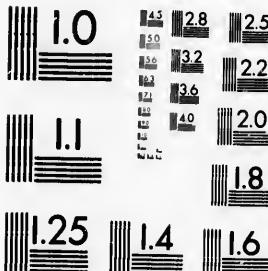
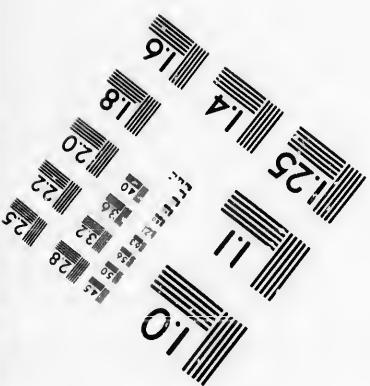
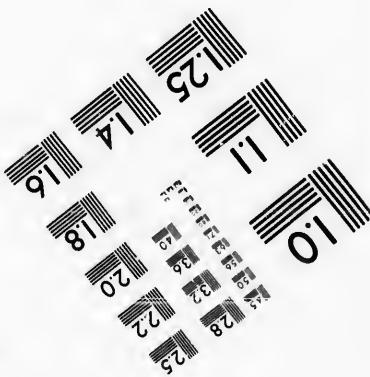


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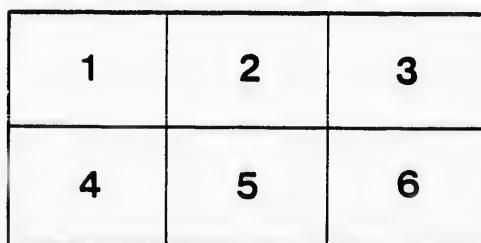
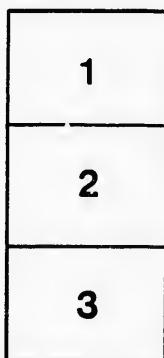
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CONTAINING

RULES AND REGULATIONS

FOR THE
MANAGEMENT
OF THE

HOUSE OF INDUSTRY AND REFUGE

London *of the* *70*
COUNTY OF WELLINGTON.

London *—* *Guelph*
PRINTED AT THE GUELPH MERCURY PRINTING HOUSE,

1878

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Middlesex

THE CORPORATION OF THE COUNTY OF ~~WELLINGTON~~.

BY-LAW NO. *341* ~~268~~.

To authorize and provide for the Appointment, Payment and Duties of an Inspector, Keeper, Matron and Physician for the Superintendence, Care and Management of the House of Industry and Refuge of the County of Wellington, and to prescribe Rules and Regulations for the Government of the same.

Middlesex Institution Adelais

WHEREAS, pursuant to the Statute in that behalf enacted, the Corporation of the County of Wellington has purchased certain landed property in and near the Township of *Nichel*, in said County of *Wellington*, containing fifty-one acres, be the same more or less, for an Industrial Farm, and, in pursuance of By-law No. 260, the said Corporation has erected thereon a House of Industry and a House of Refuge.

Middlesex

And whereas, by the said Act in that behalf enacted, the Council of every County is authorized to provide, by By-law, for the appointment, payment and duties of an Inspector, Keeper, Matron, and other servants, for the superintendence, care and management of such Houses of Industry and Refuge, and, in like manner, to make Rules and Regulations (not repugnant to law) for the government of the same:

And whereas it is now considered, by the Municipal Council of the said County, to be expedient and necessary to pass a By-law for the purposes above recited and hereinafter mentioned,

Municipal Council

Be it therefore enacted by the Corporation of the County of *Wellington*, by the Municipal Council thereof in Council duly convened and assembled, under and by virtue of the said recited Act, entitled "An Act respecting the Municipal Institutions of Ontario," and the amendments thereto, and it is hereby enacted, by authority of the same, in manner following:—

OFFICERS

1. That *John Pettie* of the Village of *Fergus*, be, and is hereby appointed Inspector, and shall hold office during the pleasure of the said Council, at an annual salary of one hundred dollars.

2. That *Archibald Ballantine* of the Township of *Caradoc*, be, and is hereby appointed, Keeper, and shall hold such office during the pleasure of said Council, at an annual salary of two hundred and fifty dollars, with board and lodging in said Houses at the expense of the said Corporation.

Agnes Ballantyne of the Township of Caradoc

3. That Jane Parker, of the Township of Nickel, be, and is hereby appointed Matron, who shall also hold office during the pleasure of the Council, at an annual salary of one hundred and fifty dollars, with board and lodging in the said Houses at the expense of the said Corporation.

