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

Date: 2026 JUN 15 15.60
06/12/2026

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
Millis, John, H.		1840 DE

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:
1934

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 (DE/NJ) 4th District		
From: 1891	To: 1918	
(Agency & Location)		
From:	To:	
(Agency & Location)		
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:
C-0007627329

CMRS Search Request Number(s):
Sent to anc search 6/17

Attendant Signature:

Remarks:
'26 JUN 24 PM 1:22:01

SCREENING NOTES

- ☑ Reviewed and Nothing Removed CMM
- ☐ Items Removed and User Informed

Hold Requested:
- ☐ Yes
- ☐ No

Total Requests:

Screened Items:

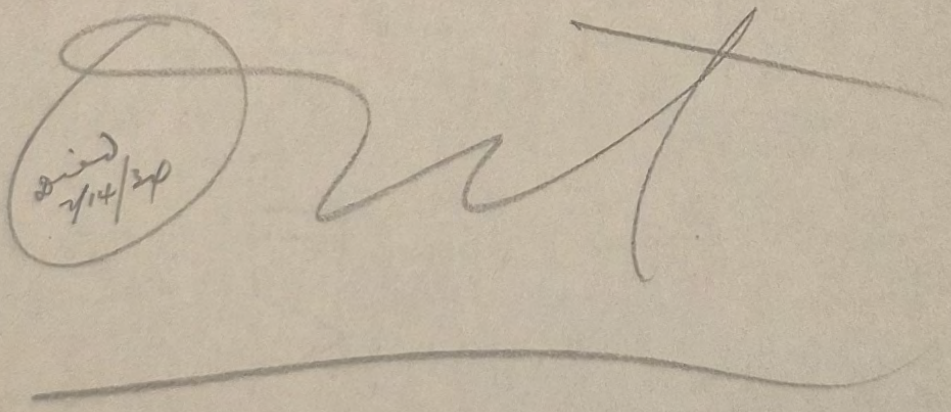
- ☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

MILLIS, JOHN H.

MILLIS, JOHN H.



Department of Commerce and Labor
LIGHTHOUSE SERVICE

BUREAU OF LIGHTHOUSES
MAR 8 1912
DEPT OF COMMERCE AND LABOR
OFFICE OF INSPECTOR, 4TH DISTRICT
PHILADELPHIA, PA.

CGW/G. #366.
John H. Millis--Claim of
R. Levy & Sons.

March 7, 1912.

The Commissioner of Lighthouses,

Washington, D. C.

Sir:

1. I have the honor to return herewith a letter dated February 20, 1912 inviting the Bureau's attention to an unpaid account contracted by Mr. John H. Millis, Keeper, Horseshoe Range West Group Lightstation; endorsed to this office by the Bureau on February 21, 1912, and to report thereon as follows:

2. An investigation by this office develops the fact that Mrs. John H. Millis has carried an installment account with the above named firm since December 10, 1907, and that there remains on the books of the firm, as due them from her, the sum of $34.48.

3. Upon inquiry, it appears that Mr. John H. Millis was not aware of the account, upon which payments had been made from time to time by Mrs. Millis, without her husband's knowledge. Conferences between the Keeper, his wife, a representative of Levy & Sons, and a representative from this office, reduced the amount due to $31.78, which amount Mr. Millis has agreed to pay at the rate of $4 per month, until settled in full. This arrangement has been accepted by Messrs. Levy & Son and a copy of a letter addressed to the Inspector under date of March 6, 1912 accepting settlement on this basis is respectfully enclosed

for the Bureau's consideration.

4. I recommend that no further action be taken in this matter.

Respectfully,

J. Klout

Inspector, 4th L. H. Dist.

#726 Arch Street,

Philada., Pa., March 6, 1912.



The Lighthouse Inspector,

Room #427, P.O.Bldg., Philada., Pa.

Sir:-

Relative to the matter of John H. Millis, which was referred to this Department, the same has been satisfactorily adjusted, and Mrs. Hettie Millis makes an agreement to pay the sum of $4.00 per month till the account is settled in full. This arrangement, if met, is entirely satisfactory to us.

Respectfully,

R. LEVY & SONS,

Per J. Ross Cramer
Manager.

