BOARD OF SUPERVISORS MINUTES \_\_\_\_\_\_ May 27, \_\_\_\_ 19 69

The Board convened in regular meeting. Present: Supervisors John M. Caswell, William V. D. Johnson, Thomas M. Goodloe, Jr., Raymond E. Lawyer and Gerald E. Martin; also Connie A. Peterson, Deputy Clerk. Chairman Martin presided.

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The Pledge of Allegiance to the Flag was led by the Chairman.

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The Invocation was given by Pastor Freeman, Church of the Nazarene.

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LHR 28 On motion of Supervisor Johnson, seconded by Supervisor Goodloe and unanimously carried, the Agenda was adopted with the following change: Warrant Register Claims to be moved from Page 3, Item VI, D, to Page 1, directly following Item IV, approval of minutes.

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On motion of Supervisor Goodloe, seconded by Supervisor Lawyer, and unanimously carried, the minutes of May 20, 1969 were approved with the following corrections: Page 236, Book 10, first paragraph, second and third lines, travel requests, delete words "excepting those of the Probation Department"; Page 238, Book 10, last paragraph, third and fourth lines, "was not to best interest of the airport" corrected to read "could not meet the rules and regulations of the airport".

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On motion of Supervisor Johnson, seconded by Supervisor Lawyer, and unanimously carried, all claims presented on the warrant register were approved and allowed for payment.

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### PLANNING MATTERS

LHR 69 Hearing held as duly advertised on a proposal to designate by the prefix "T" all zones located within the Lake Tahoe Drainage Basin. Planning Commission recommended approval.

Lawyer, seconded by Supervisor Johnson and unanimously carried, the following ordinance was adopted:

ORDINANCE NO. 990

AMENDING EL DORADO COUNTY ZONING ORDINANCE

(For contents, see original ordinance)

May 27, 1969 BOARD OF SUPERVISORS MINUTES \_\_\_\_

Hearing held as duly advertised on Planning Commission's proposal to allow by Special Use Permit variations to the regulations for signs allowed by right in all zones except those located in the Lake Tahoe Drainage Basin.

No protestants appeared and hearing was closed. On motion of Supervisor Goodloe, seconded by Supervisor Johnson, and unanimously carried, the following ordinance was adopted:

ORDINANCE NO. 991

#### AMENDING EL DORADO COUNTY ZONING ORDINANCE

(For contents, see original ordinance)

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Hearing held as duly advertised on Planning Commission's proposal to amend the regulations to increase the size of minimum area for residential lots serviced by public water and sewer from 6,000 to 8,000 square feet, in Rl, Single Family Residential, R2, Limited Multi Family, RM, Multi Family and RT, Tourist Residential zones located only within the Lake Tahoe Drainage Basin.

No protestants appeared. After discussion by the Board, on motion of Supervisor Johnson, seconded by Supervisor Lawyer, and unanimously carried, the matter was continued to June 3, 1969, at 10:05 A. M.

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LHR 124-AHearing held as duly advertised on proposal of the Planning Commission to allow in all applicable zones airports, heliports and their accessory uses by Special Use Permit.

IHR 69

No protestants appeared and hearing was closed. On motion of Supervisor Lawyer, seconded by Supervisor Caswell, and unanimously carried, the following ordinance was adopted:

ORDINANCE NO. 992

#### AMENDING EL DORADO COUNTY ZONING ORDINANCE

(For contents, see original ordinance)

Hearing held as duly advertised on Planning Commission's proposal to clarify and enlarge the scope of home occupations allowed by right and by LHR 390-9a Special Use Permit engaged in by a resident residing on the property, and being incidental to the residential use thereon which would apply to the following zones in which single family residences are allowed: U. AE, A, RE, R2A, R1A, R20,000, R1, R2, RM and RT. (continued)

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Planning Commission recommended that the following amendment be approved for the various zones.

#### BY RIGHT

Home Occupations such as accountant, advisor, appraiser, architect, artist, attorney, author, broker, dressmaker, draftsman, dentist, handicrafts, insurance, photographer, physician, therapist, musician, teacher, and other similar occupations normally conducted by mail, phone at the customer's premises and do not create a traffic problem other than providing that instruction is not given to groups in excess of four and concerts or recitals are not held, and no display of goods is visible from the outside is incidental to the residential use of the premises and is carried on by a resident thereon.