Robt. Stevenson, M.D., physician
4. That a legally qualified medical practitioner shall be appointed Physician to the said Houses, who shall also hold office during the pleasure of the said Council, and shall be paid for his services an annual salary of one hundred dollars.

and ten

STANDING COMMITTEE OF COUNCIL.

5. That a Committee of five members of the Council, to be called the "Standing Committee on House of Industry and Refuge," shall be appointed ~~at the present session, and hereafter annually, at the first session in~~ each and every year, whose duty it shall be to oversee the management ; to examine into the state of all matters and things relating to the support and employment of the pauper inmates ; to audit all accounts quarterly, and report thereon half-yearly to the County Council at its regular meetings in June and December, and shall also, at the June session in each year, present an estimate of the probable amount required for the ensuing year for the support and maintenance of the poor.

as provided in the Rules of order

BILLS AND CLAIMS.

6. That all Bills and Claims against this Corporation for supplies furnished to the House of Industry and Refuge and Industrial Farm shall be duly certified as being correct by the Inspector or Keeper before being presented for audit, and, on the same being examined and passed by the aforesaid Committee, the Warden shall be authorized to grant his orders on the County Treasurer for the several amounts allowed.

ADMISSION OF PAUPERS, &c.

7. No person shall be received into the House of Industry and Refuge for their maintenance unless in accordance with the law, ~~as recited in the 269th section of said Municipal Act,~~ or upon a written order under the hand and seal of the Reeve or Deputy-Reeve of any Municipality within the County. ~~At least six months.~~

~~The commitment to the said Houses of persons referred to in sub-sections 1 and 5 of section 369 of the said Act shall be according to the form set forth in Schedule A 1 to this By-law, or to the like effect, and the period of commitment of persons referred to in sub-sections 2, 3 and 4 of section 369, shall not exceed, at any one time, ten days, and the warrant or order of commitment shall be according to the form set forth in Schedule A 2 to this By-law, or to the like effect.~~ The expenses of sending all persons to the Houses of Industry and Refuge shall be borne by the Municipality from which such persons are sent.

BINDING OUT CHILDREN TO SERVICE.

8. If it is desired, by any person of good morals and repute, to take any child from the House of Industry and Refuge as an apprentice to any lawful trade, profession or employment, or to take one out on trial for a short time,

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with the intention of having him or her so apprenticed, the Inspector may, if satisfied of the character of the person making such application, give his consent thereto, and cause application to be made by the Keeper to the Chairman of, and at the Court of General Sessions of the Peace, to have such child put and bound out as an apprentice in conformity with Cap. 76, of the Consolidated Statutes of Upper Canada (now Ontario).

Provision shall be made to have such child sent to school, and also requiring that, at the expiration of the apprenticeship, he or she shall be furnished with an outfit of good and comfortable clothing.

A Register shall be kept in the form of Schedule B to this By-Law, of all children bound out.

BURIAL GROUND. *Said*

9. That a suitable place on some part of the Industrial Farm, ~~lying~~
~~within the Township of Nichel~~, shall be selected for a Burial Ground, for the burial of such of the pauper inmates as may die in the House of Industry and Refuge (and whose friends do not claim their bodies for interment), said Burial Ground shall be fenced in and properly laid out in tiers or rows, and graves to be plainly numbered. A Burial Register shall be kept, in the form of Schedule C, to this By-law.

OFFICERS' DUTIES.

10. DUTIES OF THE INSPECTOR.—It shall be the duty of the Inspector to see that the rules and regulations hereinafter provided are duly enforced. He shall visit the House at least four times per month, hear any complaints that may be made, and report the same to the Standing Committee on House of Industry and Refuge, at its meetings. He shall also, under instructions from the said Committee, or the County Council, authorize the Keeper to procure all necessary help and supplies for the House and Farm, and certify all bills and claims for the same to the Board of Audit, the aforesaid Standing Committee. The Inspector shall also, in conformity with Section 356 of said recited Act, and in books to be provided at the expense of this Corporation, keep the following Registers and Accounts, that is to say :

I. A Register of the names of all paupers, vagrants, &c., admitted into the House, in the form of Schedule D to this By-law.

II. An account of the expenses of keeping, upholding and maintaining the House of Industry and Refuge, and Farm, in the form of Schedule E to this By-law.

