'26 SEP 22 PM 4:14:17

REFERENCE SERVICE SLIP
Archival Research Room Record Request
National Archives at St. Louis

Date: 09/21/2026

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Burns, Andrew	4563213
E-Mail Address:	**Phone Number:**
afbfg4@umsl.edu	636-415-7353

INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible)

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Lewis, Leonard, C.		

MILITARY SERVICE

Branch of Service:
- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:
- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):
- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death:

State of Residence (upon entry into service):

Other Identifying Information (Parent's Names, CSC Number, etc.)

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location) Lighthouse Service (CT/NJ/NY) 3rd District

From: 1923 To: 1923

(Agency & Location)

From: To:

(Agency & Location) L200

From: To:

Other Identifying Information (Maiden Name, Job Title, etc.)

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C000824396 1

CMRS Search Request Number(s): Rqst sent 9/29/26 mx

Attendant Signature:

Remarks: '26 OCT 13 PM 1:32

SCREENING NOTES

☐ Reviewed and Nothing Removed JMH ☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

Form SS-73

DEPARTMENT OF COMMERCE

SUPERINTENDENT OF LIGHTHOUSES
APR
19
RECEIVED

PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee: Leonard C. Lewis
2. Position to which appointed: Keeper
3. Bureau or Service: Lighthouse Service, District: 3rd
4. Place of duty: Execution Rocks Lt.Sta., N.Y. (City, town, station, or vessel.)
5. Salary: $780.00 p.a.
6. Appropriation from which paid: Salaries, Keepers of Lighthouses
7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———." stating Department, Bureau or Service, position, and salary, if known).
   From examination for keepers, Feb. 23,1923.

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)
   Mr. Leonard Carlile Lewis
2. How do you intend to write your name on the pay roll? (This should agree with signature to your oath of office.)
   Leonard C. Lewis
3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)
   Vermont (State or Territory.) Chittenden (County.) Shelburne (City or town.) 1st (Congressional district.)
4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.
5. What is your race? (Answer "white," "colored," or "Mongolian.") White

11—6922

6. Where were you born? Shelburne Vermont

7. When were you born? April (Month.) 21 (Day.) 1880 (Year.)

8. If foreign born, state when and where naturalization papers were taken out

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Single

10. Give name and address of person whom you would like to have notified in case of accident.

Mrs. Fred N. Lewis (Name.) Dorset St R.F.D#1 (Number and street.)

Shelburne (City or town.) Vermont (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
		Position		
		Department or office		
		Position		
		Department or office		
		Position		
		Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") No If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.) Corrected by Glasses

13. Do you hold any State or municipal office? (Answer "yes" or "no.") No If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") Yes If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
Sheet metal Dept. Building #74	Navy Yard Portsmouth N.H.	Sheet Metal worker	$5.36 per day	Oct 16. 1917	
Sheet Metal Navy Yard Portsmouth N.H.			5.36 per. day		Aug 15. 1919

As to appointment and separation. Haven't my book account with me.

11—6922

yours of April 9, 1923

I acknowledge receipt of a copy of Department Circular No. 253 (second edition), of September 22, 1914, relating to political activity of officeholders, and fully understand its purport.

Leonard G. Lewis
(Name.)

2nd Assistant Keeper Execution Rock Lt. Sta. N.Y.
(Position.)

Light House Service 3rd District
(Bureau, Office, or Service.)

Date, Apr. 12, 1923

11—3914

(This acknowledgment should be forwarded to, and filed in, the bureau or office to which appointee is assigned.)

SUPERINTENDENT OF LIGHT-HOUSES

SUPERINTENDENT APR 28 1923 RECEIVED

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

Plumber

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

Fall of 1917 Oct. 1st
Sheet Metal Work Portsmouth N.H. Navy Yard
Keepers — 7/23/23

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes If not, state the name and address of the person who wrote them for you.

Date, Apr 12, 1923

Witness (in case signature is by mark):

(Signature) Leonard G. Lewis

(Present address) Dorset St.
(Number and street.)

Shelburne Vt.
(City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded April 28, 1923

(Signature) J. F. YATES

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") ..... If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

Farming

19. What education have you received? (State the grades of schools you have attended, and, if you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1910; Columbia University, LL. B., 1913.)

Public school.

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

Plumber

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

Fall of 1917 Oct. 15 1st.
Sheet Metal Work Portsmouth N.H. Navy Yard
Keepers — 7/23/23

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes If not, state the name and address of the person who wrote them for you.

Date, Apr 12, 1923

Witness (in case signature is by mark):

(Signature) Leonard G. Lewis

(Present address) Depot St.
(Number and street.)
Shelburne Vt.
(City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded April 28, 1923

(Signature) J. F. YATES

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



THIRD DISTRICT

Execution Rock Light
(Station, Depot, or Vessel)

Sept. 11, 1923

Supt. Lighthouses 3rd. District.

In reply to your letter of Sept. 10 will say that I would not wish to accept your offer of Watch Hill as it is not permanent.

2 Asst. Leonard C. Lewis

FWO:CFG

November 26, 1923.

Mr. Leonard C. Lewis,
64 Drake Avenue,
New Rochelle, N. Y.

SUBJECT : Complaint against the Keeper of Execution Rocks Light Station.

REFERENCE: Your letter dated November 17, 1923.

Sir:-

You are advised that the matters referred to in your letter of November 17th have been referred to the keeper of Execution Rocks Light Station, who advises that your personal property which you left at the station, was not tampered with. It is also stated that you accused the 1st Assistant Keeper of having stolen some of your rope, and when he offered to either measure or weigh the rope you declined his offer.

Respectfully,

J. T. Yates

Superintendent.

FWO:CFG

November 26, 1923.

Mr. Jacob S. Ruskin,
456 Main Street,
New Rochelle, N. Y.

SUBJECT : Mr. Leonard C. Lewis.

REFERENCE: Your letter dated November 12, 1923.

Sir:-

You are advised that the matters covered by your letter of November 12th have been taken up with the Keeper of Execution Rocks Light Station and copy of his reply of November 22nd is enclosed for your information. It will be noted that the various items of complaint are denied by the keeper, which practically reduces the entire matter fo a question of veracity between Mr. Lewis and Keeper Sullivan, and judging from the information available in the matter it would probably be very difficult to establish any actual facts. In this connection it may be stated that in September 1923 Mr. Lewis was the subject of disciplinary measures due to the fact that he failed to promptly place the fog signal in operation when fog set in and it is probable that this occurrence was at least partially the cause of ill feeling between Mr. Lewis and the keeper of the station. If Mr. Lewis is in a position to furnish corroborative evidence to show that he was mistreated by the keeper of the station, or that the latter was guilty of misconduct, this office will take such action in the matter as the merits of the case may warrant.

Respectfully,

J. T. Yates

Superintendent.

Leonard C.Lewis,
64 Drake Ave.,
New Rochelle, N.Y.

November 23rd,1923.

SUPERINTENDENT OF LIGHTHOUSES
NOV 30 1923
NEW YORK, N.Y.

Mr.J.T.Yates,
Supt. of Lighthouses,
Staten Island,N.Y.

Dear Sir:

In reply to your letter of Nov. 26th, wish to state that I did not accuse the 1st.Asst. Keeper of stealing rope, but while my goods were in the Keepers charge there was Muriatic Acid put on myn rope and ruined it, It could not have been done accidentially as it was stowed in the office.

The rope cost me $5.00 and the groceries cost $1.00 and the grapple anchor cost me $4.60, the Keeper also landed me at Sands Point instead of New Rochelle and it cost me $3.00 to get back to New Rochelle, also wish to state that I have the rope as evidence and that I would like you to write to Mr.Fred P. Hubert # 21 Webster Ave.,New Rochelle whom I hired to take me to the Lighthouse and who will sustain my statements as will others who have seen the rope. Mr. Yates, you do not know the treatment I received under Mr. Fuller and Mr Sullivan and I think they should be fined out of their pay $13.60 what the above goods actually cost me. If you havent any respect for honesty pleasecwrite and let me know.

