
By: Charles County Delegation

Introduced and read first time: January 30, 1997

Assigned to: Commerce and Government Matters

A BILL ENTITLED

1 AN ACT concerning

2 **Charles County - County Officials and Departments - Organizational and Technical**
3 **Changes**

4 FOR the purpose of altering the titles of certain Deputy County Administrators for the
5 Departments of Fiscal Services, Planning and Growth Management, Facilities, and
6 Utilities in Charles County to Directors of the Departments; authorizing the County
7 Commissioners for Charles County to create a Department of Utilities and provide
8 for the organization and functions of the Department; authorizing the County
9 Commissioners to appoint certain Directors of certain Departments; authorizing the
10 County Commissioners to alter the title of the Deputy County Administrator for the
11 Department of Community Services to the Director of the Department of
12 Community Services; and generally relating to county officials and employees of
13 Charles County.

14 BY repealing and reenacting, with amendments,
15 The Public Local Laws of Charles County
16 Section 48-1, 97-1 B., C., and D., and 97-2 B.
17 Article 9 - Public Local Laws of Maryland
18 (1994 Edition and November 1995 Supplement, as amended)

19 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF
20 MARYLAND, That the Laws of Maryland read as follows:

21 **Article 9 - Charles County**

22 48-1.

23 A. There is an office of the [Deputy County Administrator for] DIRECTOR OF
24 Fiscal Services of Charles County. The County Commissioners may appoint a [Deputy
25 County Administrator for fiscal services] DIRECTOR OF FISCAL SERVICES at a salary to
26 be fixed by the County Commissioners. The [Deputy County Administrator for]
27 DIRECTOR OF Fiscal Services shall hold office for a term as directed by the County
28 Commissioners and shall execute in favor of the County Commissioners a bond in an
29 amount as the County Commissioners prescribe, with an appropriate corporate surety to
30 be approved by the County Commissioners. The premium for the bond shall be paid out
31 of county funds. The [Deputy County Administrator for] DIRECTOR OF Fiscal Services
32 shall be selected solely on the basis of executive, administrative and fiscal abilities, with

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1 particular reference to actual experience in the knowledge of accepted practice and
2 procedure respecting duties of the office as set forth in this chapter.

3 B. The [Deputy County Administrator for] DIRECTOR OF Fiscal Services shall
4 devote full time to the work of the county and shall be responsible to the County
5 Commissioners for the proper administration of the office's affairs. The [Deputy County
6 Administrator for] DIRECTOR OF Fiscal Services may employ, with the approval of the
7 County Commissioners, assistants for the proper performance of the duties of the office.
8 The [Deputy County Administrator for] DIRECTOR OF Fiscal Services shall at all times
9 be held responsible for the proper discharge of the duties of the office, but may delegate
10 such authority to carry out the duties of the office to appropriate officers and employees.
11 During a temporary absence or disability, the duties of the [Deputy County
12 Administrator for] DIRECTOR OF Fiscal Services shall be performed by a qualified
13 administrative officer of the county designated, in writing, by the [Deputy County
14 Administrator for] DIRECTOR OF Fiscal Services or by resolution of the County
15 Commissioners in the event that the [Deputy County Administrator] DIRECTOR fails or
16 is unable to make a designation.

17 C. The [Deputy County Administrator for] DIRECTOR OF Fiscal Services has
18 the following powers and duties:

19 (1) To supervise the financial administration of each office, department,
20 board, commission, institution or other agency of county government of any kind; to
21 periodically study and investigate the organization and management and the bookkeeping
22 and accounting procedures of each agency; and to direct each agency to adopt and follow
23 the method of conducting the agency's office and to keep books and accounts and to
24 make reports in the form that the [Deputy County Administrator for] DIRECTOR OF
25 Fiscal Services considers advisable and prescribes.

26 (2) To establish and maintain current accounts of all appropriations,
27 revenues and disbursements made by the County Commissioners so as to show in detail
28 the appropriations made to each account, the sources thereof, the amounts drawn
29 thereon, the purpose for which such amounts were expended and the unencumbered
30 balance; and to submit at each meeting of the County Commissioners a summary showing
31 the amounts received, expended and on hand in each account as of that date.

32 (3) To prescribe the forms and to supervise and direct the preparation of
33 each county budget submission and to assist in the preparation of the county budget.

34 (4) To keep the County Commissioners advised on the financial condition of
35 the county and to make recommendations as may seem advisable; to remain continually
36 available to advise the County Commissioners on all financial matters, including advice
37 about the investment of county moneys and the purchase and issuance of bonds; and to
38 submit at least once a year to the County Commissioners a complete financial statement
39 showing the assets, liabilities and financial condition of the county.

