

case of his absence from any meeting, the Councilmen present shall elect one of their members to preside who shall for the time being have all the authority of the Mayor.

SEC. 10. *And be it further enacted*, That the Mayor, with the approval of the majority of the Common Council shall appoint a Clerk to hold office for one (1) year or until his successor is appointed and qualified. The Council shall fix his compensation and prescribe his duties except as herein provided. The Clerk shall keep the minutes of the proceedings of the Mayor and Common Council which shall be open to inspection to all persons interested at all reasonable hours.

SEC. 11. *And be it further enacted*, That the Mayor is hereby authorized to appoint, with the consent of the Council, a Town Solicitor. His compensation shall be fixed by the Council. He shall be an attorney at law who shall have been admitted to practice before the Court of Appeals of Maryland and who shall have been engaged in actual practice within the State for a period of not less than three years. He shall be the chief legal adviser of, and attorney for, the Town and all officers thereof in matters relating to their official powers and duties and shall perform such duties of a legal nature as the Mayor and Common Council may require. The Mayor and Council shall have power to employ, and fix the compensation of, such other attorney or attorneys as said Mayor and Council shall determine to be necessary in order to discharge their duties as officers of the Town.

SEC. 12. *And be it further enacted*, That it shall be the duty of the Town Treasurer to collect and receive all taxes and other monies of and due to the Town of College Park.

Said Treasurer shall deposit all Town funds coming into his hands, together with all interest thereon, in such depository as the Mayor and Common Council may select. The Treasurer shall make all disbursements of Town funds and shall not disburse or dispose of any of the Town funds coming into his hands as such except by check duly signed by him as Treasurer and countersigned by the Mayor, pursuant to resolution of the Mayor and Common Council.

Whenever the Mayor and Common Council shall levy a tax they shall cause to be made an alphabetical list of persons charged therewith and shall affix thereto the respective sums to be collected from such persons and a warrant to the Treasurer to collect the same. The Treasurer shall within ten days after receipt of such list render to such persons named therein an account or tax bill showing the amount due by them.