Yours respectfully,
Leonard C. Lewis

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



THIRD DISTRICT

1st copy

Execution Rocks Lt. Sta
(Station, Depot, or Vessel)

November 22, 1923

To Superintendent of Lighthouses 3rd District.
Subject: Complaint and charges of L. C. Lewis through Jacob L. Ruskin on Nov. 12, 1923.

1. In reply will say that I never addressed L. C. Lewis in foul and obscene language or assulted him by grabbing his arm and threatening bodily harm.
2. On Nov. 5th this station was inspected by Mr. Luther Asst Superintendent and I did state that in my opinion that L. C. Lewis was mentally unbalanced. He was not however alone on the Station as I went ashore at 9 30 AM for pay and to straighten out my bills and returned at 1 30 PM. Fuller left the Station at 1 45 PM and returned at 4 15 PM for the same purpose.
3. The reason for putting L. C. Lewis ashore at Sands Point on Nov. 7th was that it was blowing moderate South West and more or less fog and it was not safe to send the boat to New Rochelle as the outboard motor is not dependible in rainy or damp weather and it being rough a man would

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
NOV 23 1923
RECEIVED
COMPTON'S VILLE, N.Y.

THIRD DISTRICT

Execution Rocks. Lt. Sta
(Station, Depot, or Vessel)

Nov. 22, 1923

take unnessercery chances of getting weather bound in the time it would take to go to New Rochelle whereas by putting the man ashore at Sands Point the time consumed was about 30 minutes. Lewis stated that he wished to leave the Light as soon as possible.

4. Mr. Lewis Lewis left most of his personal property on the station when he left and informed me that the weather permitting he would be out with a boat on the following to remove it. That was the 8th. His belongings were stowed in the office room and he failed to call for same by the 13th on which date I started my leave.

Re Par 3 —
Fog Light report for Nov M. A. Sullivan.
Show F. S. In operation Keeper
on 7th Nov —
2.50 Am — 3.35 Am
4.45 " — 5.30 "
10.05 " — 10.35 "
12 noon to 1 PM

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
NOV 23 1923
RECEIVED
TOMPKINSVILLE, N.Y.

THIRD DISTRICT

Execution Rocks L.H. Sta.
(Station, Depot, or Vessel)

November 22, 1923

To Superintendent of Lighthouses 3rd District.
Subject Additional Complaint of L. C. Lewis former asst Kpr.

L. C. Lewis's groceries were not touched to my or the 1st Asst's knowledge.

As to the rope I know nothing whatever about it. When I left the station the rope and every thing else belonging to Lewis was apparently the way it was when he stowed there. Samuel Guller 1st Asst Kpr states that Lewis accused him of stealing some of it and when Guller offered to either measure or weigh it for him he refused

The second asst. Clinton A. Muffee states that this is the truth as he was here when Lewis claimed his belongings

2. All this hard feelings on Lewis's part was caused by my not letting him work on his boat all day instead of on the station also my reporting him for not starting the fog signal promtly on the Morning of Oct 22, 1923.

W. A. Sullivan.
Keeper.

FWO:CL

November 20, 1923.

Daniel A. Sullivan, Keeper,
Execution Rock Light Station,
64 Drake Avenue,
New Rochelle, N. Y.

SUBJECT: Complaint of former Assistant Keeper Lewis.

Enclosed herewith for your information and full report thereon, is copy of letter dated November 17, 1923, received from Mr. Leonard C. Lewis, who was formerly employed as 2nd Assistant Keeper at Execution Rock Light Station.

F. W. OCKENFELS,

First Assistant Superintendent.

64 Drake Ave.,
New Rochelle, N. Y.
Nov. 17, 1923

SUPERINTENDENT OF LIGHTHOUSES
NOV 19 1923
RECEIVED
TOMPKINSVILLE, N.Y.

Mr. J. T. Yates,
Supt. of Light House,
Staten Island, N. Y.

Dear Sir:

In additional to the complaint entered on Nov. 12th, I wish to say that I hired Mr. Hubert of 21 Webster Ave. to go over with his boat to get my belongings, as a witness. I found that they had taken a few groceries. I also had about $5.00 worth of new manila 5/8" rope, which had never been in the water. I kept it in the office room where there was no chance of acid to be spilled on it accidently. I found that they had taken muratic acid and put it on the rope so that it was useless. I have the ruined rope as evidence.

I can give satisfactory evidence on the statements that I have made. Mr. Samuel Fuller, first assistant was in charge of the Light when I went for my belongings. Mr. Sullivan was on his eight day shore leave.

I furnished my own power boat and gasoline and did many errants for them and this is the way they showed thier appreciation.

Mr. Yates, I am not looking for money, I am looking for justice If I could see you I would tell you of other things.

Respectfully yours,

Leonard C. Lewis

FWO:CFG

November 17, 1923.

D. A. Sullivan, Keeper,
Execution Rocks Lt. Sta.,
64 Drake Avenue,
New Rochelle, N. Y.

SUBJECT : Complaint and charges.

1. Enclosed herewith, for your information, is copy of extract from a letter dated November 12, 1923 received from Jacob S. Ruskin, attorney and counsellor of law at New Rochelle, N. Y. entering a complaint and charges in behalf of Mr. Leonard C. Lewis, formerly employed as Second Assistant Keeper at Execution Rocks Light Station.

2. You are directed to submit full and complete explanation as to each of the various items contained in the letter referred to, which would indicate misconduct on your part as keeper of Execution Rocks Light Station.

J. T. Yates

Superintendent.

FWO:CFG

November 16, 1923.

Mr. Jacob S. Ruskin,
456 Main Street,
New Rochelle, N. Y.

SUBJECT : Complaint of Mr. Leonard C. Lewis, formerly employed as Second Assistant Keeper at Execution Rocks Light Station.

REFERENCE: Your letter dated November 12, 1923.

Sir:-

Receipt is acknowledged of your letter of November 12, 1923, referred to above. The matter in question will be investigated and you will be further advised at a later date.

Respectfully,

J. T. Yates

Superintendent.

2736

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12-5
12-10
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+16

JACOB S. RUSKIN
ATTORNEY AND COUNSELOR
456-458 MAIN STREET
NEW ROCHELLE, N.Y.
PHONE 1852

November 12th, 1923.

J. T. Yates, Esq.,
Supt. of Light Houses,
Staten Island, N. Y.

Dear Sir:

I hereby respectfully beg to enter a complaint in behalf of and as attorney for Leonard C. Lewis, formerly second assistant keeper, Execution Rock Light Station. Mr. Lewis complains that he was addressed by Mr. Sullivan, the keeper in very opprobrious terms accompanied by very foul and obscene language. Mr. Sullivan also assaulted Mr. Lewis by grabbing him by the arm and threatening to do him bodily harm if he at any time made a report to the authorities concerning him.

On November 5th, Mr. Sullivan informed Mr. Lewis that he had reported to the light house inspector who madé the examination of the light house that Mr. Lewis was insane but not so withstanding, Mr. Sullivan and the first assistant left Mr. Lewis all day November 6th from 10 A. M. to about 4 P. M. to operate the lights etc.

Mr. Sullivan indicated that he intended at the expiration of Mr. Lewis' time to put him ashore at Sand's Point, L. I. at 12 o'clock midnight November 6th. Mr. Lewis protested to the light house inspector who was there on November 5th and he instructed Mr. Sullivan that he was to refrain from

JACOB S. RUSKIN
ATTORNEY AND COUNSELOR
456-458 MAIN STREET
NEW ROCHELLE, N.Y.
PHONE 1852

carrying out his expressed intention. Notwithstanding, Mr. Sullivan, the keeper put Mr. Lewis ashore at Sand's point, L. I. about noon on November 7th. Mr. Sullivan knew that Mr. Lewis resided in New Rochelle, N. Y. and as a result of Mr. Sullivan's attitude, he was compelled to travel from Sand's Point, L. I. to his home in New Rochelle, N. Y. Mr. Lewis hired an automobile to Port Washington, L. I. in order to get the train there and traveled from Port Washington, L. I. to his home in New Rochelle, N. Y. Mr. Lewis contends that there was no occasion for Mr. Sullivan putting him ashore at Sand's Point on the date mentioned as the weather was good and as he previously expressed a desire to be landed at New Rochelle.