III. A Burial Register, Schedule C.

IV. A Register of Children bound out to service, Schedule B.

V. The Inspector shall also, in addition to the account of expenses for House and Farm, and the earnings of the Farm, make a yearly report to the County Council for the year ending with the first of December in each and every year, in the form provided in Schedule F to this By-law, with a report upon any other matter or thing that he may consider of sufficient importance to bring under the notice of the Council.

C. 1861
December

VI. He shall also on or before the first day of ~~June~~ in each and every year, check the Inventory of personal property belonging to the Institution, and value the amount of produce on hand.

DUTIES OF THE KEEPER.

11. It shall be the duty of the Keeper to undertake the general superintendence of the House of Industry and Refuge, and the Industrial Farm attached thereto, and when not otherwise engaged shall devote his time in tilling and cultivating said Farm, securing and harvesting the crops, or at other manual labor, according to the requirements of the several seasons of the year, and in order to work such Farm in a skilful and husband-like manner. He shall give his attention and time for the benefit of the Institution, and shall carry into effect all the rules and regulations adopted from time to time by the County Council, for the government and management of said House. He shall also provide, under the directions of the Inspector, all the provisions required for the House, and shall see that the provisions furnished to the inmates are of good quality and sufficient in quantity, and that no waste thereof be permitted. He shall not permit the use of intoxicating drinks by any of the inmates.

Under the direction of the Inspector
He shall also purchase all raw materials for manufacture, and sufficient working tools for the full employment of such of the inmates as are able to work, and direct and superintend their work and labor.

Supply generally furnished
He shall also keep fair and regular accounts in writing, of all materials, provisions, fuel, clothing, and ~~other necessaries provided~~ for the use of the Institution, and of all expenses and charges attending the maintenance and support of the poor, and of all moneys received ~~by him~~ from the sale of the products of their labor or otherwise, and shall submit the said lists and accounts to the Standing Committee on House of Industry and Refuge at the meetings of said Committee.

He shall also keep a Wearing Apparel Book, and therein keep a correct and particular account of each and every article issued to the inmates, and shall keep a complete Inventory of all personal property in and about the place, and assist the Inspector in checking the same for the purposes of the annual report ; and also assist in the valuing of provisions, produce, &c., on hand.

He shall also keep a Visitor's Book, in which parties visiting the Institution shall enter their names, with any remarks or comment they may see fit to make.

He shall also examine all paupers on their admission into the House, note such facts in regard to them as are important to be preserved, shall cause them to be thoroughly cleansed and suitably located, having reference to their age, sex and general character ; shall be especially careful that the infirm inmates and children are treated with considerable care and kindness, and shall see that proper attention is given to the sick.

He shall also see that every department, and all furniture and utensils are kept neat, clean, and in order ; and that all provisions, fuel, and every other article consumed in and about the premises are used with the strictest economy.

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He and the Matron, or their Assistants, detailed for the purpose, shall *frightly*, also visit each and every occupied room after the ringing of the retiring bell, and see that the inmates have all retired (excepting those on duty), and shall see that all the fires are made secure and safe, and that all lights are extinguished save and excepting only where fire and lights are permitted to be kept for the benefit of the sick.

He may also, for violation of any of the rules for disobedience or bad conduct by any of the inmates, inflict suitable punishment at his discretion (but employ no improper means), by confinement or otherwise, but in case of solitary confinement, not for a longer period than twenty-four hours, unless by the direction of the Inspector. *All such cases of punishment shall be reduced and presented to the Committee at each session.*

DUTIES OF THE MATRON.

12. It shall be the duty of the Matron to take the charge and oversight of all the indoor operations, and shall see that all the female inmates are provided for according to their respective wants; that cleanliness, both in their persons and apartments, and that good order and decorum be observed at all times. *In presence*

She shall be careful of all the goods, property and furniture committed to her charge, that the same be not lost or embezzled. She shall direct the detailing of the women under her charge to such branches of labor as in her judgment they are best fitted to perform.

She shall at proper and stated times have all the clothing of the inmates and the bed clothes changed and re-placed with clean apparel, and shall be vigilant over every part of the house in regard to cleanliness; and shall see that the female inmates observe all the rules that may be prescribed for ablution.

DUTIES OF THE PHYSICIAN.

13. It shall be the duty of the Physician to undertake the Sanitary supervision of the said Houses, and to attend all cases of sickness that may occur.