EVENING UNTIL 10 P. M.

CREDIT DEPARTMENT

Raphael Levy & Sons

726 ARCH STREET

PHILADELPHIA,

DEPT OF COMMERCE AND LABOR
BUREAU OF LIGHT-HOUSES
MAR 8 1912
2/20/12.
DEPT OF COMMERCE AND LABOR
LIGHT HOUSE INSPECTOR,
FOURTH DISTRICT.
FEB 29 1912
RECEIVED

Department of Commerce & Labor,

Bureau of Light-houses

Washington.

Gentlemen:-

We would ask your kind indulgence relative to a matter pertaining to the collection of a bill amounting to $34.48, for merchandise which was obtained by Mr. John Millis, who is serving as light-house keeper at Horseshow Range, Delaware River.

We have used every means to obtain the collection, but so far have been unsuccessful. We have advised this gentleman repeatedly of the debt and we receive no response whatsoever, and would ask if you would kindly bring this matter to his notice and perhaps the influence would be such that it would cause him to take some action relative to the settlement of the account.

Thanking you in advance for any favor you may show us in this matter, and assuring you of our pleasure in reciprocating should it ever be in our power to do so, we beg to remain,

Yours very truly,

R. LEVY & SONS,

Dict. R. K. C.

Department of Commerce and Labor
Bureau of Light-Houses
Washington
Feb-21-'12
Respectfully referred to the Inspector of the 4th Light-House District for his information, proper action, and return with a report.

Commissioner.

Form 73 **ORIGINAL APPOINTMENT, PROMOTION, OR TRANSFER OF APPOINTEE**

BUREAU OF LIGHTHOUSES JUN 5 1912 DEPT OF COMMERCE AND LABOR

GCW-HFM

Department of Commerce and Labor
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT,

Philadelphia, Pa., May 31st 1912.

THE COMMISSIONER OF LIGHTHOUSES:

The following recommendation is submitted:

Action proposed, Re-appointment

Name, John H. Millis, Legal residence, Pennsylvania

Position, Keeper Salary, $552. p.a.

Location, Horseshoe Range West Group Light-Station, Penna.

Effective July 1,1912, or as/ soon thereafter as he enters on duty.

Former position, Keeper Former salary, $46. p.m.

Location, Horseshoe Range West Group Light-Station, Penna.

Rank in list of eligibles, x x x Rating, x x x Percentage, x x x

Other eligibles considered, x x x

Letters of declination inclosed, x x x

Previous incumbent, S e l f Services terminated, June 30, 1912.

Reason, See Bureau circular of 23 May 12.

Remarks: Readjustment of pay to a yearly basis, divisible into 12 monthly installments of even dollars. To be paid from "Salaries of Keepers of Lighthouses, 1913."

T. J. ROUT.

Department of Commerce and Labor
BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 21 1912

Respectfully submitted to the Secretary of Commerce and Labor, approved.

11—2314

~~Acting~~ Commissioner

GENERAL APPOINTMENT

Department of Commerce and Labor
APPOINTMENT DIVISION
Washington

July 1, 1912.

Mr. John H. Millis,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of Five Hundred and Fifty-two dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

(By change from $46 per month.)

6613
8-1-12
EB

By direction of the Secretary:

Respectfully,

F
D

(SIGNED) GEO. W. LEADLEY,
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice:

Legal Residence:

11—3692

Form 73
GCW/C

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT,

Philadelphia, Pa., April 17th, 1914.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer, reduction and appointment.

Name, John H. Millis, Legal residence, Pennsylvania.

Position, Keeper. Salary, $516.00 per annum.

Location, Delaware Breakwater Rge. Rear Lt.Sta., Del. Appropriation, "Salaries of Keepers of Lighthouses."

Effective May 1, 1914. ~~the date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper. Former salary, $552.00 per annum.

Location, Horseshoe Range West Group Light Station, Pennsylvania.

Rank on eligible list, ---- Rating, ---- Percentage, ------, Other eligibles considered:

Previous incumbent, Samuel S. Baker Services terminated, April 30, 1914.

Reason, Resigned.

