

missioners a complete financial statement showing the assets, liabilities, and financial condition of the county.

(13) To control and supervise all county expenditures on the basis of authorized budget allotments and to report monthly thereon to the several offices, departments, boards, commissions, and other agencies of the county government.

(14) To examine, audit, and approve all bills, demands, or charges against the county and to determine their regularity, legality, and correctness.

(15) To supervise and manage for the county, the purchase of materials, goods, and services, following accepted and proper purchasing procedure.

(16) To perform the functions of Clerk to the County Commissioners. He may administer an oath of OR affirmation to any person presenting a claim to the Commissioners against the County.

(17) To perform such other duties and functions as may be assigned to him from time to time by the Board of County Commissioners.

(d) The Division of ~~Finance~~ FISCAL MANAGEMENT within the Office of Administration is created. The ~~Finance~~ FISCAL Officer, under the direction and control of the Director of Administration, shall have immediate supervision and responsibility for the several financial and fiscal matters assigned to him by the Director of Administration. The ~~Finance~~ FISCAL Officer shall perform such duties and functions as may be assigned to him from time to time by the Director of Administration. He shall be appointed by the Board of County Commissioners from time to time and ~~is not a member of the merit system~~ HE SHALL HAVE THE SAME TENURE IN OFFICE AS THE DIRECTOR OF ADMINISTRATION. His compensation shall be as established by the County Commissioners from time to time. The ~~Finance~~ FISCAL Officer shall be a person who is experienced and skilled in problems of bookkeeping and accounting, governmental finance, fiscal matters, and financial methods and procedures.

(e) In the temporary absence of the Director of Administration, the Board of County Commissioners may appoint an Acting Director of Administration. During the period of holding this position, the Acting Director of Administration has all the powers, duties, functions and responsibilities of the office of the Director of Administration.

SEC. 2. And be it further enacted, That on the effective date of this Act, the Administrative Assistant to the Board of County Commissioners of Harford County, if he then has held that position for not less than the preceding six months, shall become the first Director of Administration, subject in all respects (except as to initial selection) to the other provisions of this Act and to the laws concerning employees of Harford County.

SEC. 3. And be it further enacted, That this Act shall take effect July 1, 1966 JANUARY 1, 1967.

Approved April 29, 1966.