Mr. Lewis has his personal effects at the Execution Light House and is desirous of obtaining possession of them. He is very fearful that some damage may be done to his personal property if they are not obtained from some one sent by you in connection with this matter. Mr. Lewis makes this communication his complaint against the keeper and the assistant and has expressed a willingness to pay the traveling expenses for an investigator in reference to this matter if you feel that one should be sent. Mr. Lewis is an elderly gentleman of mild disposition and I feel that the treatment accorded him

JACOB S. RUSKIN
ATTORNEY AND COUNSELOR
456-458 MAIN STREET
NEW ROCHELLE, N.Y.
—
PHONE 1852

J.T.Y.-3

warrants an investigation. Mr. Lewis can accompany the investigator and can perhaps better express verbally the state or condition of affairs as they existed between him and Mr. Sullivan and the assistant keeper. Mr. Lewis can meet the investigator at the mail address of the Light House, #64 Drake Avenue, New Rochelle, N. Y. at any time when an appointment is made in connection herewith.

Trusting this matter will be given your kind attention and consideration, I am and beg to remain

Very truly yours,

Jacob S. Ruskin

JR:J

Respectfully submitted:

Leonard C. Lewis

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FWO-JEB

Leonard C. Lewis, 2nd Asst.Keeper, Oct. 13,1923
Through the Keeper,
Execution Rocks Light Station.
64 Drake Ave., New Rochelle, N.Y.

SUBJECT: Resignation.
REFERENCE: Your letter Oct.13,1923

1. Your letter dated October 13,1923 resigning your position as 2nd Assistant Keeper of Execution Rocks Light Station, has been received and forwarded to Washington with recommendation that same be accepted, effective at the close of November 6,1923.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

COPY

75

Execution Rocks

Oct.12,1923

Supt.,Lighthouses, 3rd District

SUBJECT: Resignation.

I respectfully wish to resign. Resignation to take effect Nov.6,1923. Reason for resigning have better position on shore.

Yours respectfully,

Leonard C. Lewis

2nd Asst.Keeper

Daniel A. Sullivan
Keeper

FWO-JHG

75

Daniel A. Sullivan, Keeper,
Execution Rocks Light Station,
64 Drake Avenue,
New Rochelle, N. Y.

Nov. 13,1933

SUBJECT: Last day of service, L.C.Lewis, 2d Asst.Keeper.

1. Referring to the resignation of Leonard C.Lewis, 2nd Asst. Keeper of Execution Rocks Light Station; advise this office by return mail of the date on which Mr.Lewis left the station.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES 1923 OCT 18 AM 9 39 75

October 16, 1923.

Mr. Leonard C. Lewis,

Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on November 6, 1923.

Bureau..... Lighthouse Service.

Station..... Execution Rocks Light Station, N. Y.

Position..... Keeper.

Salary..... $780 per annum.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C
G
3d

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
NOV 17 1923
RECEIVED
TOMPKINSVILLE, N.Y.

(75)

Execution Rocks Lt. Sta.
(Station, Depot, or Vessel)

November 7, 1923

Superintendent of Lighthouses, 3rd District.

Subject: Effect of Resignation of 2nd Asst. Leonard C. Lewis.

Leonard C. Lewis 2nd Asst of this station left station at 11[10] a.m. on Nov. 7, 1923. His resignation taking effect on midnight of Nov. 6, 1923.

Daniel A. Sullivan.
Keeper.

Last day of service Nov 6-1923

Ctd 11/7/23

Form 93

NOTICE OF RESIGNATION OR DEATH

(175)

FWO-JHG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N.Y., Oct.13,1923 , 19

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Leonard C. Lewis Position, Keeper

Legal residence, Vermont Station, Execution Rocks Lt.Sta.,N.Y.

Salary, $780.00 per annum

The acceptance of this resignation is recommended effective at the close of Nov.6,1923

This employee has not taken leave in excess of the accrued rate.

Remarks:

For and in the absence of the Supt.

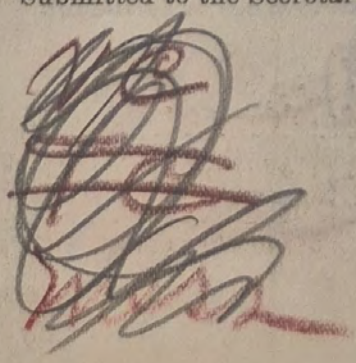
F. W. Ockenfels

1st Asst.Supt.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4023



See note in desk.

Form 93

NOTICE OF RESIGNATION OR DEATH

(75)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO-JHG

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N.Y., Oct.13,1923, 19

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Leonard C. Lewis Position, Keeper

Legal residence, Vermont Station, Execution Rocks Lt.Sta.,N.Y.

Salary, $780.00 per annum

The acceptance of this resignation is recommended effective at the close of Nov.6,1923

This employee has not taken leave in excess of the accrued rate.

Remarks:

For and in the absence of the Supt.

F. W. Ockenfels

1st Asst.Supt.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

10/18/23

11—4023

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
NOV 29 1923
RECEIVED
TOMPKINSVILLE, N.Y.

Inclosure
per [illegible]
JC-atwc

75

THIRD DISTRICT

Execution Rocks Lt. Sta
(Station, Depot, or Vessel)

November 22, 1923

To Superintendent of Lighthouses 3rd District

Subject: Last day of service, L. C. Lewis 2nd asst. Kpr.

L.C. Lewis 2nd asst Kpr. left this station at 10 AM November 7, 1923 his time expiring at 12 midnight on the 6th.

I gave Lewis letter to the office when he left here stating time and date.

H. A. Sullivan.
Keeper

64 Drake Ave.,
New Rochelle, N.Y.,
Nov. 22, 1923

(75)

SUPERINTENDENT OF LIGHT-HOUSES
NOV 26 1923
RECEIVED
TOMPKINSVILLE, N.Y.

Supt. of Lighthouse,
Staten Island, N.Y.

Dear Sir:-

You can forward the balance of my salary to 64 Drake Avenue, New Rochelle, N.Y. at your convenience.

Respectfully Yours
Leonard C. Lee
Former 2d Asst Keeper
Execution Rocks

Ck mld 11/27/23
Vou 1/2733

75

FWO:JHG

October 9th, 1923.

L. C. Lewis, 2nd Asst. Keeper,
Through the Keeper,
Execution Rocks Light Station,
64 Drake Avenue,
New Rochelle, N. Y.

SUBJECT : Charges.

REFERENCE: Your letter dated October 6, 1923.

Your letter of October 6th, in reply to letter of charges from this office, dated October 2nd, is returned herewith, and your attention is called to the fact that, in accordance with the regulations, all official correspondence must be forwarded through the keeper of the station.

J. T. YATES,
Superintendent.

By: W. J. Lawton,
Chief Clerk.

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO

EK

letter

75

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

SUPERINTENDENT OF LIGHTHOUSES
OCT
10
1923
RECEIVED
TOMPKINSVILLE, N.Y.

1st

4-1-24

October 8, 1923.

Superintendent of Lighthouses, Staten Island, N. Y.

1. Referring to letter of caution, dated October 2, 1923, addressed to Leonard C. Lewis, 2d Asstistant Keeper, Execution Rocks Light Station.

2. You are requested to submit further report at the end of six months in regard to this employee.

J. S. CONWAY

Acting Commissioner of Lighthouses.

- -

FWO-JHG October 16,1923

1. Returned to Commissioner.

2. The Bureau is advised that Mr.Lewis has tendered his resignation as Second Assistant Keeper of Execution Rocks Light Station, effective at the close of November 6,1923.

434

CFG C O P Y

75

DEPARTMENT OF COMMERCE

Lighthouse Service

Third District,
Execution Rocks,
October 6, 1923.

Supt. of Lighthouses:-

Reply to letter of October 2nd I do not see where I would of gaind any thing by trying to start the other engine as it would take tuenty minutes more to get up heat. I done the best I knew how to do.