40 (5) To control all county expenditures on the basis of authorized budget
41 allotments and to report on expenditures to the offices, departments, boards,
42 commissions and other agencies of the county government.

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1 (6) To examine, audit and approve all bills, demands or charges against the
2 county and to determine the regularity, legality and correctness of the same.

3 (7) To keep and maintain all financial records, including all financial ledgers
4 and journals, of the county.

5 (8) To perform such other functions as may be assigned from time to time by
6 the County Commissioners.

7 D. The provisions of this chapter shall be liberally construed so as to enable the
8 County Commissioners, the [Deputy County Administrator for] DIRECTOR OF Fiscal
9 Services and all county departments, offices and agencies to realize the maximum
10 advantages to be attained from integrated supervision of the financial affairs of the
11 county.

12 E. The County Commissioners annually shall levy an amount sufficient for the
13 proper administration of this chapter.

14 97-1.

15 B. (1) Where an authority or district has been abolished, the County
16 Commissioners may create a Department of Planning and Growth Management [and
17 a], Department of Facilities, AND DEPARTMENT OF UTILITIES, provide for the
18 organization and functions of each department, APPOINT A DIRECTOR OF PLANNING
19 AND GROWTH MANAGEMENT, A DIRECTOR OF FACILITIES, AND A DIRECTOR OF
20 UTILITIES and delegate to the Departments all or any delegable administrative duties or
21 powers provided in Title 9, Subtitle 9, of the Environment Article of the Annotated Code
22 of Maryland when an authority has been abolished or as provided in Title 9, Subtitle 6, of
23 the Environment Article of the Annotated Code of Maryland when a district has been
24 abolished. The delegation may not include duties or powers pertaining to the issuance of
25 bonds or the imposition of taxes, fees or charges.

26 (2) A Department of Planning and Growth Management may be granted
27 responsibility for planning, designing, regulating, engineering and other functions and
28 duties as may be assigned by the County Administrator, relating to the following:

29 (a) General county public works, buildings, publicly owned water and
30 sewerage facilities and capital projects.

31 (b) Roads, highways, bridges and streets, lanes, alleys, footways and
32 culverts.

33 (c) Water supply facilities and projects.

34 (d) Wastewater collection, treatment and disposal facilities and
35 projects.

36 (e) Solid waste collection, recycling and disposal facilities and
37 projects.

38 (f) Storm drainage, erosion and sediment control facilities and
39 projects.

40 (g) Lighting for roads, highways, alleys and other public places.

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1 (h) Fire hydrants, mosquito control facilities and programs and snow
2 and ice removal.

3 (3) A Department of Facilities AND A DEPARTMENT OF UTILITIES may be
4 granted responsibility for constructing, operating and maintaining and other functions
5 and duties as may be assigned by the County Administrator, relating to the following:

6 (a) General county public works, buildings, publicly owned water and
7 sewerage facilities and capital projects.

8 (b) Roads, highways, bridges and streets, lanes, alleys, footways and
9 culverts.

10 (c) Water supply facilities and projects.

11 (d) Wastewater collection, treatment and disposal facilities and
12 projects.

13 (e) Solid waste collection, recycling and disposal facilities and
14 projects.

15 (f) Storm drainage, erosion and sediment control facilities and
16 projects.

17 (g) Lighting for roads, highways, alleys and other public places.

18 (h) Fire hydrants, mosquito control facilities and programs and snow
19 and ice removal.

20 C. Rules and regulations may be promulgated for a new Department of Planning
21 and Growth Management [and the], Department of Facilities, AND DEPARTMENT OF
22 UTILITIES only after a public hearing is held by the County Commissioners. Notice of the
23 public hearing shall be given in a local Charles County newspaper once a week for three
24 (3) weeks prior to the day of the hearing.

25 D. The completed water and sewerage system of any housing subdivision
26 development existing as of July 1, 1974, is exempted from the control of the Department
27 of Planning and Growth Management [and the], Department of Facilities, AND
28 DEPARTMENT OF UTILITIES as long as it conforms to the standards set by the
29 Departments.

30 97-2.

31 B. After acquisition of a private water system, it shall be operated and
32 maintained by the Department of Facilities OR DEPARTMENT OF UTILITIES, AS
33 DETERMINED BY THE COUNTY COMMISSIONERS, pursuant to the APPROPRIATE
34 Department's rates and regulations.

35 SECTION 2. AND BE IT FURTHER ENACTED, That the County
36 Commissioners for Charles County, by ordinance or resolution, may alter the title of the
37 Deputy County Administrator for the Department of Community Services to the Director
38 of the Department of Community Services.

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1 SECTION 3. AND BE IT FURTHER ENACTED, That this Act shall take effect
2 July 1, 1997.