He shall also, in a book to be furnished to him for that purpose, note all cases treated by him, and in case of deaths, to certify therein the cause, and shall also report in such book all the births in said Houses.

He shall also, when called upon by the Keeper, examine any of the pauper inmates feigning illness or otherwise, as to their ability to work. He shall visit the Houses at least once a week.

RULES FOR THE INMATES.

I.

14. At the ringing of the morning bell every inmate in the house (the sick and those in confinement excepted), must rise, dress, wash, and be in readiness to proceed to work.

II.

The bell will ring ten minutes before each meal, when all will leave their work, and be in readiness with clean hands and faces for the ringing of the

second bell, when they will repair to the Dining Rooms, and take such seats at the table as are assigned to them by those in charge, where they must observe silence, decency and good order.

III.

At the ringing of the slow bell after meals every inmate shall repair to work.

IV.

No inmates shall loiter about the kitchen, nor shall any provisions or food (excepting at regular meals), be carried to any part of the House without the consent of the Keeper; nor shall any cooking be done except in the kitchen.

V

At nine o'clock in the evening, at the ringing of the retiring bell, the inmates must secure the fires, put out the lights, and retire to bed in their respective apartments.

VI.

No inmate shall be allowed to trade or exchange clothing, or any other thing with any person whomsoever, or beg of those who visit there; nor shall they receive any money or other article from any one without the consent of the Keeper.

VII.

All persons shall diligently and faithfully perform the duty or task allotted to them by the Keeper, unless otherwise excused.

VIII.

Any person guilty of drunkenness, disobedience, immorality, obscenity, disorderly conduct, profane or indecorous language, theft, waste, or who shall absent himself or herself from the premises, without the permission of the Keeper, or who shall be guilty of injuring or defacing any part of the House or furniture therein; or who shall commit waste of any kind, shall be punished, as the case may seem to demand.

IX.

In all cases of solitary confinement the prisoners shall be debarred from seeing or conversing with any person except the Inspector, the Keeper, or the person employed to supply their wants, and the food of such prisoners shall consist solely of bread and water, unless otherwise ordered by the Inspector or Physician.

X.

Any person who shall have communication either directly or indirectly with any one thus confined, without permission, shall be subject to punishment by a like confinement.

XI.

No one shall go beyond the limits of the Industrial Farm, unless by the permission of the Keeper, nor remain out beyond the time specified by the Keeper.

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XII.

The Sabbath Day shall be strictly observed, and no irreligious diversion or unnecessary labor be indulged in.

At the ringing of the bell for the purpose of assembling for religious instruction and worship, every person (unless excused by the Keeper), shall appear dressed in clean apparel in the instructing room, and shall behave with decency and sobriety. No noise or disturbance shall be made in any part of the house during such exercises.

XIII.

All persons wilfully absenting themselves from the place of meeting or violating the Sabbath Day, shall be subject to prompt and severe punishment.

XIV.

Every person previous to admission as an inmate of the House shall be subjected to examination and search by the Keeper, or one of his Assistants.

XV.

No visitor shall have admission to the House on the Sabbath without the written permission of the Inspector, or by the consent of the Keeper upon good cause shown.

XVI.

All persons aggrieved may prefer their complaints to the Inspector when he is visiting the House.

OFFENCES AGAINST THIS BY-LAW.

13- That any person or persons who shall commit any infringement or breach of any one of the provisions, requirements, enactments, sections or clauses of this By-law, or any offence against this By-law, or any such person or persons neglecting or refusing to obey and perform any of the reasonable orders of the Inspector, Keeper or Physician, given in the execution of the duties of their respective offices aforesaid, he she or they shall be liable to a fine not exceeding five dollars, exclusive of costs, and not less than fifty cents, exclusive of costs, and in case of non-payment of such fine, to be inflicted for any such breach or offence, and there being no distress found out of which such fine can be levied, such person or persons so offending as aforesaid against this By-law, shall be imprisoned with or without hard labor in the gaol of the County of Wellington, for any period not exceeding twenty days; and upon an information laid or complaint made before any one or more of Her Majesty's Justices of the Peace of the County of Wellington, that any person or persons has or have committed, or are suspected to have committed any such breach of this By-law, such Justice or Justices may proceed thereupon, and hear and determine the matter of such information or complaint summarily in the manner and form provided by the Statute of Canada, intituled "An Act respecting the duties of Justice of the Peace out of Sessions in relation to summary convictions and orders," and amendments thereto, and such person or persons so offending against this By-law, upon conviction before such Justice or Justices, shall forfeit and pay such fines as may to him or them seem meet, not exceeding five dollars, exclusive of costs, and not less than fifty cents, exclu-

