
By: Charles County Delegation

Introduced and read first time: January 30, 1997

Assigned to: Commerce and Government Matters

Committee Report: Favorable with amendments

House action: Adopted

Read second time: March 4, 1997

CHAPTER ____

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, Public
6 Facilities, and Utilities in Charles County to Directors of the Departments;
7 authorizing the County Commissioners for Charles County to create a Department
8 of Utilities and provide for the organization and functions of the Department;
9 authorizing the County Commissioners to appoint certain Directors of certain
10 Departments; authorizing the County Commissioners to alter the title of the Deputy
11 County Administrator for the Department of Community Services to the Director of
12 the Department of Community Services; and generally relating to county officials
13 and employees of 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

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1 County Administrator for fiscal services] DIRECTOR OF FISCAL SERVICES at a salary to
2 be fixed by the County Commissioners. The [Deputy County Administrator for]
3 DIRECTOR OF Fiscal Services shall hold office for a term as directed by the County
4 Commissioners and shall execute in favor of the County Commissioners a bond in an
5 amount as the County Commissioners prescribe, with an appropriate corporate surety to
6 be approved by the County Commissioners. The premium for the bond shall be paid out
7 of county funds. The [Deputy County Administrator for] DIRECTOR OF Fiscal Services
8 shall be selected solely on the basis of executive, administrative and fiscal abilities, with
9 particular reference to actual experience in the knowledge of accepted practice and
10 procedure respecting duties of the office as set forth in this chapter.

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

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

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

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

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

42 (4) To keep the County Commissioners advised on the financial condition of
43 the county and to make recommendations as may seem advisable; to remain continually
44 available to advise the County Commissioners on all financial matters, including advice
45 about the investment of county moneys and the purchase and issuance of bonds; and to

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1 submit at least once a year to the County Commissioners a complete financial statement
2 showing the assets, liabilities and financial condition of the county.

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

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

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

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

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

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

19 97-1.

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

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

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

36 (b) Roads, highways, bridges and streets, lanes, alleys, footways and
37 culverts.

38 (c) Water supply facilities and projects.

39 (d) Wastewater collection, treatment and disposal facilities and
40 projects.

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1 (e) Solid waste collection, recycling and disposal facilities and
2 projects.

3 (f) Storm drainage, erosion and sediment control facilities and
4 projects.

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

6 (h) Fire hydrants, mosquito control facilities and programs and snow
7 and ice removal.

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

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

14 (b) Roads, highways, bridges and streets, lanes, alleys, footways and
15 culverts.

16 (c) Water supply facilities and projects.

17 (d) Wastewater collection, treatment and disposal facilities and
18 projects.

19 (e) Solid waste collection, recycling and disposal facilities and
20 projects.

21 (f) Storm drainage, erosion and sediment control facilities and
22 projects.

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

24 (h) Fire hydrants, mosquito control facilities and programs and snow
25 and ice removal.

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

31 D. The completed water and sewerage system of any housing subdivision
32 development existing as of July 1, 1974, is exempted from the control of the Department
33 of Planning and Growth Management [and the], Department of PUBLIC Facilities, AND
34 DEPARTMENT OF UTILITIES as long as it conforms to the standards set by the
35 Departments.

36 97-2.

37 B. After acquisition of a private water system, it shall be operated and
38 maintained by the Department of PUBLIC Facilities OR DEPARTMENT OF UTILITIES, AS

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1 DETERMINED BY THE COUNTY COMMISSIONERS, pursuant to the APPROPRIATE
2 Department's rates and regulations.

3 SECTION 2. AND BE IT FURTHER ENACTED, That the County
4 Commissioners for Charles County, by ordinance or resolution, may alter the title of the
5 Deputy County Administrator for the Department of Community Services to the Director
6 of the Department of Community Services.

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