



Special Collections and University Archives

**Florence Costantino Collection
Manuscript Group 98**

**For Scholarly Use Only
Last Modified April 5, 2016**

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Florence Costantino Collection, Manuscript Group 98
Indiana University of Pennsylvania, Special Collections and University Archives
6 boxes, 4 linear feet

Biographical Note

For many years Florence Costantino (May 31, 1900-February 27, 1995) was a local owner of a strip mining company in Indiana County, Pennsylvania. She and her husband lived in Windber, Pennsylvania. Her husband was Joseph "Joe" Costantino (May 3, 1893-May 19, 1949), and they are both buried in Saint Anthony's Cemetery in Windber.

Scope and Content

The documents of the Florence Costantino Collection are arranged into three series: business records, ledgers and payroll, and photographs. The business records' series is subdivided into three subseries: (1) tax information and returns, (2) deeds, property, insurance, and (3) miscellaneous business records. The papers are arranged chronologically in each series. The documents cover the period from the mid-1940s to the early 1980s. The majority of which are business records relating to Florence Costantino's strip mining company. The materials include income tax returns, inheritance tax papers, insurance policies, closing entries, and photographs. The photographs have been placed in Mylar enclosures to preserve them.

Series A: Business Records

This series is subdivided into subseries. It is contained in boxes' one and two. Subseries I pertains to tax-related materials. Subseries II is related to deeds, property, and insurance. Subseries III includes a variety of business records such as the "American Oil Company" and "Mining Papers" files.

Series B: Ledgers and Payroll

This series is contained in boxes 3-6. It contains 17 ledgers with business material dating from 1945-1975. There are also two files (Payroll, 1970-1972 and Inheritance Papers, Various Years) which are located at the back of box 5.

Series C: Photographs

This series contains 38 photographs, which are located in one folder in the back of box two. There are photos pertaining to the business (i.e. four photographs of a coal-stripping shovel), as well as pictures of a personal nature, (such as the black and white photograph of Florence Costantino and her husband Joe Costantino taken on their wedding day).

Provenance

This collection was donated by the family of Florence and Joseph Costantino.

Restrictions

None

Processor

Papers arranged and inventory written by Todd Stanford and reorganized by Harrison Wick in 2014.

Container List**Series A: Business Records****Subseries I: Tax Information and Returns****Box 1**

1. Income Tax Returns, 1943-1964
2. Income Tax Returns, 1943-1964
3. Income Tax Returns, 1943-1964
4. Florence Costantino Income Tax Forms, 1965-1974
5. Florence Costantino Income Tax Forms, 1965-1974
6. Tax-Related Papers and Mining Company Records, 1944-1953
7. Tax-Related Papers and Mining Company Records, 1954-1963
8. Tax-Related Papers and Mining Company Records, 1964-1972
9. Taxes, 1944-1946, 1972-1974
10. Employer's Return of Tax Withheld, 1950s
11. Inheritance Tax Papers, 1950-1953
12. Pennsylvania Sales Tax, 1954-1955, 1959-1963, 1967
13. Personal Property Tax Reports, 1955-1972
14. Property Taxes, 1957, 1961, 1969
15. Employer's Return of Tax Withheld, 1960s
16. Quarterly Tax Report for Windber Borough, 1967-1972
17. Employer's Return of Tax Withheld, 1970s
18. Federal Unemployment Tax, 1970
19. Quarterly Federal Tax Returns, 1970-1972
20. Wage and Tax Statements, 1971
21. Property Taxes, 1975
22. Taxes: Properties and Personal, 1977-1980
23. Internal Revenue Service, Various Years

Series A: Business Records**Subseries II: Deeds, Property, Records****Box 1 (continued)**

24. Deed: 19th Street Building, 1941, 1945
25. Repairs: Mrs. Costantino's Residence, 1955-1956
26. Property Valuations, 1957, 1960-1961
27. Property Assessments, 1965, 1967, 1969
28. Penn Real Estate Company, 1968
29. Assessments: Properties, 1970s
30. Rents and Expense Accounts, 1970s
31. Rents, 1970-1979
32. Rents, 1978-1979
33. Insurance Policies, 1974-1978

Series A: Business Records

Subseries II: Deeds, Property, Records

Box 2

1. Insurance Papers, 1975-1980
2. Rented Property, Various Years
3. Loans and Mortgages, Various Years

Series A: Business Records

Subseries III: Miscellaneous Business Records

Box 2 (continued)