8 Novem

sive of costs, as aforesaid (together with costs, if ordered), such paid to the Treasurer of the said County, and to form part of the said Corporation of the County of Wellington; and in the event of non-payment of the fine imposed by such Justice or Justices, together with the costs, if ordered, either immediately or within such period as the Justice or Justices, at the time of the conviction appoints, thereupon may issue his or their warrant of distress for the recovery of levying the same out of the goods and chattels of the person so offending; and if there be no distress found out of which such be levied, then such Justice or Justices may adjudge the offender imprisoned in the gaol of the said County, there to be kept with other offenders for any space not exceeding twenty days, unless such costs and charges thereupon shall be sooner paid.

SCHEDULE A 1.

Form of commitment to the House of Industry and Refuge of I
indigent persons incapable of supporting themselves, to be given in
hand and seal of any Reeve or Deputy-reeve, or any two of Her M
Justices of the Peace, in and for the County of Wellington.

CANADA : Province of Ontario, County of Wellington. To Wit : } To the Keeper of the House of Indust
Refuge for the County of Wellington.

WHEREAS information has been received by the undersigned
of a resident of this County, is poor and needy
idiot, as the case may be), and not able to support self; the
therefore to require you, the said Keeper, to receive the said
the House of Industry and Refuge, and to provide for
law. accord

John Henry Wellington Given under
hand and seal at the
day of _____ A.D. 187____ in the County
of _____

ENDORSED

No.
Commitment of
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Born in
Cause of Pauperism
Received into House

Filed this day of

A.D. 189

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Keeper

Middleby

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d by the undersigned, that
s County, is poor and needy (or an
support self; these are
to receive the said into
o provide for according to

A.D. 187 in the County of

{ L.S. }

{ L.S. }

187

A.D. 187

Keeper.

9

SCHEDULE A 2.

Form of commitment to the House of Industry of Vagrants, and such
idle, lewd and dissolute persons as are mentioned in Sub-sections 2, 3 and
4, of Section 369, of the Municipal Institutions Act, to be given under the
hands and seals of any two of her Majesty's Justices of the Peace in and
for the County of Wellington. *Middleby*

CANADA : To all or any of the Constables in the County of
Province of Ontario, Wellington and to the Keeper of the House of
County of Wellington, Industry, of the County of Wellington. *Middleby*

To Wit : *Middleby*

WHEREAS *Middleby* was this day charged before
us, the undersigned, two of her Majesty's Justices of the Peace, in and for
the said County of Wellington, on the oath (or affirmation) of _____ of
the _____ of _____ (or on the confession of the said _____ or on our
own view, as the case may be); [a], that he the said _____ is a person
without means of maintaining _____ self, and able of body to work, and
who refuses or neglects so to do; [b], that he, the said _____ is a person
leading a lewd, dissolute, or vagrant life, and exercising no ordinary calling
or lawful business, sufficient to gain or procure an honest living; [c], that
he, the said _____ is a person who spends his or her time and property in
public houses, to the neglect of any lawful calling.

These are therefore to command you, the said Constables, or any of you,
to take the said _____ and safely keep him (or her), convey to the said
House of Industry, in the Township of Nickel, in the County of Wellington, *Middleby*
and there deliver to the Keeper, together with this precept.

And we do hereby command you, the said Keeper, to receive the said _____
into the said House of Industry, and there safely keep
employed and governed, according to the rules, regulations and orders of
the said House of Industry, for the period of _____ days, from the date of
receiving him therein.

Given under our hands and seals this day of
at the _____ of in the said County of Wellington.

A.D. 187

Middleby J.P. { L.S. }

J.P. { L.S. }

*** a.b.c.—Cancel any of these clauses that do not apply to the particular
case.

No.
Commitment of
Sent from
Aged years
Born in
Cause of commitment
Received into House
Period of commitment
Filed this

days
day of

A.D. 187

Middleby
Keeper.

187

SCHEDULE B
Register of Children bound out

of the Inspector by the Chairman of the Court of General Sessions of the Peace, by the consent
of the Inspector of the House of Industry and Refuge, County of Wallingford.

With Index to Names.

With Index to Names.

SCHEDULE C.

