The meeting adjourned at 6:30 P.M.

President

Secretary

THERE WAS NO MEETING OF THE STATE BOARD OF AGRICULTURE DURING THE MONTH OF OCTOBER 1934

Minutes of the Meeting of the State Board of Agriculture November 3, 1934

Present: Messrs. Brody, Chairman; Berkey, Daane, Downing, Halstead; President Shaw and Secretary Halladay.

Absent: Mrs. Wilson; Superintendent Paul Voelker

Approval of the following miscellaneous appointments:

The meeting was called to order at 10:40 A.M.

PRESIDENT'S REPORTS

The minutes of the previous meeting were approved, having been in the hands of the Board members.

Resignations

of

Fern Kinton

H.L. Dunton

- 1. Acceptance of the resignation of Miss Fern Kinton, stenographer in the Department of Animal Pathology, effective as of September 1st.
- 2. Acceptance of the resignation of Mr. H. L. Dunton, half-time graduate assistant in the Department of Farm Crops, effective September 15th.
- Lv. of Abs. for B. V. Alfredson
- 3. Approval of the recommendation of Dr. E. T. Hallman that Mr. B. V. Alfredson, Laboratory Assistant in the Department of Animal Pathology, be granted an indefinite leave of absence, effective October 15th. Mr. Alfredson has accepted a temporary appointment with the U. S. Department of Agriculture.

Appointments of

Opal Gilpin

- 4. Appointment of Miss Opal J. Gilpin as stenographer in the Department of Animal Pathology, effective September 1st at a salary of \$90.00 per month (to be derived equally from College, Experiment Station, and Extension funds). Miss Gilpin replaces Miss Kinton, resigned.
- James Watkins 5. Mr. James Watkins as half-time graduate assistant in the Department of Farm Crops, effective September 15th (replacing H. L. Dunton).
- James Stiefel 6. James R. Stiefel as Instructor in Physiology, effective as of September 1st at a salary of \$1500.00 for nine months' service. Mr. Stiefel fills an existing vacancy in a \$1590.00 position, caused by the transfer of R. V. Brown.
- M.L. Vander- 7. Myrton L. Vandermeer as assistant freshman football coach at a salary of \$150.00 for the season (period from September 19th to December 8th).
- 8. Employment of Mr. E. A. Wendt at the rate of \$25.00 per week for the period of illness and necessary absence of Dr. Watson, Instructor in Modern Languages. Appointment became effective October 8th.
- L. M. Oldt 9. Mr. Leslie M. Oldt as half-time graduate assistant in the Department of Sociology, replacing Miss Nellie Holmes; appointment effective October 22nd. Miss Holmes was appointed at the September 14th Board meeting, but was unable to accept the position.
- F. T. Huber 10. Miss Florence Theresa Huber as half-time graduate assistant in the Department of Animal Pathology, replacing C. D. Logsdon (resigned). Appointment became effective as of September 1st, date of Mr. Logsdon's resignation.
- D. L. Allen 11. Mr. Durwood L. Allen as Fellow at the W. K. Kellogg Bird Sanctuary for 1934-35 effective September 1st at the rate of \$60.00 per month for ten months, to be drawn from the Trust Fund. This is a new fellowship created to take care of part of the work carried last year by two \$125.00 a month men who are no longer employed.

Approval of the following appointments made necessary by increased fall term enrollment:

- Kath. Hume 12. Miss Katherine Hume as full time Instructor in English at a salary rate of \$1700 per year, effective October 1st for the fall term only. Miss Hume has been on a half time basis at \$1070.00 per year.
- Ethel Rathke 13. Mrs. Ethel Rathke as Instructor in Modern Languages for the three-month period beginning October 1st, at a salary of \$167.00 per month.

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Appointments of

Laura Hemin-

Dale Albig

Cecil B.

Langham

Paul Dressel

C. A. Jacokes

Status of H.E. Rice changed

to \frac{1}{2} time grad. asst.

ger

PRESIDENT'S REPORTS, cont.

