

the manner and as required by law and said ordinance. Said bond shall be paid for by the Mayor and Council. The clerk and treasurer, if not also collector, shall give bond in such penalty as the Mayor and Council may prescribe, and if the same person shall be appointed as clerk, treasurer and collector, then the said offices shall all be combined and named in said bond and included in its penalty, as above provided. The said bond or bonds shall be approved by the Council and spread upon its minutes, and then delivered, with the approval indorsed thereon, to the Clerk of the Circuit Court for Somerset County for record, a certified copy of the same from the record to be evidence in any court of this State. If appointee shall fail or neglect to give satisfactory bond within fifteen days, unless the time be extended by the Council, from the date his appointment is confirmed, the Mayor shall appoint some other person to said office, to be confirmed as aforesaid by the Council and to give bond as aforesaid, and said bond to be approved and recorded as aforesaid. In case of vacancy for any cause in said office, or any of them, the Mayor shall appoint some person to fill the unexpired term, the new appointee to be confirmed and to take the oath as if originally appointed. The clerk may take the probate to any account against said city and administer oaths in any proceedings where an oath is necessary had before the Council or Mayor, but shall receive no fee therefor.

1910, ch. 529, sec. 75 (p. 1087).

71. The said clerk shall attend all meetings of Council. He shall keep an accurate account of the proceedings of the Council, record promptly all ordinances in the ordinance book, all proceedings in relation to the opening, closing, widening, grading or paving of any street or alley, or any part thereof, including reports of commissioners on same, in a suitable book, and index the same. He shall keep the assessment books of said city, with names of owners of property arranged alphabetically, and the property so described as to identify same, stating the value of each piece thereof. He shall keep a full and fair account of all money received by him, and of all money paid out, showing from whom or what source it was received and for what paid out, special funds to be kept under separate heads. All books, papers and documents and other supplies shall be supplied by and be the property of the Mayor and Council of Crisfield, and shall be turned over by him to his successor in office when duly qualified. Said ordinance, books, accounts, proceedings and the records thereof shall be public records and open to inspection by citizens of the town upon proper occasion and under reasonable regulation. He shall on each day deposit in some bank or banks in Crisfield, to be designated by the Council, to the credit of the Mayor and Council of Crisfield, all moneys received or collected by him for taxes, or from any other source, belonging to them, up to the time of making such deposit. Said money shall only be paid out on check signed by the Treasurer and countersigned by the Mayor, on the order of the Council, and only for such debts or purposes as may be designated by the Council.