### BY SPECIAL USE PERMIT

Home Occupations not listed above which may require special consideration, such as use of power tools, accessory building, noise and will not change the residential character of the premises or adversely affect the other uses permitted in a residential area.

No protestants appeared and hearing was closed. On motion of Supervisor Lawyer, seconded by Supervisor Johnson, and unanimously carried, the LHR 390-9 collowing ordinance was adopted:

ORDINANCE NO. 993

AMENDING EL DORADO COUNTY ZONING ORDINANCE

(For contents, see original ordinance)

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Hearing held as duly advertised on Planning Commission's proposal to allow by right in the AE, Exclusive Agricultural and A, Agricultural zones one mobilehome for a period of one year to be used exclusively by the owner after acquiring a building permit for the construction of a permanent dwelling for the owner on the same property and during the actual construction thereof and so long as the building permit remains valid.

Mrs. Marjorie Kass appeared speaking for El Dorado County private mobilehome owners, and requested that the above proposal be left open and that mobilehomes be allowed on A and AE zones by Special Use Permit until"M" zones are accepted.

The Planning Director stated that the matter Mrs. Kass referred to is now under consideration by the Planning Commission and that the proposal to allow mobilehomes on A and AE zones should be approved since mobilehomes are now allowed in all other zones for a period of one year after a building permit is obtained. (continued)

LHR 57

-0.1

BOARD OF SUPERVISORS MINUTES \_\_\_\_\_\_ May 27, \_\_\_\_ 1969

LHR 57 Hearing was closed, and on motion of Supervisor Caswell, seconded by Supervisor Lawyer, and unanimously carried, the following Ordinance was adopted:

LHR 390-9a

ORDINANCE NO. 994

#### AMENDING EL DORADO COUNTY ZONING ORDINANCE

(For contents, see original ordinance)

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LHR 390-9a Hearing held as duly advertised on rezoning of land, as follows:

Rezoning of lands in the Coloma area from AE, Exclusive Agricultural to RIA, Single Family One Acre Residential zone consisting of approximately LHR 285-28-6910 acre petitioned by Melvin F. Gallagher. Planning Commission recommends approval.

No protestants appeared, and hearing was closed. On motion of Supervisor Lawyer, seconded by Supervisor Goodloe, and unanimously carried, the following ordinance was adopted:

ORDINANCE NO. 995

### AMENDING EL DORADO COUNTY ZONING ORDINANCE

(For contents, see original ordinance)

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Hearing held as duly advertised on rezoning of lands, as follows:

LHR 390-9a

Rezoning of lands in the Volcanoville area from A, Agricultural to RE, Estate Residential zone consisting of approximately 40.21 acres petitioned by Gary A. Robillard and Elbert A. Foster. Planning Commission recommends approval.

LHR 283-24-69

No protestants appeared, and hearing was closed. On motion of Supervisor Lawyer, seconded by Supervisor Johnson, and unanimously carried, the following ordinance was adopted:

ORDINANCE NO. 995

AMENDING EL DORADO COUNTY ZONING ORDINANCE

(For contents, see original ordinance)

BOARD OF SUPERVISORS MINUTES \_\_\_\_\_\_ May 27, 19 69

LHR 390-9 Hearing held as duly advertised on rezoning of land, as follows:

Rezoning of lands in the El Dorado area from U, Unclassified and A, Agricultural to RE, Estate Residential zone consisting of approximately 20

LHR 283-25-69 petitioned by Richard Flanders. Planning Commission recommends approval.

No protestants appeared, and hearing was closed. On motion of Supervisor Goodloe, seconded by Supervisor Johnson, and unanimously carried, the following ordinance was adopted:

ORDINANCE NO. 995

#### AMENDING EL DORADO COUNTY ZONING ORDINANCE

(For contents, see original ordinance)

#### GENERAL ORDERS

Roger Douvres, President, Taxpayers Association of El Dorado County, presented a letter concerning county employees' salaries, county building LHR 66 development and other matters. On motion of Supervisor Johnson, seconded by Supervisor Goodloe, and unanimously carried, the letter was placed on file.

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Mr. Mel Vukovich, Vukovich Insurance Agency, was present regarding the LHR 420 renewal of Blue Shield Health Plan, County employees group policy, and advised that on July 1, 1969 there would be a rate adjustment.

