

December 11, 1962

All Commissioners and Commissioners-elect were present at today's meeting. Minutes of previous meeting were approved as read.

Vouchers for mid-month salaries, as well as current expenses including one for the Clerk of the Circuit Court for Court Costs for the terms June, September and December 1961 and March 1962, were approved and signed for payment.

Messrs. David M. Gruber, CPA and W. S. Donaldson discussed with all the Commissioners the County's financing and made suggestions for the future financial program of the County.

D.M. Gruber & Co., CPA's, presented the audit of the County books for the year July 1, 1961 to June 30, 1962.

The meeting adjourned at 12:10

approved

president.

All minutes entered herein in final copy have been read
and approved as read by:

THE BOARD OF COUNTY COMMISSIONERS
OF ST. MARY'S COUNTY, MARYLAND

F. Elliott Burch
President

J. Wilmer Bowles
Commissioner

Clarence H. Ridgell
Commissioner

Minutes entered herein recorded and transcribed by:

Mrs. E. L. Tillman
Secretary to the Board of County
Commissioners of St. Mary's County,
Maryland

December 11, 1962

The new County Commissioners, F. Elliott Burch, J. Wilmer Bowles, and Clarence H. Ridgell, were sworn in by the Clerk of the Circuit Court, C. Benedict Greenwell. The new commissioners organized their board and selected F. Elliott Burch as president upon motion duly made, seconded and carried. Upon motion duly made, seconded and carried, Mr. Oliver R. Guyther was appointed attorney for the Board of County Commissioners.

There followed a meeting between the old commissioners and the new, and at this meeting Mr. Guyther and Mr. W. Sterling were present.

Mr. Douglas Bond presented a report on St. Mary's County road conditions for the calendar year 1962; this report had been signed and approved this date by the previous commissioners and the new board asked that a copy be left with them as well as new county road map to replace the present 1951 map in the commissioners office. Mr. Bond agreed to deliver same. Mr. Bond announced that he and Mr. Raley always met with the commissioners each Tuesday at 2:00 p.m. The President of the Board advised Mr. Bond that this practice would continue until further notice. Mr. Bond offered his complete cooperation to the new commissioners and advised them to call on him at any time in connection with any road problems.

Mr. Duke asked the new commissioners to sign three commitment blanks in order to take care of emergency commitment cases, in instances where two doctors would certify a patient needed care. Three such blanks were signed and left with the Clerk to the County Commissioners.

The Administrative Assistant notified the commissioners that voucher supplies were getting low and that vouchers should be ordered in consecutive numbers in the very near future. These vouchers were previously printed by Buddy Strine and the normal needs of the commissioners office is estimated to be 150 per month. He further announced that in the past general office supplies were purchased from Joe Medley & Associates. The Administrative Assistant also pointed out that in the past the commissioners had paid salaries to county personnel in advance and this policy, if continued, would necessitate vouchers being prepared in advance and being ready for next week. It was agreed that the checks would be ready in time so that the personnel would receive them for the week of December 21st.

The president requested a situation report on the various bank accounts and Mr. Donaldson reported the following: (a) Balance in the County Treasurer's account as of Nov. 30, 1962, was \$273,706.85, (b) Balance in the County Commissioners account as of Dec. 11, 1962, was \$466,300.85. Mr. Donaldson then briefly reviewed with the commissioners the auditors report which covered the period through June 30, 1962, explaining various items therein, and making several suggestions as to future changes regarding proper accounting practices. He further reported that the present cushion fund in the present budget was \$45.00 in the red. He further stated to determine what makes up the commissioners account, the books would have to audited from July 1, 1962.

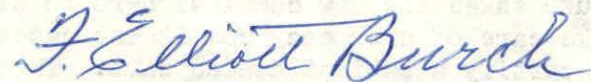
The attorney advised the commissioners that one commissioner would have to serve on the Welfare Board, the president would have to serve on the Electrical Board, one commissioner would have to serve on the Planning and Zoning Board, and one commissioner would have to serve on the Hospital Board, and one commissioner on the Youth Commission. There followed a general discussion regarding appointments to the Welfare Board, and Mr. Sterling turned over his file as to this matter to Mr. Guyther for review and for a report at the next meeting.

Mrs. King reported that Mrs. Buckler had requested permission to purchase some additional blankets and cups for the prisoners as the jail was full. The commissioners authorized the Administrative Assistant to arrange for these purchases.

Meeting adjourned.

(Submitted by Kenneth B. Duke
Administrative Assistant)

Approved,



F. Elliott Burch
President