Since I have been here, I have seen the fog hornes stoped in an heavy fog, longer time than I ever stoped them for repairs.

I had rather be on a light where a fog bell and oil lamp is used, if I could be transferred. I have nuthing more to say about the mater.

Yours respectfully,

(Signed) Leonard C. Lewis.

Keeper is away

75

FWO:CFG

October 2, 1923.

Leonard C. Lewis, 2nd Asst. Keeper,
Through the Keeper,
Execution Rocks Light Station,
64 Drake Avenue,
New Rochelle, N. Y.

B 10/3/23

VC Files

SUBJECT : Fog signal not in operation on the morning of September 22, 1923.

REFERENCE: Letter from this office dated September 25th, and your reply of September 29th, 1923.

1. It is noted that the fog and rain started at 5:00 A.M. and that the fog signal was not sounded until 5:45 A.M., it being explained that the delay was due to having carbon trouble with the torches and that you could not get up heat. You are advised that your explanation in the matter cannot be considered as satisfactory, since the station is equipped with two engines and also two heating torches so that in the event of trouble being experienced with one engine or one torch there is always a spare one available to place in operation and this spare equipment should have been placed in use on the morning of September 22nd, also, in any event when the fog signal was not started promptly when fog set in you should have called the keeper instead of waiting for him to discover the fact that the fog signal was not in operation. The fact that the fog signal was not placed in operation promptly on the morning of September 22nd is considered to be only due to neglect on your part.

2. You are hereby cautioned for your failure to have the fog signal in operation during fog on the morning of September 22, 1923 while you were on watch, and you are advised that a repitition of this daracter will make it necessary for this office to take drastic disciplinary action.

J. T. YATES,
Superintendent.

- -

FWO:CFG October 2, 1923.

Copy to Commissioner for information contained.

J. T. Yates

S ALL COMMUNICA
ADDRESS ALL C MUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IDENT OF LIGHTHOUSES
OCT
1923

75

THIRD DISTRICT

Execution Rocks Lt. Sta
(Station, Depot, or Vessel)

Sept 27, 1923

Superintendent Lighthouses
3rd District

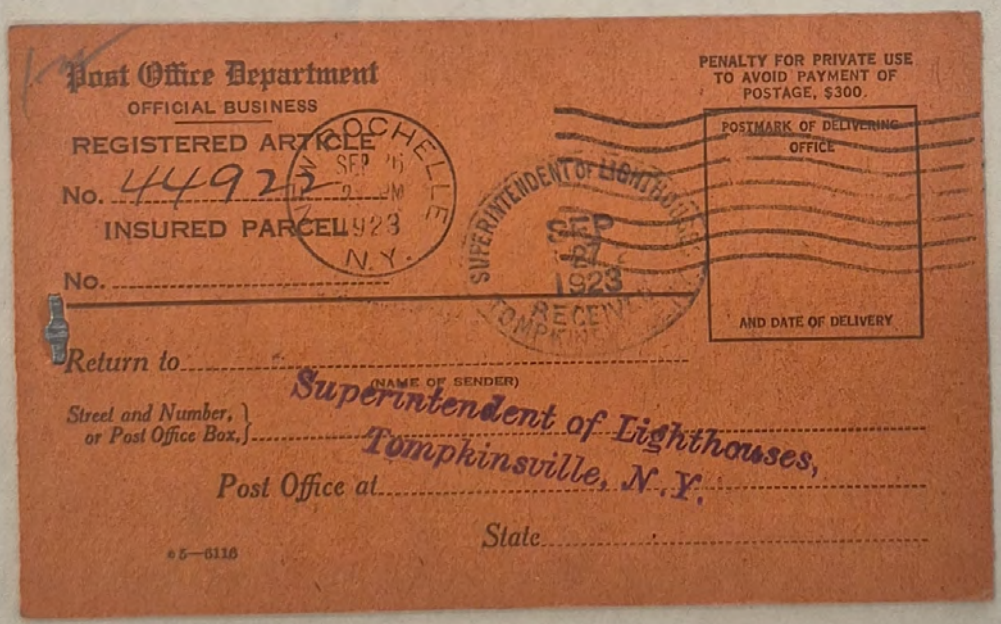
In reply to your letter of Sept. 25 will say I had carbon trouble with the torches and could not get up heat. Fog and rain started at 5 am and signal was sounded at 5-45 instead of 6-45 as stated in your letter.

Yours respectfully
Leonard C. Lewis
2nd Asst. Keeper

Daniel A. Sullivan.
Keeper.

(75) 9-28-23

Charges against Zak Lewis Execution Rocks L. S.



75

RECEIPT FOR REGISTERED ARTICLE No. 44922

Registered at the Post Office Indicated in Postmark Class postage 5¢

Complete record of registered mail is kept at the post office, but the sender should write the name of the addressee on back hereof as an identification. Preserve and submit this receipt in case of inquiry.

Postmark clearly, showing date and place.

POSTMASTER,

Per ✓

Form 3806. 05—6852

REGISTERED STATEN ISLAND N.Y. SEP 25 1942

Charges - L C Lewis

2 a.k. - Execution Packs

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

75

FWO-JHG

REGISTERED MAIL
RECEIPT REQUESTED

GENERAL DEPOT
OFFICE SUPERINTENDENT OF LIGHTHOUSES
3D DISTRICT, STATEN ISLAND, N.Y.

Leonard C. Lewis, 2nd Asst.Keeper,
Through the Keeper,
Execution Rocks Light Station,
64 Drake Ave., New Rochelle, N. Y.

Sept. 25,1923

SUBJECT: Charges.

1. You are hereby charged with neglect of duty in that on the morning of September 22,1923 while you were on watch, you failed to place the fog signal in operation promptly when fog set in, it appearing that it started to rain about 5:00 A.M. and fog shut in about 5:20 A.M., and the fog signal was not placed in operation until about 6:45 A.M.

2. You are directed to submit any statement you may desire to make, through official channels, within three days from the receipt of this letter. Any statement made must be couched in temperate language, free from countercharges, and confined to the point at issue.

3. If you desire to make no statement, you will so state in writing.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

75

REGISTERED MAIL
RECEIPT REQUESTED

FWO-JHG

Leonard C. Lewis, 2nd Asst.Keeper, Sept. 25,1923
Through the Keeper,
Execution Rocks Light Station,
64 Drake Ave., New Rochelle, N. Y.

SUBJECT: Charges.

1. You are hereby charged with neglect of duty in that on the morning of September 22,1923 while you were on watch, you failed to place the fog signal in operation promptly when fog set in, it appearing that it started to rain about 5:00 A.M. and fog shut in about 5:20 A.M., and the fog signal was not placed in operation until about 6:45 A.M.

2. You are directed to submit any statement you may desire to make, through official channels, within three days from the receipt of this letter. Any statement made must be couched in temperate language, free from countercharges, and confined to the point at issue.

3. If you desire to make no statement, you will so state in writing.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
SEP
P.M.

THIRD DISTRICT

Execution Rocks Lt. Sta
(Station, Depot, or Vessel)

September 22, 1923

To Superintendent of Lighthouses 3rd District.

I wish to report that on the morning of Sept. 22, 1923 I was awakened by the blowing of steamboat whistles. On looking out I found that there was a heavy rain and fog and this signal was not in opperation. This was at 5^30 A.M.

I proceded to the engine room and found 2nd Asst. L. C. Lewis who was on watch. I asked him what time it shut the points of observation in and he said that it started to rain about 5 A.M. and shut in thick about 20 minutes later.

This signal was in opperation at 6^45 A.M.

Lewis states that one of the heating torches gave trouble and delayed him from starting.

W. A. Sullivan.
Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

75

SUPERINTENDENT OF LIGHTHOUSES
SEP 20 1923
RECEIVED
STATEN ISLAND, N.Y.

THIRD DISTRICT

Greens Ledge L. Station
(Station, Depot, or Vessel)

Sept. 18th, 1923.

Dept of Light Houses 3rd District

In answer to letter of Sept 15th 1923. Concerning the probation period of Leonard C Lewis in the Light-House Service.

