weights and Measures has responsibility for maintaining the weights and measures standards for the commonwealth and for inspecting and testing for accuracy all weights, measures, weighing, and measuring devices kept, offered, or exposed for sale in Kentucky. It also inspects for accuracy measuring devices used commercially "in determining the weight, measure, or count of commodities or things sold, or offered or exposed for sale, on the basis of weight, measure or count; or in computing the basic charge or payment for services rendered on the basis of weight, measure, or count." The division also weighs, measures, and inspects packaged commodities "to determine whether they contain the amounts represented and whether they are offered in accordance with Kentucky law." The division can condemn, seize, and destroy incorrect weights, measures, and weighing or measuring devices. It can order that inaccuracies be corrected. Upon inspection, the division's inspectors place a seal on all devices found to be within the accepted standards.

1. MONTHLY ACTIVITY REPORTS. 1969-1971. .4 ft.

These reports summarize the activities of the division's district and state-wide inspectors. The total numbers of inspections made by each inspector and the number approved, condemned, and percent condemned is provided for the following categories: retail prepack scales, fabric measuring scales, stockyard scales, check-weighing livestock scales, industrial scales, large and small scales, liquified petroleum gas meters, vehicle tank meters, anhydrous amonia facilities, limestone quarries, limestone laboratory samples tested, moisture meters for grain, and moisture scales and pumps.

Variations in the reports occur and not all categories exist in all of the reports. The 1969 reports also contain remarks of inspectors about the number of days of bad weather, sick days or jury duty days which kept them from their work. Also recorded is the number of days worked in Frankfort, the fact that the truck was in repair, and similar information. Arrangement is chronological by calendar year.