- 14. Miss Laura Heminger as full-time Instructor in English for the three-month period beginning October 1st, at a salary of \$166.67 per month.
- 15. Mr. Dale Albig as assistant in the Department of History and Political Science for the threemonth period beginning October 1st, at a salary of \$67.00 per month.
- 16. Mr. Cecil B. Langham as Instructor in Chemistry for the fall term only. Mr. Langham's appointment became effective September 22nd at the rate of \$125.00 per month.
- 17. Mr. Paul Dressel as part-time Instructor in the Department of Mathematics for the three-month period beginning October 1st, at a salary of \$88.88 per month.
- 18. Mr. C. A. Jacokes as part-time Instructor in the Department of Mathematics for the threemonth period beginning October 1st, at a salary of \$55.55 per month.
- 19. On recommendation of the Graduate Council, the status of Mr. Harry E. Rice was changed from quarter-time graduate assistant to half-time graduate assistant in the Department of Economics. Change became effective October 1st and will cover the remainder of the current fiscal year.

Approval of the following travel requests:

- 20. Dr. Paul M. Harmer to Cherubusko, Indiana, to appear before the Indiana Muck Crop Association Travel November 1st and 2nd; expenses of the trip borne by that organization.
- 21. Mr. M. F. Surls of the Engineering Experiment Station to Philadelphia to present a paper before the American Foundrymen's Association meetings, October 22nd to 26th. Railroad and pullman expenses were authorized.
- 22. Mileage expenses allowed on one car to Toledo and return, so that members of the Farm Crops Department might attend the special Tri-State Wheat Conference on November 1st.
- 23. Authorization of traveling and maintenance expenses for A. J. Patch for his trip to and week's stay in New York City preceding the Manhattan College game. Mr. Patch's expense account rendered for personal expenses and publicity work totals \$281.95.
- 24. Authorization of traveling expenses to Brooklyn, New York, and return for Glen O. Stewart, who accompanied the team to the Manhattan College game and organized alumni meetings in New York City.
- 25. Mileage expenses allowed on one automobile to Cleveland and return so that members of the Dairy Husbandry Department might attend meetings of the International Milk Dealers' Association at the Dairies Exposition, October 15th to 17th.
- 26. Railroad and pullman fare allowed to Dean Marie Dye and Mrs. Mabel Ehlers to Washington, D.C. and return. Miss Dye and Mrs. Ehlers attended American Dietetic Association meetings October 14th to 20th in the interests of placement of graduate dietitians.
- 27. Mileage expenses allowed on one automobile to Harrisburg, Illinois, and return so that members of the Forestry Department might attend the annual meeting of the American Foresters' Association, October 11th to 13th.

Action on the following miscellaneous matters:

- 28. Approval of the recommendation of Acting Dean Emmons that certain advanced students in music be allowed to teach elementary courses in violin required for the Public School Music Course at a rate of \$12.00 per term, and that the amount taken in in this manner be paid to them by the Treasurer's Office. This arrangement is for the purpose of relieving Mr. Press, who has too heavy a teaching load, and for reducing costs to students required to take this work (\$50.00 a term required under former plan).
- 29. Approval for payment of bills rendered by the Health Service for office calls made by Messrs. bills to H. Gorman, Russell, Washburn, Peterson, James and Cowdry, Buildings and Grounds Department employees. Total amount due - \$10.00.
- 30. Report of the death of Mr. D. A. Seeley, Meteorologist of the Weather Bureau, during the month of September, and discontinuance of his college salary as of September 30th.

On motion of Mr. Berkey, seconded by Mr. Daane, it was voted to approve the President's Reports.

MISCELLANEOUS COMMITTEE REPORTS

1. Report from the Buildings and Grounds Committee on the recommendation that insurance be placed on the college steam boilers (referred to the Committee at the meeting of September 14th).

No report.

Certain advanced students in music to teach elementary cs. in violin

Payment of Service to injuries to workmen.

Death of D.A. Seeley

Insurance on boiler referred to Bldg. & Gd. Committee

1122

Comm. recommends that 120 acres of land bordering Dunbar Station

PRESIDENT'S REPORTS, cont. Miscellaneous reports, cont.

college accept 2. Report of the special committee appointed to visit the Dunbar Forest Station and make recommendation as to the acceptance of the proffered gift of 120 acres of land bordering the Station holdings.