Doyle Park, representative of Blue Shield was also present and spoke regarding this coverage.

On motion of Supervisor Goodloe, seconded by Supervisor Caswell, and unanimously carried, the renewal was approved.

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The Board adjourned to an executive session at 10:50 A. M.

The Board reconvened at 11:35 A. M.

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LHR 27-5 On motion of Supervisor Johnson, seconded by Supervisor Caswell, and unanimously carried, the resignation of Vera E. Fitch, County Librarian, effective June 30, 1969, was accepted.

BOARD OF SUPERVISORS MINUTES \_\_\_\_\_\_ May 27 \_\_\_\_ 19 69

### PLANNING MATTERS

HR 423

At the recommendation of the Planning Commission, on motion of Supervisor Lawyer, seconded by Supervisor Johnson, and unanimously carried, the Tentative Map of Greenwood Lakes Estates, a rural subdivision, in the Summit Hill Area, was approved subject to the following conditions:

- Completion of road improvements, drainage systems and setting of final monuments in accordance with the requirements of the regulations for rural subdivisions or execution of an agreement to install these improvements and monuments secured by bond or cash deposit.
- 2. Provision of lots adequate for individual sewage disposal in accordance with the requirements of the Health Department.
- 3. Use of lots subject to developer petitioning for appropriate zoning.
- Subdivisions, contained in the El Dorado County Subdivision Ordinance.
- 5. Subject to compliance with Resolution No. 513-68 requiring establishing of a Landowners' Association.

4. Subject to the applicable provisions of Article 8, Rural

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### ASSESSMENT DISTRICTS

#### RANCHO PONDEROSA UNIT NO. 1

Letter received from the Director of Public Works advising that the street improvements in Rancho Ponderosa Unit No. 1 Assessment District have been completed in accordance with the plans and specifications and recommending that they be accepted for maintenance. On motion of Supervisor Goodloe, seconded by Supervisor Johnson, and unanimously carried, the following resolution was adopted:

RESOLUTION NO. 204-69

A RESOLUTION ACCEPTING ROADS INTO THE COUNTY ROAD SYSTEM

(For contents, see original resolution)

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### GENERAL ORDERS

On motion of Supervisor Johnson, seconded by Supervisor Lawyer and unanimously carried, the following budget transfers were approved: (continued)

- 249 -

BOARD OF SUPERVISORS MINUTES \_\_\_\_\_ May 27, \_\_\_\_ 19 69

NO.	5108 HEALTH DEPARTMENT		
	Decrease Budget Account	Increase Budget Account	Amount
LHR 117	Salaries Fixed Assets		\$6,000.00 1,491.00
	Services & Supplies		
	2-25		3,000.00
	2-14	2 06	1,000.00
		2-06 2-09	1,224.00
		2-12	77.00 1,839.00
		2-12	600.00
		2-17	7,491.00
		2-19	90.00
		2-23	170.00
	(To cover expenditures to		
		* * *	
NO.	5109 HEALTH DEPARTMENT (A	Animal Control)	
9)	Decrease Budget Account	Increase Budget Account	Amount
	Salaries		\$1,400.00
	Fixed Assets		5,655.00
		2-17	700.00
		2-18	500.00
		2-23	2,130.00
		2-26	3,200.00
		2-13	500.00
		2-19	25.00
	(To cover expenditures to	end of fiscal year.)	

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On motion of Supervisor Goodloe, seconded by Supervisor Johnson, and unanimously carried, the following personnel transaction was continued to June 3, 1969.

Frederick C. Roberts, Entomologist, Range 45, Step E, Health Department, from May 19, 1969.

On motion of Supervisor Johnson, seconded by Supervisor Lawyer, and unanimously carried, the personnel transaction covering the appointment of a Public Health Nurse at South Lake Tahoe was continued to the afternoon.

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On motion of Supervisor Johnson, seconded by Supervisor Goodloe, and unanimously carried, travel expenses were authorized the following:

- 1. H. N. Mozar, M. D., P. Ostlund, M. D., and L. Frazer, Health Department, to Stockton State Hospital, 5/27/69, Conference regarding patients from Amador & Calaveras Counties under contract with El Dorado County.
- LHR 350-3 E. Cornwall, Data Processing, to Visalia, 5/19-20/69, to pick up business forms from plant.