I wish to state that in my opinion he is competent to fill the position of 2nd Asst. Keeper.

Murray.
1st Asst.

See

938

75

75

FWO-JHG

Sept. 15, 1928

Thomas J. Murray, Keeper,
Execution Rocks Light Station,
64 Drake Avenue,
New Rochelle, N. Y.

SUBJECT: Probation of 2nd Asst. Keeper Leonard C. Lewis.

1. The probationary period of employment of Leonard C. Lewis, 2nd Assistant Keeper of Execution Rocks Light Station, will expire on October 15, 1928. Advise this office by return mail if his services have been satisfactory, and whether or not, in your opinion, he is a suitable and competent man to receive a permanent appointment in his present position. If you do not consider him competent, state fully in what respects he is incompetent.

J. T. YATES,

Superintendent

By: W. J. Lawton,
Chief Clerk

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

704

857

REQUEST

Execution Rocks, August 15, 1923.
(Station.)

Lighthouse Inspector, 3rd District:

I respectfully request that I be granted 1 days of shore liberty or leave, from Aug 14th 10 20 AM to Aug 15 10 20 AM, inclusive, 1923 I have had 24 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

(Name.) (P. O. Address.)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

(Street or R. D. Route.) (City.) (State.)

Forwarded. Approval recommended.
Proposed substitute is considered satisfactory and competent.

Thomas J Murray
Keeper in charge.

Leonard C. Lewis
(Applicant's signature.)

2ond. Asst. Keeper
(Title.)

AUTHORITY

Office of Inspector, 3rd District, Aug. 17, 1923, 191

The above application for shore liberty or leave is hereby approved for one days, from 10:20 A.M., Aug. 14 to 10:20 A.M. Aug. 15, inclusive, 1923.

Substitute need not be furnished during this absence.
(Insert "must" or "need not.")

J. T. Yates
~~Inspector~~, Supt. 3rd Lighthouse District.

FINAL REPORT

Absence begun: At 10 20 A M. Aug 14, 1923.
(State nearest hour.)

Returned to duty: At 10 20 A M. Aug 15, 1923.
(State nearest hour.)

Period of absence: 1 days.

Period charged: 1 days.

Certified correct and forwarded.

Thomas J Murray
Keeper in charge.

Leonard C. Lewis
(Applicant's signature.)

2ond Asst. Keeper
(Title.)

11—882

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
AUG 17 1923
RECEIVED
N.Y.

73

THIRD DISTRICT

Execution Rock, Light Station
(Station, Depot, or Vessel)

Aug 15, 1923

Sir

I wish to report the reason for the 24 hour absence, mentiond on form 76 as being due to weather conditions the wind blowing to hard for me to row back to station. I went ashor for mail and provisions.

Yours Respectfully
Leonard C. Lewis
2ond Asst. Keeper

Murray
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
JUN 29 1923
RECEIVED
COMPTROLLER N.Y.

55 04

(73) Resigned nov 6 1923

THIRD DISTRICT

Execution Rock Lt. Station
(Station, Depot, or Vessel)

June 27, 1923

Supt. of Light Houses 3rd District.

I respectfully request to be considered for transfer to the stations named in the event of a vacancy occuring at eather of them.

Stations	
Juniper Island	Keeper
Watch Hill	1 Asst. Keeper

Leonard C. Lewis
2 ond Asst. Keeper

Murray
Keeper

THIRD DISTRICT

Execution Rock Lt. Station
(Station, Depot, or Vessel)

June 27, 1923

Supt. of Light Houses 3rd District

I respectfully request to be considered for transfer to the stations named in the event of a vacancy occuring at either of them.

Stations
Juniper Island
Watch Hill

Keeper
1 Asst. Keeper

Leonard C. Lewis
2 ond Asst. Keeper

Murray
Keeper

Form 206 FILE No. 8

RECORD OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

5556

FWO-JHG

Exam. not taken resigned

75

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, 3rd DISTRICT,

PLACE Staten Island, N. Y.

DATE, April 24, 1923, 191

To the MEDICAL OFFICER IN CHARGE,
U. S. Public Health Service,
Bridgeport, Conn., or
Stapleton, N. Y.

SIR:

Please examine Leonard C. Lewis, 2nd Asst. Keeper, Execution Rocks Lt. Sta.

nativity, United States; age, 43; height, 5 feet, 11 inches;

weight 185 pounds; color of hair, gray; color of eyes, gray

distinguishing marks, Scar on right side of neck.

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully, J. T. Yates

Supt., 3d L. H. Dist. *Lighthouse Inspector.*

A

(Signature of applicant:)

(To be signed in the presence of the officer issuing this blank or witnessed by a designated employee of the Lighthouse Service.)

B

Witnessed by Keeper, Execution Rocks L.S.

U. S. PUBLIC HEALTH SERVICE

PLACE,

DATE, , 191

To LIGHTHOUSE INSPECTOR,

SIR: This certifies that I have this day examined the eyesight, hearing, and physical condition of , and find him physically { disqualified / qualified* } in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

He is disqualified for the reasons shown on page 3.

Surgeon, U. S. Public Health Service.

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5000

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



JHG

GENERAL DEPOT
OFFICE SUPERINTENDENT OF LIGHTHOUSES
3D DISTRICT, STATEN ISLAND, N.Y.

75

April 19,1923

Thomas J. Murray, ...Keeper,
Execution Rocks
.....Lt.Sta.
New Rochelle, N. Y.
.....

1. Furnish the information called for below in regard to Assistant Keeper. Leonard C. Lewis .....,and return this sheet to this office:-

2. Be careful to see that the information given is accurate.

Born in (Country or State) Shelburne Vermont.
Age 43 years
Height 5 feet 11 inches.
Weight 185 pounds.
Color of hair Gray
Color of eyes Gray
Distinguishing marks Scar on right side of neck
.....

J. T. YATES,
Superintendent.

0-0-0-

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

JHC

GENERAL DEPOT
OFFICE SUPERINTENDENT OF LIGHTHOUSES
3D DISTRICT, STATEN ISLAND, N.Y.

75

Leonard C. Lewis, 2nd Asst.Keeper,
Through the Keeper,
Execution Rocks Lt.Sta.

April 24,1923

COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

15

THIRD DISTRICT

SUPERINTENDENT OF LIGHTHOUSES
APR 18 1923
RECEIVED
TOMPKINSVILLE, N.Y.

Execution Rocks Lt Station
(Station, Depot, or Vessel)

April 16th, 1923

Supt. of Light Houses. 3rd District

I wish to report that Mr Leonard L Lewis reported for duty as 2nd Asst Keeper. at this Station at 1 PM on above date Also Mr James H Quirk 2nd Asst. Keeper left Station on above date and hour.

Murray
Keeper

Ve PS 4/28/23

E O D April 16-1923

Ltd PS 4/28/23

FWO-JHG

Leonard C. Lewis,
Shelburne,
Vermont

April 9,1923

SUBJECT: Position of 2nd Asst.Keeper at Execution Rocks Lt.Sta.
REFERENCE: Letters from this office dated April 3rd and 7th.

1. Transmitted herewith is Department letter dated April 6,1923 appointing you to the position of 2nd Assistant Keeper of Execution Rocks Light Station, and in accordance therewith you are hereby directed to report for duty at that station on April 16,1923. Transportation charges will be at your own expense. Show this letter to the keeper, which will be his authority for assigning you to duty. The Keeper's name and address is Thomas J. Murray, 64 Drake Avenue, New Rochelle, N. Y.

2. Please acknowledge receipt of this letter.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

- -

April 9,1923

1. Copy forwarded for his information to the keeper of Execution Rocks Light Station. Report to this office promptly by letter the date on which Lewis enters on duty as 2nd Asst.Keeper.

J. T. YATES
Superintendent

By: W. J. Lawton,
Chief Clerk

FWC-JHG

Leonard C. Lewis,
Shelburne,
Vermont

April 7,1923

SUBJECT: Position of 2nd Asst.Keeper at Execution Rocks Lt.Sta.
REFERENCE: Your letter April 5,1923.