> On motion of Mr. Daane, seconded by Mr. Berkey, it was voted to approve the recommendations of the committee that the college accept the 120xacres of land bordering the Dunbar Station holdings.

SECRETARY'S ITEMS

Inventory of college completed and filed with Auditor Gen.

1. Report of the Secretary that the inventory of college property for the biennium ended June 30, 1934 had been completed and a copy filed with the Auditor General.

Report received.

Survey of Mich. State College Prop. presented to Board.

2. Presentation by the Secretary of the report of the Survey of Michigan State College Property as supplement to the inventory.

On motion of Mr. Daane, seconded by Mr. Halstead, it was voted that a copy of the report be placed on file in the Secretary's Office and that Mr. Halladay be presented with a copy.

LEAVES AND RESIGNATIONS

Lv. to Jan. 1935 for Miss J. Kzckley

- 1. Leave recommended for Miss Josephine Kackley, Professor of Public School Music, because of serious illness. The leave as requested will extend to January 1, 1935 on full pay.
- 2. Resignation of Mr. C. R. Oviatt, Extension Specialist in Farm Crops, effective September Resign. of C. R. Oviatt 1, 1934. Mr. Oviatt has been on leave of absence with the Agricultural Adjustment Administration, and wishes to accept a permanent appointment.

Resign. of Mrs. Stout

3. Through error the resignation of Mrs. L. Stout, Clerk in the Accounting Department, has not been reported. Resignation and discontinuance of salary became effective August 1, 1934.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the leaves and resignations.

APPOINTMENTS

Employment of Donald Pickard]. for fall term

&:

- Recommendation for the employment of Donald Pickard at \$35.00 for the fall term, and of Miss Ruth Matthews at \$75.00 for the term, to take care of part of Miss Kackley's work.
- Ruth Matthews 2. Transfer of Mr. Ralph Morrish, Assistant Professor and Research Assistant in Farm Crops, Mr. Morrish to the position of Extension Specialist in Farm Crops left vacant by Mr. Oviatt's resignatransferred tion, with a change in salary from \$2335 to \$2700 per year (\$1140 from U. S. Department of Agricultural funds, \$1560 from Smith-Lever funds). Appointment to become effective to Ex. Spec. Farm Crops November 1, 1934.
- App. Dr. S.T. 3. Appointment of Dr. Stephen T. Dexter as Assistant Professor and Research Associate in Farm Dexter. Crops, replacing Mr. Morrish (transferred) at the salary of \$2700.00 per year effective December 31, 1934.

App. Kathleen 4. Dietrich as Res. Asst. & Asst.Prof. of H. E.

- Appointment of Miss Kathleen Dietrich as Research Assistant and Assistant Professor of Home Economics at a salary of \$2200.00 per year, effective January 1, 1935. Miss Dietrich replaces Dr. Nellie Halliday (salary \$2380.00) who resigned November 1st. Dean Dye recommends that \$400 of Miss Dietrich's salary be derived from College funds and \$1800 from Station funds, necessitating the following reallocation of Dr. Hawks' salary: \$600.00 to be derived from College funds (\$1200.00 at present), and \$1625.00 from Station funds (\$1225.00 at present).
- J. Armand Per-5. Recommendation that Mr. J. Armand Person be appointed Instructor in Art at a salary rate of \$1700 per year, effective November 1st. Mr. Person has been carrying the work of Mr. Howard son appted. Inst. Art. Joyner on a labor payroll basis since the latter's resignation January 1,

App. S. B. Thomas, as Co. Agr. Agt.

6. Appointment of Mr. S. B. Thomas as County Agricultural Agent for Livingston County, effective November 1st, at a salary of \$2100 per year (\$1140 from Agricultural Adjustment Administration funds, \$960 from State Offset).

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the appointments.

TRAVEL

Travel

- 1. Dr. E. L. Austin to Washington, D. C. for the Country Life Conference on November 19th; railroad mileage only allowed.
- 2. Professor H. C. Rather to Washington, D. C., for the meeting of the American Society of Agronomy November 20th; railroad mileage only.
- 3. Dr. C. E. Millar to Washington, D. C., for the meetings of the American Soil Survey Association of the American Agronomy Society on November 20th; railroad mileage only.
- *This item is corrected to read 160 acres instead of 120 acres as per communications from the Dean of Agriculture and the President under date of December 4th, and filed with the November 3rd Board material.