4. Pennsylvania Unemployment Compensation Fund, 1943-1965
5. American Oil Company, 1942, 1949
6. United States Treasury Department, 1944, 1969-1972
7. Windber, Pennsylvania, 1945-1948
8. Service Station, 1948-1949
9. Fictitious Title, 1954
10. Pennsylvania- Bureau of Employment Security, 1954-1955, 1972
11. Correspondence with Frank Orban, Attorney, 1959-1971; and [Florence Costantino, Appellant, vs. Commissioner of Internal Revenue, 445 F.2d 405 \(1971\)](#)
12. W.P. Stahlman Coal Company Inc., 1961-1962
13. Highland Sewer and Water Authority, 1962-1963
14. Shell Oil Company, 1964
15. Mining Papers, 1964-1966, 1973, 1976-1977
16. Correspondence with W.M. Munson, 1965-1967
17. Loans Payable, 1965-1971
18. Sale of Equipment, 1965-1976
19. Social Security, 1966, 1970-1971
20. Closing Entries, 1966-1972
21. Pennsylvania Unemployment Compensation Fund, 1966-1973
22. Sale- Drill to Stockdale Mine Supply, 1967-1968
23. United States National Bank Loans, 1968
24. Yellow Pages' Records, Balance Sheets, 1968-1972
25. Prudence Mutual Correspondence, 1969-1970
26. Costantino Coal Company Checks, 1969-1974
27. C.E. Beck: Oil and Gas Lease, 1970s
28. New Furnace, 1970s
29. Bound Check Stubs: Florence Costantino, 1970-1976
30. Victor Calculator, 1972
31. GTE, 1973
32. Appraisal for Florence Costantino Tract- Limestone Township, 1973
33. Walter Suffecool: Central City Industrial Electric, 1973-1975
34. Bank Notes, 1975-1979

35. Miscellaneous Bills Paid, 1978
36. Miscellaneous Bills Paid, 1979
37. Miscellaneous Bills Paid, 1980
38. Miscellaneous Bills Paid, 1981
39. United States National Bank, 1978-1980
40. Yellow Slips, 1978-1981
41. Florence Costantino and Joe Costantino's Obituaries
42. Confirmation of Employment 1970-1973
43. Shaffer Oil Company, Various Years
44. Miscellaneous odds and ends, Various Years
45. Estate of Joe Costantino, Various Years
46. Personnel Records, Various Years
47. Business: General, Various Years

Series C: Photographs

Box 2 (continued)

1. Color Photograph: Coal-Stripping Shovel
2. Color Photograph: Coal-Stripping Shovel
3. Black and White Photograph: Costantino Home in Windber, Pennsylvania
4. Black and White Photograph: Florence Costantino
5. Color Photograph: Florence Costantino, Age 80, 1980
6. Black and White Photograph: Joe Costantino
7. Black and White Photograph: Dinner, Joe Costantino (Cook) is standing in back
8. Black and White Photograph: Coal-Stripping Shovel
9. Black and White Photograph: Costantino Coal Company's Float
10. Black and White Photograph: Road Construction Meeting in Harrisburg, Joe Costantino is at far right
11. Wedding Photograph: Joseph and Florence Costantino
12. Black and White Photograph: Ditch-Digger in the 1930s, Joe Donna, Florence's Nephew, is Second from Left, John Batiste, Florence's Brother, is third from Left, Joe Costantino is fourth from Left
13. Black and White Photograph: Coal-Stripping Shovel
14. Color Photograph: Don Batiste, Florence's Brother and a supervisor of stripping operations at Costantino Coal Company
15. Peter Caporole's tombstone
16. Florence Costantino's tombstone
17. 19th Street Building, 1996
18. 19th Street Building, 1996
19. Costantino Home, 1996
20. Stripping Shovel, 1948
21. Stripping Shovel, 1948
22. Stripping Shovel, 1948
23. Stripping Shovel, 1948

24. Stripping Shovel, 1948
25. Stripping Shovel, 1948
26. Stripping Shovel, 1948
27. Stripping Shovel, 1948
28. Stripping Shovel, 1948
29. Stripping Shovel, 1948
30. Strip Mine Site
31. Strip Mine Site
32. Strip Mine Site
33. Bulldozer and Truck
34. Two Men on Truck
35. Work at Strip Site
36. Bulldozer
37. Bulldozer
38. 8x10 Professional Photograph: Stripping Shovel

Series B: Ledgers and Payroll

Box 3

1. January 1945-October 1947
2. November 1947-December 1949
3. November 1947-May 1950
4. September 1946-March 1956
5. May 1950-February 1953
6. January 1950-June 1953

Series B: Ledgers and Payroll

Box 4

1. March 1953-May 1958
2. July 1953-June 1962
3. May 1958-July 1963
4. July 1963-August 1966
5. September 1966-December 1969

Series B: Ledgers and Payroll

Box 5

1. January 1970-November 1975
2. January 1952-December 1957 (Account Book)
3. January 1958-March 1964 (Account Book)
4. Payroll Book with Social Security Numbers
5. Payroll, 1970-1972
6. Inheritance Papers, Various Years

Series B: Personal Documents

Box 6

1. Family Documentation: Biography of Florence Costantino; Birth Certificates; Copies of Marriage Licenses; Citizenship Papers; Newspaper Copies; Deaths of Husbands.
2. Windber Country Club: Membership
3. Empty Checkbooks: Costantino Coal Co.
4. Costantino Coal Co.: Check Stubs 1973-1976
5. Book *My First Ninety Years*- 1999
6. Video's (1 VHS) (2 Ansco Films)

Addenda

Box 1

1. Family Documentation:
 - a. Biography of Florence Costantino
 - b. Family Birth Certificates
 - c. Copies of marriage licenses
 - d. Citizenship papers
 - e. Newspaper copies of death notices for Peter Caporale and Joe Costantino.
2. Windber Country Club: Membership
3. Media: 16 mm films (2) and VHS Videotape (1) of the Costantino Coal Co.
4. Costantino Coal Co. Unused checks
5. Costantino Coal Co. Check Stubs, 1973-1976
6. Book: *My First Ninety Years*, 1999