1. You are advised the position of 2nd Asst.Keeper at Execution Rocks Light Station will be vacant on April 16,1923, and it is therefore necessary to fill the position on that date. You will be given definite orders at a later date in regard to reporting for duty. The Keeper of Execution Rocks Light Station is Thomas J.Murray, 64 Drake Ave., New Rochelle, N. Y. If you will write to him direct, he will give you full instructions as to how to reach the station.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
1923 APR 6 PM 3 49

April 6, 1923.

Mr. Leonard C. Lewis,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Eighty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. _____) issued by the Assistant Secretary, Second Civil Service District.

By direction of the Secretary:

Respectfully,

3rd.
C
C

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: James H. Quirk.

Legal Residence: Vermont.

(See reverse side.)

11—6080

Shelburne Vt. Apr. 5, 1923

Joseph J. Yates,
Supt. Lighthouses 3rd Dist.
Staten Island N.Y.

SUPERINTENDENT OF LIGHTHOUSES
APR
1923

Dear Sir:

In reply to your letter of Apr. 3 Will say I can report for duty Apr. 16 Wish you would extend me a little more time if I am appointed, also what route will I take to meet the Lighthouse Keeper.

Please answer as quick as possible.

Yours respectfully
Leonard B. Lewis

Form 73

NOM[redacted]

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FTO-J&S

OFFICE OF LIGHTHOUSE INSPECTOR, 3rd DISTRICT,

Staten Island, N. Y. (City.) April 3,1923 (Date.), 191

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, (Thr. Sec'y 2nd C. S. Dist.) Probationary appointment.

Name, Leonard C. Lewis

Legal residence, Vermont

Position, Keeper

Salary, $780.00 p.a.

Location, Execution Rocks Lt. Sta., N.Y.

Appropriation, Salaries, Keepers of Lighthouses

Effective April 16,1923 {the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

Rank on eligible list, 3 Rating, Keeper Percentage, 82.0 , Other eligibles considered:

Patrick E.O'Boyle C. Stanley Urlan C.

Previous incumbent, James H. Quirk Services terminated, April 15,1923

Reason, Resigned

Members of family in Government Service, None.

Remarks: Quarters are not provided for families of keepers at this station. No employee of District desired transfer to this position. Nos.1, 2 and 3 on eligible list will accept appointment only at stations where family quarters are provided.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 191

J. T. Yates

Secretary, *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

VC 4/28/23

Mess

[1] Strike out the clause which does not apply.

11—2314

Form 73 NOM[illegible]

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

P&O-JEP

OFFICE OF LIGHTHOUSE INSPECTOR, 3rd DISTRICT,

Staten Island, N. Y. (City.) April 3, 1923 (Date.), 191

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended; (Per Sec'y 2nd C. S. Dist.) Probationary appointment.

Name, Leonard C. Lewis

Legal residence, Vermont

Position, Keeper

Salary, $780.00 p.a.

Location, Execution Rocks Lt. Sta., N.Y.

Appropriation, Salaries, Keepers of Lighthouses

Effective April 16, 1923 {the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

Rank on eligible list, 2 Rating, Keeper Percentage, 82.0, Other eligibles considered:

Patrick E.O'Boyle C. Stanley Urlen C.

Previous incumbent, James H. Quirk Services terminated, April 15, 1923

Reason, Resigned

Members of family in Government Service, None.

Remarks: Quarters are not provided for families of keepers at this station. No employee of District desired transfer to this position. Nos.1, 2 and 3 on eligible list will accept appointment only at stations where family quarters are provided.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 191

J. T. Yates

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

V C 8/4/1923

Yates

1 Strike out the clause which does not apply.

11—2314

FWO-JHG

Leonard C. Lewis,
Shelburne,
Vermont.

April 3,1923

SUBJECT: Position of 2nd Asst.Keeper at Execution Rocks Lt Sta.
REFERENCE: Your letter dated April 4th, received April 3rd.

1. Referring to your letter dated April 4th (received at this office April 3rd) stating you were willing to accept the position of 2nd Assistant Keeper of Execution Rocks Lt.Sta.; you are advised you have to-day been nominated for appointment to this position, and in accordance therewith are hereby directed to hold yourself in readiness to report for duty as soon as definite orders are sent you. Should you be appointed to this position your services will probably be required about April 16,1923. There are three keepers at this station.

2. Please acknowledge receipt of this letter.

J. T. YATES

Superintendent

By: W. J. Lawton,
Chief Clerk

Leonard C. Lewis

Leonard C. Lewis

LEGAL RESIDENCE

Vermont

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Keeper Prob. Executive, Pocket N.Y.	780.	L.H.	April 16. 1923
RESIGNED CLOSE OF Nov. 6, 1923.			

Form A—16

GOVERNMENT PRINTING OFFICE

Form 73

NOMINATION

CHIEF CLERK

555

FWO-JHG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1923 APR 5 PM 4 26

U. S. C. S. DIST. APR 4 1923

OFFICE OF LIGHTHOUSE INSPECTOR, 3rd DISTRICT,

Staten Island, N. Y., April 3, 1923, 191
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

LIGHTHOUSES

1923 APR 5 AM 9 15

(Thr. Sec'y 2nd C. S. Dist.)
Action recommended, Probationary appointment.

Name, Leonard C. Lewis — Legal residence, Vermont

Position, Keeper — Salary, $780.00 p.a.

Location, Execution Rocks Lt. Sta., N.Y. — Appropriation, Salaries, Keepers of Lighthouses

Effective April 16, 1923 — {date of entrance on duty, or as soon thereafter as he enters on duty.

DEPARTMENT OF COMMERCE APR 6 1923 APPOINTMENT DIVISION

Former position, — Former salary,

Location,

Rank on eligible list, 3 — Rating, Keeper Percentage, 82.0, Other eligibles considered:
Patrick E. O'Boyle C. — Stanley Urlan C.

Previous incumbent, James H. Quirk — Services terminated, April 15, 1923

Reason, Resigned

Members of family in Government Service, None.

Remarks: Quarters are not provided for families of keepers at this station. No employee of District desired transfer to this position. Nos. 1, 2 and 3 on eligible list will accept appointment only at stations where family quarters are provided.

Selection regular, subject to the action of the
U. S. Civil Service Commission, April 4, 1923

APPOINTMENT DIVISION APR 6 1923 DEPARTMENT OF COMMERCE

4/6/23.

G. A. Parker
Assistant Secretary, second Civil Service District.

J. F. Yates

BUREAU OF LIGHTHOUSES
WASHINGTON

APR 5 - 1923

Submitted to the Secretary of Commerce, approved.

H. B. BOWERMAN
Acting Commissioner of Lighthouses.

RJ

1 Strike out the clause which does not apply.

11—2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

April 6, 1923.

Mr. Leonard C. Lewis,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Eighty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. .....) issued by the Assistant Secretary, Second Civil Service District.

By direction of the Secretary:

Respectfully,

APPOINTMENT DIVISION ENTERED APR 6 - 1923 ON JOURNAL DEPARTMENT OF COMMERCE

APR 6 '23

(SIGNED) CLIFFORD HASTINGS

3rd.
C
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: James H. Quirk.

Legal Residence: Vermont.

(See reverse side.)

U. S. REPORT DATE ENTERED

CARDED

11—6980

LIGHTHOUSES

Form 111

ps.

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

1923 APR 30 AM 8 40

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE MAY 2 1923 APPOINTMENT DIVISION.

CHIEF CLERK

4

1923 APR 30 PM 3 46

I, Leonard C. Lewis,

do solemnly [1] swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So HELP ME GOD.

Leonard C. Lewis

(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 24th day of April, A. D. 1923

(Affix official seal here)

[4] (Name) Hermann Janovsky

(Official title) Notary Public

My commission expires March 1924

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$780.00 p.a.	Execution Rocks Lt.Sta., N. Y.
Former [5]		

(The above should be filled in by the district officer before sending to appointee)

Office of Superintendent of Lighthouses, 3rd District

Staten Island, N. Y. (Address), April 28-1923 (Date)

The above-named appointee entered upon duty on April 16-1923 (Date)

J. F. Gaines

(Signature and title) Supt. of Lighthouses, 3rd Dist.