TRAVEL. cont.

- 4. Request for all expenses for the following members of the Boys' and Girls' Club Department of the Extension Service, who will be in charge of the Michigan delegation to the National 4-H Club Congress in Chicago, December 1st to 8th; C. A. Rood, Miss Olga Bird, G. A. Thorpe, Miss Lola Belle Green, and A. G. Kettunen; all expenses allowed.
- 5. Delegate from the State Board of Agriculture to attend the 1934 meeting of the Association of Governing Boards in Columbus, Ohio, November 15th to 17th with all expenses.

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted that Mr. Berkey be designated to represent the Board at the 1934 meeting of the Association of Governing Boards in Columbus, Ohio, November 15th to 17th. It is the understanding that if Mr. Berkey finds that he cannot make the trip, he will advise the Board.

6. The following delegation to attend the annual convention of the Association of Land Grand Colleges and Universities in Washington, D. C., November 19th to 21st; with all expenses:

V. R. Gardner, Miss Marie Dye, R. J. Baldwin, H. B. Dirks, E. L. Anthony, R. S. Shaw, and

On motion of Mr. Brody, seconded by Mr. Halstead, it was voted that Mr. Daane be designated to represent the Board at the Land Grant College Meeting in Washington November 19th to 21st. It is understood that if Mr. Daane finds that he cannot make the trip, he will advise the Board.

- 7. Request of Miss Edna V. Smith, State Home Demonstration Leader, that she be allowed travel to attend the Land-Grant College Association meeting in Washington, D. C., November 19th to 21st. Railroad mileage only allowed.
- 8. Recommendation of Dean Anthony that all expenses be allowed P. O. Robbins, superintendent of the Dunbar Station, and J. L. VanCamp, superintendent of the College Nursery to attend a Forestry Nursery meeting in Rhinelander, Wisconsin November 5th to 7th. All expenses allowed.
- 9. B. R. Proulx to the National Hotel Exposition in New York City November 12th to 17th; all expenses requested. Railroad mileage only allowed.
- 10. G. O. Stewart to Syracuse, New York, for the Syracuse University game November 10th, with all expenses.
- 11. Recommendation of the Athletic Council that the following members of the Council be allowed to accompany the football team on respective trips:

Syracuse University - Professor A. J. Clark University of Kansas - Mr. G. Vern Branch Texas A. & M. College - Dean R. C. Huston

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve items 1, 2, 3, 7, and 9 with railroad mileage only.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve items 4, 6, 8, 10 and 11 with all expenses.

MISCELLANEOUS

- 1. Recommendation of the Registrar that because of special circumstances the entire course fee of \$30.00 be refunded to Mr. Ormond Danford, freshman student who has withdrawn. Regulation refund at time of withdrawal would be only \$15.00.
- 2. Recommendations in regard to the M. S. C. Military Band:
 - a. Request of Comptroller for the appropriation of amount necessary to finance the Band's trip to Ann Arbor for the University of Michigan game (estimated at \$250.00). Band transportation fund cannot cover this.

Approved.

b. Recommendation of the Band Committee that the Band be permitted to accompany the football team to Syracuse, New York, for the game with Syracuse University November 19th.

It was the feeling of the Board that if the trip could be made for \$1200 it would be approved. It was left to the President with power who is to report his action at the next meeting.

c. Recommendation of the Band Committee that a definite yearly sum be set aside as a Band Transportation Fund, with the purpose of providing one trip for the group with the team in addition to the usual ones to Ann Arbor and Detroit.

Action deferred.

3. Recommendation of Dean R. C. Huston that the budget of the Beal Botanical Garden be increased from \$2000.00 to \$2100.00, the increase to be used for the purchase of a special variety of rock garden.

Entire course fee to be refunded to Ormond Danford.

Approp. made to finance band's trip to Ann Arbor.

Trip for band to Syracuse approved if it can be made for \$1200.

Action def.
on request
that definite
sum be set
aside as Band
Trans. Fund

Budget of
Beal Botanical Garden
increased
from \$2100
to \$2100

MISCELLANEOUS, cont.