Relatives in Government Service, -----

Remarks: This recommendation is made in accordance with Mr. Millis' request; his signed statement being attached hereto. The approval of the recommendation will not be in violation of Section 2 of Civil Service Rule 1.

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

T. J. Rout.

Secretary, Civil Service District.

Inclosure

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

APR 18 1914

Acting Commissioner

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

11—2314

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
APR 23 1914
HOUSES

April 20, 1914.

Mr. John H. Millis,
Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

~~Keeper~~

in the ~~Lighthouse Service~~

at a salary of ~~Five Hundred and Sixteen~~ dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

(By transfer from keeper at $552 per annum.)

By direction of the Secretary:

Respectfully,

(SIGNED) GEO. W. LEADLEY.

Chief of Appointment Division.

M
C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Samuel S. Baker.

Legal Residence: Pennsylvania.

11—3692

APR 23 1914

ED D May 1, 1914.

Department of Commerce and Labor

EFFICIENCY REPORT

LIGHT HOUSE BOARD
JUN 7 1909
10

(Read the instructions on the reverse side of this Form before attempting to fill it out.)

1. Bureau Light-House Service
2. Where employed Horseshoe Range West Group L.H., Penna.
3. Name Millis, John H.
4. Where born Delaware
5. Age 68
6. Position Keeper
7. Compensation $46 p.m.
8. When appointed (*a*) About May 1, 1891
9. How appointed (*b*) Before classification
10. Appointed from
    - State Delaware
    - Congressional District 1st & At large.
    - County Sussex
11. Status under Civil Service Rules (*c*) Classified competitive
12. Is the employee an honorably discharged soldier or sailor? Yes
13. Other Government service None 1st Regt. Del.Vol., April [illegible], 1861 to Aug. 1861.
14. Duties (describe fully) In charge of Government property, exhibition of lights, care of apparatus, dwelling and site, minor repairs.
15. Efficiency
    - Quantity of work (*d*) 10/10
    - Quality of work (*e*) Good
    - Interest manifested in work (*f*) Good
16. Is this employee fully earning the salary he is now receiving? Yes
17. Remarks (*g*) ———

H. H. Bingham
Commander, U. S. Navy,
Inspector.
Head of Bureau or Office.

JUN 4 1909, 19

11—3005

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

EFFICIENCY REPORT MAY 1 - 1911

(The parenthetical letters refer to instructions on page 3, which instructions should be read and understood before attempting to fill out the form.)

1. Name Willis, John H. 2. Age 70 (Last birthday.)

3. Bureau Light-Houses, 4. Position Keeper

5. Compensation $46. p.m. 6. Where employed Horseshoe Range West Group L.H., Pa.

7. When appointed (*a*) May 1, 1891 8. How appointed (*b*) Prior to classification

9. Status under Civil Service Rules (*c*) Classified competitive

10. Is the employee an honorably discharged soldier or sailor? Yes

11. Does the employee receive a pension? Yes If so, state the amount $15. p.m.

12. Other Government service None

13. Duties (describe fully) In charge of Government property, exhibition of lights, care of apparatus, dwelling and site, minor repairs.

14. Has the employee special qualifications? No If so, state them

15. Efficiency (*d*):

	Averages.	Relative weights.	Products of averages multiplied by weights.	
Quantity of work	80	2	160	
Quality of work	85	3	255	
Interest manifested in work (see also Question 17)	85	3	255	
Attendance	——	xx	——	
Total		8 xxx	670	
Average percentage			83	75

11—4259

16. In the following form state the number of days of annual leave, sick leave, and leave without pay taken in each of the years 1908, 1909, and 1910:

1908.			1909.			1910.		
Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.
—	—	—	—	—	—	—	—	—

17. Is this employee a purely routine employee, or does he manifest interest, not only in his own work but also in the work of the office or bureau as a whole, to the extent of overtime work or voluntary efforts by suggestion or otherwise to add to its efficiency? (Answer fully.) .....

Interest satisfactory. Efficiency normal, or nearly so.

18. On the basis of efficiency alone, is this employee overpaid or underpaid as compared with others in your office engaged on the same grade of work, or is his salary a fair equivalent for the service rendered? (Answer fully.) Salary is earned.

