
By: **Delegate Edwards**

Introduced and read first time: February 6, 1998

Assigned to: Commerce and Government Matters

A BILL ENTITLED

1 AN ACT concerning

2 **Garrett County - County Administrator Position**

3 FOR the purpose of providing that the County Commissioners of Garrett County shall
4 appoint a County Administrator; restricting the length of the County
5 Administrator's appointment; providing that the County Administrator serves
6 as the County's chief administrative officer, responsible for certain functions;
7 requiring the County Commissioners to take certain actions pertaining to the
8 County Administrator's position; specifying that certain references to the Clerk
9 to the County Commissioners shall mean the County Administrator; repealing
10 certain provisions pertaining to the Clerk; and generally relating to the position
11 of Garrett County Administrator.

12 BY repealing

13 The Public Local Laws of Garrett County
14 Section 20-7
15 Article 12 - Public Local Laws of Maryland
16 (1985 Edition and December 1997 Supplement, as amended)

17 BY adding to

18 The Public Local Laws of Garrett County
19 Section 20-7
20 Article 12 - Public Local Laws of Maryland
21 (1985 Edition and December 1997 Supplement, as amended)

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

24 **Article 12 - Garrett County**

25 [20-7.

26 The County Commissioners shall employ a Clerk, who shall hold his office for
27 two (2) years from the date of his employment and until the qualification of his
28 successor. He shall be subject to removal from said office for inefficiency or for any

1 willful neglect of duty or misbehavior in office at any time by said County
2 Commissioners, who shall have power to employ some competent person for the
3 unexpired term of said Clerk so removed, and said County Commissioners shall be
4 the sole judge as to the inefficiency or willful neglect of duty or misbehavior of said
5 Clerk. The Clerk, before entering upon the duties of his office, shall give bond to the
6 State of Maryland in the penalty of one thousand dollars (\$1,000.), to be approved by
7 the County Commissioners, conditioned for the faithful performance of the duties of
8 his office, which bond shall be recorded in the office of the Clerk of the Circuit Court
9 for Garrett County, and shall take and subscribe before one (1) of the County
10 Commissioners an oath that he will honestly and faithfully, to the best of his skill and
11 judgment, execute the duties of said office. The Clerk shall be in charge of the office
12 of the County Commissioners, shall perform the duties pertaining to his office and
13 such other duties as may be prescribed by the County Commissioners or imposed by
14 law and shall have full power to administer an oath or affirmation to any and all
15 persons who are to be examined as witnesses in any matter before the County
16 Commissioners and touching or relating to any account, bill or other matter to be filed
17 in the office of said County Commissioners. The Clerk shall receive an annual salary
18 of not less than five thousand dollars (\$5,000.)]

19 20-7.

20 A. SUBJECT TO SUBSECTION B OF THIS SECTION, THE COUNTY
21 COMMISSIONERS SHALL APPOINT A COUNTY ADMINISTRATOR ON THE TERMS AND
22 CONDITIONS OF EMPLOYMENT AS THE COUNTY COMMISSIONERS AND COUNTY
23 ADMINISTRATOR SHALL AGREE.

24 B. THE TERM OF APPOINTMENT OF THE COUNTY ADMINISTRATOR MAY NOT
25 EXCEED 4 YEARS OR EXTEND MORE THAN 6 MONTHS AFTER THE END OF THE
26 CURRENT TERM OF THE COUNTY COMMISSIONERS.

27 C. (1) THE COUNTY ADMINISTRATOR SHALL SERVE AS CHIEF
28 ADMINISTRATIVE OFFICER OF THE COUNTY AND, TO THE EXTENT DELEGATED BY
29 THE COUNTY COMMISSIONERS, IS RESPONSIBLE FOR EXECUTIVE, ADMINISTRATIVE,
30 AND MANAGEMENT FUNCTIONS.

31 (2) THE COUNTY COMMISSIONERS SHALL ESTABLISH:

32 (I) A JOB DESCRIPTION AND JOB SUMMARY FOR THE POSITION OF
33 COUNTY ADMINISTRATOR; AND

34 (II) THE NECESSARY EXPERIENCE, QUALIFICATIONS, AND
35 TRAINING FOR ANY APPLICANT SEEKING THE COUNTY ADMINISTRATOR'S POSITION.

36 D. NOTWITHSTANDING ARTICLE 25, § 1 OF THE ANNOTATED CODE OF
37 MARYLAND:

38 (1) IN GARRETT COUNTY, THE CLERK TO THE BOARD OF COUNTY
39 COMMISSIONERS SHALL BE KNOWN AS THE COUNTY ADMINISTRATOR; AND

1 (2) ANY REFERENCE IN STATE OR LOCAL LAW TO THE CLERK TO THE
2 BOARD OF COUNTY COMMISSIONERS SHALL MEAN THE COUNTY ADMINISTRATOR.

3 SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take
4 effect July 1, 1998.