[1] Insert here "swear" or "affirm," as the case may be.

[2] Insert here "sworn to" or "affirmed," as the case may be.

[3] The oath may be taken any time on or after the effective date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a superintendent of lighthouses or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of superintendent of lighthouses and other employees in the Lighthouse Service designated by them, who are not required to have a seal.

[5] Give this information in all cases where new oath is required.

Failure to fill out this oath properly will result in its return for correction.

11—944

U. S. REPORT DATE ENTERED

CHIEF CLERK

1923 MAY 1 PM 4 28

Form SS-73 P.

DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE MAY 28 1923 RECEIVED MAY 31 1923 APPOINTMENT DIV.

LIGHTHOUSES 8 33

PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee: Leonard C. Lewis

2. Position to which appointed: Keeper

3. Bureau or Service: Lighthouse Service, District: 3rd

4. Place of duty: Execution Rocks Lt.Sta., N.Y.
(City, town, station, or vessel.)

5. Salary: $780.00 p.a.

6. Appropriation from which paid: Salaries, Keepers of Lighthouses

7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———." stating Department, Bureau or Service, position, and salary, if known).

From examination for keepers, Feb. 23, 1923.

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)

Mr. Leonard Carlile Lewis

2. How do you intend to write your name on the pay roll? (This should agree with signature to your oath of office.)

Leonard C. Lewis

3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)

Vermont (State or Territory.) Chittenden (County.) Shelburne (City or town.) 1st (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

5. What is your race? (Answer "white," "colored," or "Mongolian.") White

11—6922

6. Where were you born? Shelburne Vermont

7. When were you born? April 21 1880
(Month.) (Day.) (Year.)

8. If foreign born, state when and where naturalization papers were taken out

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Single

10. Give name and address of person whom you would like to have notified in case of accident. Dorset St
Mrs. Fred N. Lewis Shelburne Vermont R.F.D.#1.
(Name.) (Number and street.)

(City or town.) (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
		Position		
		Department or office		
		Position		
		Department or office		
		Position		
		Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") No If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.) Corrected by Glasses

13. Do you hold any State or municipal office? (Answer "yes" or "no.") No If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") Yes If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or service.	Position.	Salary.	Appointed.	Separated.
Sheet Metal Dept. Building #74	Navy Yard Portsmouth N.H	Sheet Metal Worker	$5.36 per day	Oct 15 1917	Aug 15. 1919

[Navy Yard Portsmouth N.H]
As to appointment and Separation. Havent my books account with me.

11—6922

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") No. If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

Farming

19. What education have you received? (State the grades of schools you have attended, and, if you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1910; Columbia University, LL. B., 1913.)

Public school.

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

Plumber

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

Fall of 1917 Oct. 1st.
Sheet Metal Work Portsmouth N.H. Navy Yard
Keepers — 2/23/23

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes If not, state the name and address of the person who wrote them for you.

Date, Apr. 12, 1923

Witness (in case signature is by mark):

(Signature) Leonard G. Lewis

(Present address) Dorset St. (Number and street.)

Shelburne (City or town.) Vt. (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded April 28, 1923

(Signature) J. T. Yates

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO

EK
Inclosure.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

5 CHIEF CLERK
23 OCT 10 AM 9 20

October 8, 1923.

Subject: Copy 3d Supt's. letter, Oct. 2, 1923, cautioning Leonard C. Lewis, 2d Asst. Kpr., Execution Rocks L.S.

DEPARTMENT OF COMMERCE
OCT 10 1923
APPOINTMENT DIVISION.

Submitted to the Secretary of Commerce for his information. The Third Superintendent has been instructed to submit further report in this case at the end of six months.

J. S. CONWAY
Acting Commissioner of Lighthouses.

ed as satisfactory, since the [illegible] gines and also two heating torches so that in the event of trouble being experienced with one engine or one torch there is always a spare one available to place in operation and this spare equipment should have been placed in use on the morning of September 22nd, also, in any event when the fog signal was not started promptly when fog set in you should have called the keeper instead of waiting for him to discover the fact that the fog signal was not in operation. The fact that the fog signal was not placed in operation promptly on the morning of September 22nd is considered to be only due to neglect on your part.

2. You are hereby cautioned for your failure to have the fog signal in operation during fog on the morning of September 22, 1923 while you were on watch, and you are advised that a repitition of this character will make it necessary for this office to take drastic disciplinary action.

J. T. YATES,
Superintendent.

Hydro.
Engr. Corps.
Mar. Engr.
Personnel.
Accounts.
Contracts.
Chf. Clk.
Dep. Chief.
Comr.

FWO:CFG

October 2, 1923.

Copy to Commissioner for information contained.

Dept 3d made [illegible] @ end 6 mos. Rocks

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1923 OCT 4 AM 8 43

GENERAL DEPOT
OFFICE SUPERINTENDENT OF LIGHTHOUSES
3D DISTRICT, STATEN ISLAND, N.Y.

FWO:CFG

October 2, 1923.

Leonard C. Lewis, 2nd Asst. Keeper,
Through the Keeper,
Execution Rocks Light Station,
64 Drake Avenue,
New Rochelle, N. Y.

SUBJECT : Fog signal not in operation on the morning of September 22, 1923.

REFERENCE: Letter from this office dated September 25th, and your reply of September 29th, 1923.

1. It is noted that the fog and rain started at 5:00 A.M. and that the fog signal was not sounded until 5:45 A.M., it being explained that the delay was due to having carbon trouble with the torches and that you could not get up heat. You are advised that your explanation in the matter cannot be considered as satisfactory, since the station is equipped with two engines and also two heating torches so that in the event of trouble being experienced with one engine or one torch there is always a spare one available to place in operation and this spare equipment should have been placed in use on the morning of September 22nd, also, in any event when the fog signal was not started promptly when fog set in you should have called the keeper instead of waiting for him to discover the fact that the fog signal was not in operation. The fact that the fog signal was not placed in operation promptly on the morning of September 22nd is considered to be only due to neglect on your part.

2. You are hereby cautioned for your failure to have the fog signal in operation during fog on the morning of September 22, 1923 while you were on watch, and you are advised that a repitition of this daracter will make it necessary for this office to take drastic disciplinary action.

J. T. YATES,
Superintendent.

Hydrs.
Engr. Corps.
Mar. Engr.
Personnel.
Accounts.
Contracts.
Chf. Clk.
Dep. Chmn.
Comr.

- -

FWO:CFG October 2, 1923.

Copy to Commissioner for information contained.

Dept 3d make [illegible] @ end 6 mos Reports

J. T. Yates

1923 OCT 15 AM 8 46
LIGHTHOUSES

Form 93

NOTICE OF RESIGNATION OR DEATH

1923 OCT 15 AM 8 46

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FWO-JHG

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Staten Island, N.Y., Oct.13,1923 , 19

COMMISSIONER OF LIGHTHOUSES:

CHIEF CLERK

Herewith is transmitted the resignation of the following-named employee:

1923 OCT 16 AM 11 11

Name, Leonard C. Lewis Position, Keeper

Legal residence, Vermont Station, Execution Rocks Lt.Sta.,N.Y.

Salary, $780.00 per annum

DEPARTMENT OF COMMERCE OCT 16 1923 APPOINTMENT DIVISION

The acceptance of this resignation is recommended effective at the close of Nov.6,1923

This employee has not taken leave in excess of the accrued rate.

APPOINTMENT DIVISION RECEIVED OCT 17 1923 DEPARTMENT OF COMMERCE

Remarks:

For and in the absence of the Supt.

10-18-23.

1st Asst.Supt.

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 15 1923

Submitted to the Secretary of Commerce, approved.

11—4023

J. S. CONWAY

Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
STATEN ISLAND, N.Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1923 OCT 15 AM 8 46

THIRD DISTRICT

Execution Rock
(Station, Depot, or Vessel)

Oct. 12, 1923

Supt. Lighthouses 3rd. District

Subject Resignation

I respectfully wish to resign. Resignation to take effect Nov. 6, 1923. Reason for resigning have better position on shore.