..... If the present salary is above or below a fair equivalent, state what, in your opinion, it should be. .....

19. Is this employee superannuated? No If so, what percentage of salary is unearned? .....

20. Remarks: (*e*) .....

The official who is primarily responsible for the statements herein submitted will sign here—

.....

Commander, U. S. Navy, Inspector.

The official who approves the statements thus submitted will sign here—

.....

.....

Chief of Bureau or Office.

ADDRESS ALL COMMUNICATIONS TO
Superintendent 4th Lighthouse District
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE No.

LIGHT HOUSES JAN 18 1919

JAH

JAN 18 1919 3 41 P

OFFICE OF INSPECTOR, 4TH DISTRICT
PHILADELPHIA, PA.

Engr. Corps.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Commr.

CARDED

January 17, 1919.

Commissioner of Lighthouses, Washington.

SUBJECT: Discontinuance of position and services of keeper of Delaware Breakwater Range Rear Light Station, Delaware.

REFERENCE: Department letter of December 12, 1918.

1. The Bureau is informed that Delaware Breakwater Range Rear Light Station, Delaware, was discontinued January 15, 1919. The position of keeper was therefore discontinued on that date.

2. In view of the foregoing, the services of Mr. John H. Millis as keeper of Delaware Breakwater Range Rear Light Station, Delaware, at $840.00 per annum, have been discontinued, without prejudice, effective at the close of January 15, 1919.

For and in the absence of the Superintendent:
G. Carleton Wenzell
Chief Clerk.

N: to M. No. 4 1919 , par

Bureau of Lighthouses, Washington
JAN 22 1919

Submitted to Secretary of Commerce for his information.

Commissioner

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO. 366

JAH

1934 FEB 20 AM 9:00

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

February 19, 1934.

Commissioner of Lighthouses, Washington:

1. The Bureau is informed of the death of John H. Millis, retired Lighthouse Keeper, on February 14, 1934. Mr. Millis's retired pay was at the rate of $368.24 per annum.

2. Mr. Millis's nearest of kin is his daughter, Mrs. Grace Lloyd, 310 Third Street, Lewes, Del.

G. W. HITCHENS
Acting Superintendent
4th Lighthouse District.

Bureau of Lighthouses
Washington February 20, 1934

Submitted to the Secretary of Commerce for information.

For the Commissioner:

Chief of Personnel Division

H-M

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
PHILADELPHIA, PA.

GCW:CM

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO.

LIGHTHOUSES

1934 FEB - 21 - PM 3 : 38

OFFICE OF SUPERINTENDENT, 4TH DISTRICT
PHILADELPHIA, PA.

February 19, 1934.

Commissioner of Lighthouses,
Washington, D. C.

1. This office has to report the death of Mr. John H. Millis, retired lighthouse keeper, on February 14, 1934, in his 94th year.

2. Mr. Millis was a veteran of the Civil War, having served in the 1st Regiment of Delaware Volunteers; and entered the Lighthouse Service as an assistant keeper May 1, 1891, serving continuously at different stations until his retirement on January 15, 1919.

3. On one occasion while proceeding to his station in the bay during the winter season, the sailboat in use capsized and his companion was drowned. Mr. Millis was caught in a fold of the sail, and hours afterward the wreck was sighted by a schooner and he was rescued unconscious and resuscitated.

4. On another occasion during the erection of a new light station on the Harbor of Refuge breakwater, an easterly storm arose with very high tides. It being apparent that the next high water would sweep the breakwater, all the other persons abandoned the station. Millis refused to go, and although the working deck was swept clean by heavy seas, managed to survive the night and was found on duty the next morning. For details of this storm and its results, see Annual Report of Lighthouse Board, June 30, 1904, page 66, item 501.

Death previously reported

G. W. HITCHENS,
Acting Superintendent,
4th Lighthouse District.

March 9, 1934

Secretary of Commerce:

The Bureau forwards herewith voucher No. 49806 which has been administratively approved by the Superintendent of Lighthouses, Philadelphia, Pa., in the amount of $14.32 covering retired pay due John H. Millis, deceased, for settlement by the General Accounting Office.

For the Commissioner:

W. P. HARMAN
Administrative Assistant

erw
inclos.