No action on proposal to pool Patent No. 1,947,432 assigned to St. Bd.

Battle Creek Dog Food Co. to furnish \$50.00 mo. for \frac{1}{4} time fellowship.

ment of \$300 to Dept. Int. Revenue, etc.

- 4. Proposal from E. R. Squibb and Sons for the pooling of Patent No. 1,947,432 assigned to the State Board of Agriculture by R. C. Huston and Howard Lightbody) with their patent No. 1,745,604 - infringement is claimed. It is the recommendation of the Patent Committee that no action on this proposal be taken at the present time.
- 5. Proposal of the Battle Creek Dog Food Company to furnish the sum of \$50.00 per month for a period of at least six months, beginning November 1st, for the maintenance of a quartertime graduate fellowship for the investigation of the nutritive value of dog rations, with the understanding that no reports on this investigation will be published or used for advertising purposes without the consent of both parties.
- etc.

 Report of the payment of approximately \$300.00 to the Department of Internal Revenue, penalty for non-payment of tax on football receipts during the 1933 football season. This was reported at the May 17, 1934 Board meeting, at which time it was recommended that an attempt to obtain a refund be made; this has been found impossible.

On motion of Mr. Daane, seconded by Mr. Berkey, it was voted to refer the above matter to Mr. Halstead for investigation.

Wm. Munger granted exemp- 7. tion from rule req. students enrolled Grad.

Amount of \$465 to be paid to Y.M. C.A.

Approval of payment of \$155.00 for 1 months salary .

- Petition of William Munger, with the recommendation of Dean Bessey, that he be granted exemption from the College rule requiring students enrolled in graduate work to pay undergraduate fees until all undergraduate work is completed.
- work to pay undergrd. fee. 8. Request that Mr. Rollo R. May's name be entered on the College salary payroll as Y. M. C. A. secretary, so that monthly salary may be paid. Amount of salary \$465.00 per year) has been provided for in budget, but name of appointee has not been previously presented.

On motion of Mr. Daane, seconded by Mr. Halstead, it was voted that the Y. M. C. A. be paid the contribution of \$465.00 for the year as budgeted.

9. Request of A. D. Freiberg, former Instructor in Psychology, that he be granted one month's salary (\$155.00 for September, 1933) claimed due under the terms of his resignation.

On motion of Mr. Berkey, seconded by Mr. Daane, it was voted to approve the payment of one month's salary to Mr. A. D. Freiberg (\$155.00 for September, 1933 in full settlement of all claims.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve items 1, 3, 4, 5, and 7.

- \$400. added to Hort.Budget, to purchase cider supplies. No action on request of
- O.L. Snow for No action. medical serv. for injury
- H. B. Battenberg apptd. Mil. Prop. Custodian \$100 trans. to B & G
- \$400 trans. tion from amt. of Dr. Hallidays salary.
- Request of Institute that settlement for Ins. equipment be made, ref. to Pres. and Chairman of Bd.

Approval of resolution prepared by Mr. Ecker

- 10. Request of Director Gardner that \$400.00 be added to the maintenance budget of the Department of Horticulture for the immediate purchase of cider supplies, with the understanding that the full amount will be returned to the general fund within ninety days.
- 11. Request of Professor O. L. Snow that expenses for medical and x-ray services incurred because of injury while working be paid by the College.
- 12. Recommendation of Colonel D. R. Rodney that H. B. Battenberg, Assistant Military Property Custodian, be made Military Property Custodian at a salary of \$1200.00 per year (present college salary - \$930.00), responsible to the Comptroller for the present.
- 13. Request for the transfer of \$100.00 from the Contingent Fund to the Buildings and Grounds Department budget in payment for work done on Demonstration Hall for the Farmers' Union meeting of September 17th, and for the transfer of the necessary sum (approximately \$25.00) for work done for the Union meeting of November 1st.
- to H. E. Sec-14. Recommendation of Director Gardner that approximately \$400.00, the amount remaining of Dr. Nellie Halliday's salary for the period from November 1st (date of her resignation) to January 1st (date of successor's appointment), be transferred to the Home Economics Section for the employment of necessary student help during that time.
 - 15. Request of Mr. C. E. Ecker, on behalf of the Michigan State Institute of Music and Allied Arts, that:
 - Settlement be made for Institute equipment still in use by the College.