BOARD OF SUPERVISORS MINUTES \_\_\_\_\_ May 27, 19 69

On motion of Supervisor Johnson, seconded by Supervisor Lawyer, and unanimously carried, the Chairman was authorized to sign the Releases of LHR 247 Lien securing reimbursement of public assistance rendered the following, Agreements to reimburse having been recorded in the Official Records of El Dorado County, as listed:

- 1. Bill Larum and Shawn Larum, Lien recorded in Volume 865, Page 486
- 2. Bill Larum and Shawn Larum, Lien recorded in Volume 68-03-18, Page 433
- 3. James W. Hunsicker, Lien recorded in Volume 857, Page 217
- 4. James W. Hunsicker, Lien recorded in Volume 833, Page 227
- 5. Ada M. Hodgkin, Lien recorded in Volume 706, Page 480
- 6. Elzie L. Watson and Mary J. Watson, Lien recorded in Volume 907, Page 265.

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LHR 21-6On motion of Supervisor Johnson, seconded by Supervisor Goodloe, and unanimously carried, the Airport Use Agreement with Galaxie Airlines for charter service to the Lake Tahoe Airport, submitted by the Airports Manager, was referred back to the County Counsel to include the rates payable to the County in the agreement.

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On motion of Supervisor Caswell, seconded by Supervisor Lawyer, and carried LHR 21-26 by the following vote: Ayes; Supervisors Caswell, Lawyer and Martin; Noes; Supervisors Goodloe and Johnson, the following resolution was adopted, accepting Grant Offer from Federal Aviation Administration for the Lake Tahoe Airport Federal Aid Airport Project, No. 9-04-115-C911 (strengthen and widen taxiway):

RESOLUTION NO. 205-69

ACCEPTING GRANT OFFER FROM FAA (Project No. 9-04-115-C911)

(For contents, see original resolution)

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Letter received from Conn Frank, President of Holiday Airlines, requesting LHR 21-15to be allowed first priority in the allotment of air carrier space in the proposed Lake Tahoe Airport air passenger terminal.

Mr. Don Rice, Station Manager for Airwest Airlines, appeared and asked that Airwest be given first choice of space in the proposed terminal.

On motion of Supervisor Johnson, seconded by Supervisor Goodloe, and unanimously carried, the request was taken under advisement.

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BOARD OF SUPERVISORS MINUTES \_\_\_\_\_ May 27, 19 69

Letter received from R. F. Nikkel Lumber Company, Sacramento, notifying

LHR 101 the Board of their proposed land exchange with the U. S. Forest Service

of the 1,610 acre Meiss property in El Dorado County along the North Fork

of the Cosumnes River for timber in the Eldorado National Forest, in the

Plumas National Forest and 300 acres of U. S. Forest Service land near

Georgetown.

Letter received from the U. S. Forest Service in connection with the above proposed land exchange presenting further information about the exchange.

On motion of Supervisor Lawyer, seconded by Supervisor Caswell, and unanimously carried, the Board approved the land exchange.

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The Board recessed at this time.

The Board reconvened at 1:30 P. M. with Supervisors Martin, Caswell and Lawyer present.

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On motion of Supervisor Goodloe, seconded by Supervisor Lawyer, and carried, the request of the County Treasurer for authorization to proceed with ordering the printing of replacements for Principal Coupon No. 3 and Interest Coupon No. 6 of Bond RR 198, Tahoe Paradise Additions 1, 2, and 3, El Dorado County Improvement Bond for Dolores P. Mainor, was approved.

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On motion of Supervisor Lawyer, seconded by Supervisor Goodloe, and carried, the letter received from Lieutenant Colonel Louis F. Wang of the Hayward Air National Guard Base with information regarding low level navigation flights and routes to be used, was placed on file.

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On motion of Supervisor Lawyer, seconded by Supervisor Goodloe, the request LHR 83-6 of the El Dorado High School Music Department that fees be waived for use of a group area at Sly Park for their year end party on Friday, May 30, 1969, was denied because of the following vote: Ayes; Supervisors Martin and Lawyer; No; Supervisor Goodloe.

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On motion of Supervisor Goodloe, seconded by Supervisor Lawyer, and carried,

LHR 44-1 the Resolution from the South Tahoe Public Utility District requesting

the Board to adopt an Ordinance requiring all Sewage or Other Waste within

LHR 69 the Lake Tahoe Watershed be Exported from the Tahoe Basin after January 1,

1970, was placed on file.

