

(c) The committing magistrates and deputy committing magistrates shall sit at such times and places and shall perform such duties, including the issuance of warrants, the taking of bail bonds, the acceptance of collateral, and clerical functions as are assigned to them by the Chief Judge of the People's Court. In the conduct and administration of their affairs they shall conform to such practices and procedures, consistent with law, as are prescribed by the Chief Clerk of the People's Court with the approval of the Chief Judge thereof.

10. (10)

(a) There shall be a Chief Clerk of the People's Court who shall be appointed by the Chief Judge, receive an annual salary of nine thousand dollars (\$9,000.00), and give bond with corporate surety, conditioned upon the proper performance of his duties, in such amount as the Chief Judge shall prescribe, the premium of which shall be paid by the county commissioners.

(b) The Chief Clerk shall perform the duties prescribed for Clerks of Court by Section 10 of Article IV of the Constitution of Maryland. He shall be responsible for the maintenance, custody and preservation of a full and true record of all proceedings in the People's Court, and, as hereinafter provided, for the collection, custody, accounting and remittance of all fines, penalties, forfeitures, fees and costs. The Chief Clerk shall perform such additional duties as may from time to time be assigned to him by the Chief Judge.

(c) The Chief Clerk shall establish and maintain a complete and accurate system of books and accounts for the effective control of all monies received, disbursed or otherwise handled by the People's Court. In the establishment of such accounting and recording practices and procedures he shall seek the advice of the State Auditor, who shall study and review the systems of accounting and methods of bookkeeping proposed to be established, and direct such revisions therein as to him seem necessary or desirable. The Chief Clerk shall comply with all directives of the State Auditor respecting the bookkeeping and accounting procedures of the office, and shall insure that such procedures continually conform to said directives.

The Chief Clerk shall file with the county commissioners at least once monthly, a verified account of all fines, forfeitures, penalties, fees and costs imposed by said court during the previous month which are payable to the county commissioners. Said account shall show the amounts paid in each case, the nature of the charge for which payment was made, the nature of the case and the name of the party making payment. At the time of filing any account the Chief Clerk shall pay over to the county commissioners the amount of said fines, forfeitures, penalties, fees and costs received. All payments required by law to be made to the Commissioner of Motor Vehicles or to the State of Maryland shall be promptly made in accordance with law and with such regulations consistent therewith as the said Commissioner of Motor Vehicles or the Comptroller of the State of Maryland, respectively, shall prescribe. All monies received from the imposition of fines, forfeitures, penalties, fees and costs shall be promptly deposited in a bank account maintained in the name of the Chief Clerk in his official capacity where they shall be retained until payment is made thereof to the officials to whom they are due.