On motion of Mr. Berkey, seconded by Mr. Daane, it was voted that the President and Chairman of the Board investigate the above matter and make recommendations to the Board at its next meeting.

2. The question of the continuance of present relationships between the Institute and the College be considered by the State Board of Agriculture.

On motion of Mr. Halstead, seconded by Mr. Daane, it was voted to adopt the resolution prepared by Mr. Ecker as follows:

WHEREAS, the Articles of Association of the Michigan State Institute of Music and Allied Arts, dated May 10, 1928 provided for Eleven (11) of the Twenty-one (21) directors to be elected by the State Board of Agriculture and the other ten (10) to be elected by the Board of Governors of said Institute, which said Board of Governors is elected by the Board of Directors, and,

MISCELLANEOUS. cont.

- 15. Request of Mr. Ecker, etc., cont.
 - 2. Cont.

WHEREAS, it is deemed wise by the Members of the State Board of Agriculture to relinquish its right to elect members to the Board of Directors of said Institute and that the Articles of Association thereof be amended accordingly,

NOW, THEREFORE, be it resolved that the Board of Directors of the Michigan State Institute of Music and Allied Arts be and it is hereby requested to amend the articles of Association of said Institute so as to sever the official relationship of this Board, thus leaving it free to establish such contractual relations therewith as may be mutually agreeable.

16. Presentation for filing of copy of the Report on Examination for the year ended June 30, 1934, and of copy of the Report on Accounting Recommendations (supplementary report under date of October 22, 1934) - both prepared by Seidman & Seidman.

Deferred for special attention.

17. Presentation of bill in the amount of \$2,250.00 by Seidman and Seidman, Public Accountants, for the exmaination of accounts for the year ended June 30, 1934, and submission of reports.

Deferred for special attention.

18. Request of Mr. C. S. Morris of Laingsburg, and Mr. Dana Parker, of St. Johns, for the rental of College muck land near DeWitt, Michigan.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to deny the above request.

19. Notice of premiums of \$200.00 and \$100.00 due November 3rd on bonds of C. O. Wilkins and Jacob Schepers, respectively.

On motion of Mr. Daane, seconded by Mr. Brody, it was voted that the premiums mentioned above be

On motion of Mr. Daane, seconded by Mr. Brody, it was voted to approve items 10, 12, 13, 14.

- 20. Request of C. O. Wilkins that depositories be named for the following sums: \$150,000.00 revolving funds; \$150,000.00 - government funds: \$100,000.00 - general funds. Mr. Wilkins asks the attaching of a clause disclaiming responsibility of Treasurer for monies deposited in banks which may become defunct.
- 21. Request of C. O. Wilkins for recommendation of the Board in regard to Cooper-Carlton Company hotel bonds of the face value of \$2,500.00. Request has been received that these be returned for settlement - bonds have become default. Mr. Wilkins also requests an interpretation of the Board's decision relative to other bonds not in good standing.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted that items 20 and 21 be left to the Finance Committee and Mr. Daane.

22. Communication from Mr. Ralph Carr of the Wayne County Extension office setting forth the needs of a camp site within Wayne County for 4-H Clubs, and the request for the consideration of the offer, tentatively, of 60 acres of land from Mr. Jesse Leng, who would turn the land over as a permanent camp site for a consideration of \$200 per year for life and funeral expenses, providing it is made a permanent 4-H Camp site under proper trusteeship.

On motion of Mr. Daane, seconded by Mr. Halstead, it was voted that the above matter be referred to the Advisory Committee of the Board to report at the next meeting of the Board.

The meeting adjourned at 12:15 P.M.

Resolutions prepared by Mr. Ecker of Institute of Music app.

Auditors Report deferred for special attention.

Bill from Seidman & Seidman deferred for special attention

Request from Morris & Parker for rental of college land denied.

Premiums on bonds for Wilkins & Schepers to be paid.

Request for naming depositories ref. to Finance Com.

Recommendation re: Cooper Carlton bonds ref. to Fin. Com. & Mr. Daane.

Request for camp site in Wayne County ref. to Adv. Com.

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