Burial Register, House of Industry and Refuge, County of Wellington. *Done this*

With index to Name.

SCHEDULE D

Register of the names of all Paupers, Vagrants and Idiots, received into the House of Industry and Refuge for the County of
Wellingborough, from
1817

No. of Names	Age.
When Received.	Municipality sent from.
By whom sent.	Cause of Pausperism
How long resident in the County.	No. of days as Vagrants.
Nativity.	When Discharged.
How long resident in the County.	No. Discharged.
Municipality sent from.	Absconded.
When Discharged.	Died.
Born in House.	On trial before bound over.
Males.	Females.
Idiots.	Number of days board.
Occupation.	Remarks.

With index to Names.

SCHEDULE E.

House and Farm Expenditure, House of Industry and Refuge, County of Wellington, Ontario

13

No. of Voucher.	When Audited.	To whom Audited.	Hired labor for House and Farm.	Stock and Team.	Keeper & Matron's Salary.	Physician's Salary and Medicines.	Books and Sta- tionery.	Permanent Improve- ments.	Improvements on Buildings and Premises.	Preel Provisions and Incidental Ex- penses.	Sending Inmates to their Friends.	Total Expenses.
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M'Deay SCHEDULE F.

The undersigned, the Inspector of the House of Industry and Refuge for the County of Wellington, respectfully presents to the Municipal Council of the County of Wellington the following as his annual report, for the year ending the day of A.D. 18¹

- M'Deay
1. No. of inmates in the House at last report.
 2. No. admitted during the year.
 3. No. of Vagrants.
 4. No. born in the House of Industry and Refuge.
 5. No. of deaths.
 6. No. of children bound out and sent out on trial.
 7. No. absconded from the House.
 8. No. discharged during the year.
 9. No. now in the House.
 10. The number of inmates admitted from the several Municipalities within the County, during the year, is as follows :—

Township of Minto	Adelaide	Town of Stratford
" Arthur.	Bis递波	Village of London & Let
" Luther.	Caravane	Petersville
" Amaranth.	Douglas	Hawbury
" East and West Guelph.	Dover	Glencole
" Peel.	Erfried	Markhill
" Maryborough.	London	Gilla Craig
" Pilkington.	Lake	Lucan
" Nichol.	Metcalfe	
" Guelph.	Moss	
" Puslinch.	Nelburnay	
" Erin.	Missouri	
" Ernosa.	Westminster	
Town of Guelph.	Williams East	
Village of	Williams West	

11. No. of the above who have not resided, or had their fixed place of abode in the County for two years previous to admission.

12. No. of weeks' board for such.

13. The various causes of pauperism of the inmates received at the House during the year is as follows :—

- Sickness.
- Destitution.
- Intemperance.
- Lame.
- Old Age.
- Vagrancy.
- Parents Absconded.
- Parents in Gaol.
- Blind.
- Orphans.
- Idiotic.
- And all other cases.

- and Refuge for
Capital Council of
Ct, for the year
- Municipalities
- of Stratford
London & St
Petersville
Newbury
Gloucester
Park Hill
Ailsa Craig
Lucan
- xed place of
the House
1. Average number of inmates during the year.
 5. Keeper's family and hired help added.
 16. Whole number of weeks' board for inmates.
 17. Whole number of weeks' board, with Keeper's family and hired help added.
 18. Total expenditure during the year.
 19. Deduct permanent improvements and repairs.
 20. Products sold.
 21. Leaving amount actually expended for the support of the inmates of House \$
 22. Making average expense per week for each person \$
 23. Average expense for each person \$
 24. The amount expended for the House and Farm is as follows:-

Paid for hired help \$	
Farm expenses and implements \$	
Stock, &c., \$	
Stationery, &c., \$	
Physician's salary and medicines \$	
Keeper and Matron's salaries \$	
Provisions, clothing and fuel \$	
Bedding and furniture \$	
Permanent improvements and repairs \$	
Incidental expenses \$	
Total.....\$	

Remarks.

And be it enacted that the House of Industry and Refuge shall be open for the reception of the parties described in this By-law, on and after the first day of December, A.D. 1881 January 1881

And be it further enacted that this By-law shall take effect, and come into operation on and after the first passing thereof.

Passed at Guelph this 8th day of December, A.D. 1881

(Signed)

JOHN REA, Warden.

JOHN BEATTIE, County Clerk.

{ L.S. }

John Morgan
Warden

John Morgan
County Clerk

