

P. L. L., 1888, Art. 17, sec. 88. 1912 Code, sec. 177.

313. Before entering upon the duties of his office, he shall take an oath before any one of said commissioners, that as the clerk to the County Commissioners of Prince George's County, he will diligently and faithfully, without partiality or prejudice, discharge the duties of his office to the best of his skill and judgment.

P. L. L., 1888, Art. 17, sec. 89. 1912 Code, sec. 178. 1929, ch. 161, sec. 178.

314. He shall also execute a bond to the State of Maryland to be approved by said County Commissioners in the penalty of fifty thousand dollars (\$50,000), conditioned for the faithful performance of the duties imposed upon him by law; which bond shall be recorded in the office of clerk of the Circuit Court for said county; and the surety on said bond shall be some surety company authorized to do business in the State of Maryland, and the premium on said bond shall be paid by the County Commissioners of Prince George's County.

1898, ch. 222, sec. 90. 1912 Code, sec. 179. 1914 ch. 572, sec. 179.

315. He shall make full minutes of all proceedings of said Commissioners and record the same in a book, which shall be indexed; he shall endorse, file, index and keep all papers presented to the Commissioners; he shall, each year immediately after annual assessment and levy, make out the annual assessment and levy books for each district in the County which shall set forth the name of each taxpayer in said district, description of the real and personal property assessed to him, the valuation of each item of real estate, and of the aggregate of personalty, the rate or tax levied thereon, and deliver the same to the County Treasurer within sixty days after the making of said annual levy, taking his receipt therefor; he shall annually audit the account of the County Treasurer and report the same each year to the County Commissioners; he shall keep all necessary books of account and therein enter accurately all the financial transactions of the County Commissioners, and particularly showing at all times, the amount of County moneys, securities and property in the hands of the County Treasurer or any other fiduciary or officer of the county, the amount of taxes placed in the hands of the Treasurer, and not accounted for by him; the amount of each and every appropriation made by said Commissioners, and of each warrant thereon with the name of the person to whom such warrant was issued, the number, date and amount thereof; and he shall keep a warrant book of Prince George's County from which he shall make out every warrant which shall authorize the treasurer of the county, or any of the financial agents of the county to pay out any money; which warrant book shall contain a corresponding stub, in which, at the time of the filling up said warrant, and before its removal from the book, he shall make full entry of the number, date and amount of such warrant, the name of the person to whom issued, upon whom drawn, the appropriation against which drawn, and reference to the page of the journal wherein is the entry of the order for such warrant; and shall also do any work which shall be imposed upon said Clerk by the