Yours Respectfully
Leonard C. Lewis
2nd. Asst. Kpr.

Daniel A. Sullivan.
Keeper.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 16, 1923.

Mr. Leonard C. Lewis,
Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the bureau, to take effect at the close of business on November 6, 1923.

Bureau..... Lighthouse Service.
Station..... Execution Rocks Light Station, N. Y.
Position..... Keeper.
Salary..... $780 per annum.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C
G
3d

OCT 17 1923

5-27 REPORT DATE ENTERED

CARDED

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Lewis, Leonard C. POSITION Keeper

BUREAU BUREAU OF LIGHTHOUSES STATION 3rd Dist

CIRCULAR #11----9/15/23

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt. per annum to be Added	Subtracted
780	240	1020	CR	164.25	1184.25	LHS	3	1260	yes	60	

CIRCULAR #13----11/13/23

approved $1320

GRADE RECOMMENDED 6

RANGE OF COMPENSATION RECOMMENDED FROM $1320 TO $1560

16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:

Kind of equipment None.; annual cost, $

17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)

(a) Elementary school; years ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7 ☐8

(b) High school; years ☐1 ☐2 ☐3 ☐4

(c) Business school; years ☐½ ☐1 ☐1½ ☐2 ☐2½ ☐3

(d) College: Name ; years ☐1 ☐2 ☐3 ☐4

(e) Post graduate work: Kind ; years ☐1 ☐2 ☐3

(f) Correspondence courses: Kind ; number of lessons ; number completed

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.)

	Percentage of total time given to each task
Assisting in operating illuminating apparatus and fog signal engines; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs.	100
18a. Not specified; stand watches; work equally divided; average 6 or less hours per day; Sundays, operation of light and fog signal engines.	

CLASSIFICATION BOARD FORM NO. 1
(Filled out in accordance with detailed instruction sheet, Form No. 2)

Sheet No. 44

2—12758

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

1. Lewis (Surname) Leonard (Given name) C. (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station 3rd Lighthouse District
   (b) Subdivision Execution Rocks Lt. Sta.
   (c) City or town New Rochelle State N. Y.
6. Pay-roll title Keeper
7. Customary office title 2nd Assistant Keeper

8. (a) Number of regular working hours of the position, per day see 18a; per week 7 days
   (b) If this is not a full-time position, state percentage of time employed per day ---; midnight or midnight to sunrise.
   (c) If night work, wholly or in part, state the hours: From sunset to midnight m. to midnight to sunrise m.
9. If this is not an all-year-round position, state approximate number of days employed each year ---
   During what months ---
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ---
11. Present rate of pay, exclusive of bonus $ 780.00 per annum; bonus, $ 240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ --- per ---; bonus, $ --- per annum.
13. If the employee receives overtime pay, state the rate ---
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses.
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☐ Fuel; ☐ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum Subsistence $240.00 per annum
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment None.; annual cost, $ ---
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ---; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind ---; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ---; number of lessons ---; number completed ---
18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.)

	Percentage of total time given to each task
Assisting in operating illuminating apparatus and fog signal engines; keep apparatus clean and in efficient working order; care for buildings, keep them clean and in order, including painting and minor repairs.	100
18a. Not specified; stand watches; work equally divided; average 8 or less hours per day; Sundays, operation of light and fog signal engines.	

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.)

Works under the supervision of the Keeper.

20. Do the duties involve direction or supervision of the work of other employees? No.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? 2 months.

22. I hereby certify that to the best of my knowledge and belief the answers to the foregoing questions are correct.

JUN 20 1923, 1923. J. T. Yates Superintendent.
(Date) (Signature of Preparing Officer) (Title)

23. I have read the foregoing and I agree to it except as follows:

Impracticable to obtain signature on account of delay that would be involved.

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy		X	
Initiative (originality and resourcefulness)	X		
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)		X	

Educational Training	Essential	Desirable But Not Essential
College		
High School	X	
Common School		

Technical Education: If essential, kind and extent

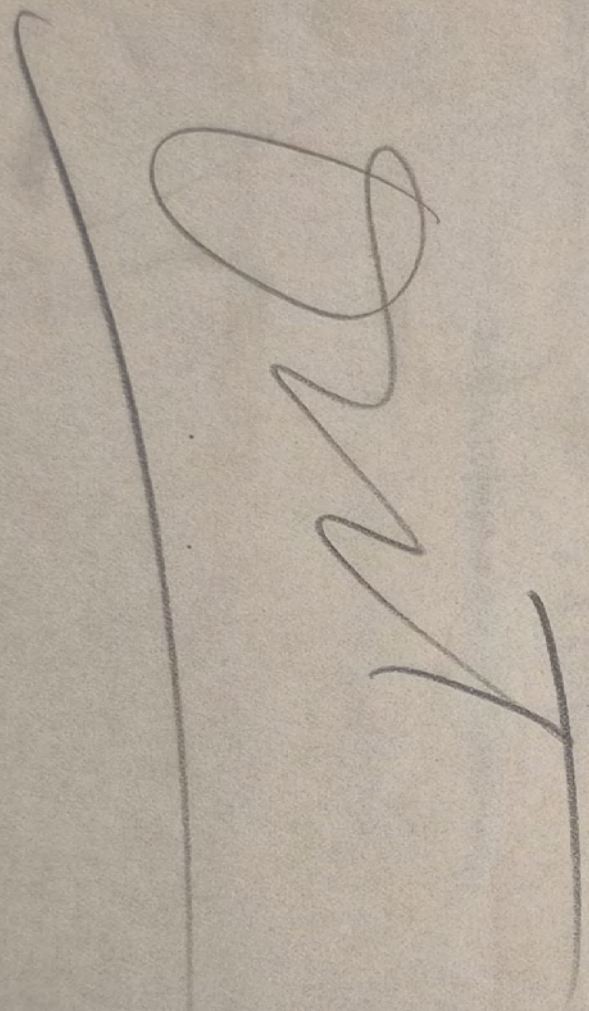
Experience: If essential, kind and extent Lighthouse apparatus, boating, gasolene engines, oil engines, painting

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 1260 to $ 1380.

JUN 20 1923, 1923. J. T. Yates Superintendent.
(Date) (Signature of head of field office or station) (Title)

GOVERNMENT PRINTING OFFICE 2—12758

LEONARD C. LEWIS.



LEONARD C. LEWIS.

EK
Inclosure.

October 8, 1923.

Subject: Copy 3d Supt's. letter, Oct. 2, 1923, cautioning Leonard C. Lewis, 2d Asst. Kpr., Execution Rocks L.S.

copy not retained in Bureau.

Submitted to the Secretary of Commerce for his information. The Third Superintendent has been instructed to submit further report in this case at the end of six months.

J. S. CONWAY

Acting Commissioner of Lighthouses.

8

RX

October 8, 1923.

Superintendent of Lighthouses, Staten Island, N. Y.

1. Referring to letter of caution, dated October 2, 1923, addressed to Leonard C. Lewis, 2d Asstis Kant Keeper, Execution Rocks Light Station; copy not retained in Bureau

2. You are requested to submit further report at the end of six months in regard to this employee.

J. S. CONWAY

J. S. CONWAY

Acting Commissioner of Lighthouses.

AND FILE NO

EK

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

OCT 10 1923 TO RECEIVE

October 8, 1923.

LIGHTHOUSES

Superintendent of Lighthouses, Staten Island, N. Y.

1923 OCT 17 AM 8 57

1. Referring to letter of caution, dated October 2, 1923, addressed to Leonard C. Lewis, 2d Asstis Kant Keeper, Execution Rocks Light Station:

2. You are requested to submit further report at the end of six months in regard to this employee.

(Signed) J. S. CONWAY

Acting Commissioner of Lighthouses.

FILE

Hydro.
Engr. Cons.
Mar. Engr.
Personnel
Accounts.
Contracts.
Chf. Clk.
Supt. Lgthr.
Comr.

Resignation to Supt. Lights this date

To Dept. 11 cents

- - - -