

sections so repealed, of the Code of Public Local Laws of Harford County (1957 Edition, being Article 13 of the Code of Public Local Laws of Maryland), title "Harford County", sub-title "County Commissioners", relating to the appointment, salary, tenure, and duties of the Administrative Assistant to the County Commissioners and relating generally to the County Commissioners of Harford County.

SECTION 1. *Be it enacted by the General Assembly of Maryland,* That Sections 196 to 200, inclusive, be and they are hereby repealed, and that new Section 196 be and it is hereby enacted in lieu thereof, to stand in the place and stead of the sections so repealed, of the Code of Public Local Laws of Harford County (1957 Edition, being Article 13 of the Code of Public Local Laws of Maryland), title "Harford County", sub-title "County Commissioners", and to read as follows:

196. *The County Commissioners are hereby authorized and directed to appoint an Administrative Assistant at a salary to be fixed by said Commissioners. He shall hold office during good behavior and shall be discharged only for inefficiency, inability or misconduct, but he shall not serve after attaining seventy (70) years of age. The Administrative Assistant shall be skilled in bookkeeping and accounting, both EITHER by training and OR practical experience. He shall execute in favor of the County Commissioners of Harford County a bond in such amount as they shall prescribe, with corporate surety to be approved by them, conditioned upon his faithful performance of his duties as Administrative Assistant. His duties shall be as follows:*

(1) *The Administrative Assistant shall continuously study and analyze the needs of the several departments and agencies of Harford County, and of all private associations, corporations, or institutions which receive funds appropriated by Harford County for any purpose whatsoever; and he shall also study and analyze the current County revenues from all sources in relation to such needs. The Administrative Assistant shall have the power to examine any officer or employee of the above mentioned departments or agencies of Harford County or of any private institutions receiving funds appropriated by Harford County and to examine the books and records of all such ANY agencies and institutions, AGENCY OR INSTITUTION RECEIVING FUNDS FROM HARFORD COUNTY, if deemed necessary, to aid them in estimating the needs of such agencies or institutions. It shall be the duty of the Administrative Assistant to assist the County Commissioners of Harford County in preparing their annual tentative and final budgets as now or hereafter provided by law and to furnish them with fiscal information relating to the efficient use of County Funds.*

(2) *The Administrative Assistant shall have general supervision of all accounting and disbursements of the County Commissioners. No claim account or demand against the County of any kind whatsoever shall be paid unless (a) first approved by the Administrative Assistant or unless (b) approved by the Board of County Commissioners after reference to and disapproval by the Administrative Assistant. He shall have general supervision and control of all accounting and bookkeeping of all County departments and agencies and he shall, IN COOPERATION WITH THE COUNTY AUDITOR,*