BOARD OF SUPERVISORS MINUTES May 27, 19 69

LHR 87 Letter and applications received from the County Supervisors Association of California with invitations for counties interested to host the 1972 Annual Meeting of the County Supervisors Association, were placed on file on motion of Supervisor Lawyer, seconded by Supervisor Goodloe, and carried.

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On motion of Supervisor Goodloe, seconded by Supervisor Lawyer, and carried, the letter from the Sacramento Regional Area Planning Commission and their Resolution No. 14-1969, Expressing Intent To Accept The Petitions Of Yuba County, And The Cities Of Marysville And Wheatland For Membership In The Sacramento Regional Area Planning Commission, were placed on file.

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LHR 68 Letter and report of financial transactions covering period from July 1, 1968 to April 30, 1969 received from the California Tahoe Regional Planning Agency and provided in compliance with provisions of Section 67122 of the Government Code. On motion of Supervisor Goodloe, seconded by Supervisor Lawyer, and carried, the letter and report were placed on file.

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On motion of Supervisor Lawyer, seconded by Supervisor Goodloe, and carried, LHR 406-4the Lease, submitted by the Purchasing Agent, between Meyer Friedman and the County of El Dorado for space for Georgetown Justice Court for a five year period at \$112.50 per month, was approved.

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Supervisors Caswell and Johnson returned at this time.

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On motion of Supervisor Lawyer, seconded by Supervisor Johnson, and unanimously carried, the Chairman was authorized to sign the revised El Dorado Community Hospital Medical Staff Utilization Review Plan as submitted by Kenneth A. Hibbard, Hospital Administrator. (Continued from 5/20/69)

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County Health Officer, Dr. Harold N. Mozar, submitted a contract for Professional Services between El Dorado County Mental Health Service and James T. Stripe, M. D. to provide psychiatric services on a half-time basis at \$84 per day, to be effective June 30, 1969.

A motion by Supervisor Johnson that contract be denied, and seconded by Supervisor Goodloe, was not carried by reason of the following vote: Ayes; Supervisors Johnson and Goodloe; Noes; Supervisors Caswell, Lawyer and Martin.

On motion of Supervisor Caswell, seconded by Supervisor Lawyer, and carried, this matter was continued to June 3, 1969.

BOARD OF SUPERVISORS MINUTES \_\_\_\_\_\_ May 27, 19 69

On motion of Supervisor Goodloe, seconded by Supervisor Caswell and unanimously carried, the following ordinance, submitted by the County Counsel, was adopted:

ORDINANCE NO. 996

HR 390-7

AN ORDINANCE AMENDING THE EL DORADO COUNTY DOG LICENSE ORDINANCE

(For contents, see original ordinance)

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LHR 22-6

On motion of Supervisor Lawyer, seconded by Supervisor Goodloe and unanimously carried, the following Animal Control Ordinance submitted by the County Counsel, was adopted:

LHR 390-25-26

ORDINANCE NO. 997

EL DORADO COUNTY ANIMAL CONTROL ORDINANCE

(For contents, see original ordinance)

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On motion of Supervisor Caswell, seconded by Supervisor Goodloe and carried by the following vote: Ayes; Supervisors Caswell, Lawyer, Martin and Johnson; No; Supervisor Goodloe, the following ordinance submitted by the County Counsel was adopted:

ORDINANCE NO. 998

AN ORDINANCE FOR THE DISPOSAL AND EXPORT OF DOMESTIC SEWAGE WITHIN THE TAHOE BASIN

(For contents, see original resolution)

Ordinance No. 998, adopted pursuant to resolution from South Tahoe Public Utility District.

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The claim of Larson's Aero Service - Dennis Roney, for damage to aircraft LHR 58-1 on January 26, 1969 at the Placerville Airport, in the amount of \$3,720.95, was presented to the Board on May 13, 1969 and referred to the County Counsel at that time.

At the recommendation of the Assistant County Counsel, on motion of Supervisor Johnson, seconded by Supervisor Lawyer, and unanimously carried, the claim was denied.

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Petition and boundary map received relative to proposal to form Hillwood Community Services District, Shingle Springs Area. Resolution No. 9-69, of the Local Agency Formation Commission, approving the proposed formation adopted on April 16, 1969. On motion of Supervisor Goodloe, seconded by Supervisor Johnson and unanimously carried, the following resolution adopted:

LHR 123-4

RESOLUTION NO. 206-69

ROI TO FORM HILLWOOD COMMUNITY SERVICES DISTRICT (Setting public hearing for 6/24/69, 10:15 a.m.)

(For contents, see original resolution)

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LHR 74 On motion of Supervisor Goodloe, seconded by Supervisor Johnson, and unanimously carried, the matter of discussion regarding fire protection for the County Office Center was continued to June 3, 1969.

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LHR 22-3 On motion of Supervisor Johnson, seconded by Supervisor Goodloe, and unanimously carried, Edith C. Pesch appointed to position of Public Health Nurse II, Health Department, at South Lake Tahoe, at Range 42, Step A.

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LHR 89-3 On motion of Supervisor Lawyer, seconded by Supervisor Caswell, and unanimously carried, the report by the Assistant County Counsel on the antlerless deer hunt hearing, held on May 22, 1969, by the State of California, Fish and Game Commission, to be on the June 3, 1969 agenda.

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The County Administrator reported on a letter from the El Dorado Jeepherders opposing proposed vehicle control areas in the Eldorado National Forest, referred to him on May 20, 1969, and stated that the Jeepherders are re-evaluating their position on the matter and requested that this be taken under advisement.

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On motion of Supervisor Lawyer, seconded by Supervisor Caswell, and unanimously carried, Change Order No. 3, increasing contract amount by \$260.00 for the County Jail Project, J. P. Morton Construction Company, was approved.

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On motion of Supervisor Caswell, seconded by Supervisor Lawyer, and unanimously carried, the matter of the Emergency Operating Center, submitted by the Civil Defense Area Coordinator, and referred to the County Administrator on May 20, was referred to the Building Committee for further study.

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BOARD OF SUPERVISORS MINUTES \_\_\_\_\_ May 27, \_\_\_\_ 19 69

Letter submitted by Supervisor Johnson, from Carlton E. DeWitt, requesting that road in Echo Road Tract located between Old Highway 50 and the LHR 296 maintenance station be opened.

On motion of Supervisor Lawyer, seconded by Supervisor Goodloe, and carried by the following vote: Ayes; Supervisors Caswell, Goodloe, Lawyer, Martin; Noes; none; Abstain; Supervisor Johnson, the request was denied.

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Supervisor Caswell presented information and read a letter regarding salaries. Said letter was signed by Supervisors Johnson and Caswell as Salary Committee members.

Supervisor Johnson read the Memorandum of Areas of Agreement reached between El Dorado County Sheriff's Association and the Board of Supervisors, through their respective bargaining agents, from Chas. F. Fogerty.

LHR 390-4On motion of Supervisor Goodloe, seconded by Supervisor Lawyer, and unanimously carried, the following ordinance was adopted:

LHR 233

ORDINANCE NO. 999

AMENDING THE EL DORADO COUNTY PERSONNEL & SALARY ORDINANCE

(For contents, see original ordinance)

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It was moved and seconded by Supervisors Caswell and Lawyer that the same formula be applied to the Department Heads as was used for the employee's salary adjustments.

After discussion, Supervisor Caswell withdrew his motion, and Supervisor Lawyer withdrew his second.

The Board adjourned to an executive session.

HR 390-4

The Board reconvened.

On motion of Supervisor Johnson, seconded by Supervisor Caswell, and carried by reason of the following vote: Ayes; Supervisors Caswell, Johnson, Lawyer and Martin; Noes; Supervisor Goodloe, it was approved that salaries for Department Heads be adjusted on same basis as county employee's salaries, and the following ordinance was adopted:

ORDINANCE NO. 1000

AMENDING THE EL DORADO COUNTY PERSONNEL & SALARY ORDINANCE

(For contents, see original ordinance)

HR 27	On motion of Supervisor Caswell, seconded by Supervisor Lawyer, and unanimously carried, the County Administrator was authorized to advertise the position of County Librarian.
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	The Board adjourned to executive session.
	* * *
	The Board reconvened.
	* * *
	There being no further business, the Board adjourned to Tuesday, June 3, 1969, at 10:00 A. M.
	APPROVED Level Magten

ATTEST:

Carl A. Kelly, County Clerk

By Conne a. Peterson