

BOARDS, COMMITTEES, AND COMMISSIONS

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PSAB often receives questions about appointments to and removals from the borough's various boards, committees and commissions. The Borough Code authorizes the majority of these committees and state law authorizes others.

COMMITTEES Robert's Rules of Order

Eligibility:	Council members and in some boroughs-mayor
Who Appoints:	President of council
How appointed:	President appoints verbally
Oath:	Elected officials have already taken oath
Number:	Unlimited
Term:	At pleasure of president
Removal:	By president of council

CIVIL SERVICE COMMISSION Section 1172(a) and (b) of the Borough Code

Eligibility:	Registered electors of the borough; one council member; neither State, Federal or other political subdivision appointee.
Who Appoints:	Council
How appointed:	Motion
Oath:	Yes
Number:	Three
Alternates:	Three registered electors of the borough. Hold no other office in the borough. Serve for six years.
Term:	First commission (2, 4, 6 years); thereafter every 6 years.
Vacancy:	Filled by council within 30 days.

Removal: Must check with borough solicitor, statute not clear.

WATERSYSTEM COMMISSION
Section 2452 of the Borough Code

Eligibility: Borough citizens.

Who appoints: Council

How appointed: Motion

Oath: No

Number: Three or five.

Term: If there are three members (one serves for one; one for two years; and one for three years). If there are five members (one serves for one year, one serves for two years, one serves for three years; one serves for four years and one serves for five years). Thereafter the terms are five years.

Vacancy: Filled for the unexpired term.

RECREATION COMMISSION
Section 2709 of the Borough Code

Eligibility: Two members appointed by school district (if board has seven members-three are school appointees) who must be reside in the district served. No particular requirements for the borough's appointees.

Who appoints: Council and School District

How appointed: Motion

Oath: No

Number: Minimum of five; maximum of nine.

Term: Five-year term and terms are staggered.

Vacancy: Filled for remainder of term as stipulated above.

SHADE TREE COMMISSION
Sections 2721 and 2722 (a)-(e) of the Borough Code

Who appoints: Council or council can sit as shade tree commission.
How appointed: Motion
Oath: No
Number: Five members (three must be borough residents).
Term: If three member commission (one for a term of three years; one for a term of four years, and one for five years). Thereafter five-year terms and five commissioners-staggered terms for five years.
Vacancy: Filled for unexpired term.
Removal: No provisions.

CEMETERY COMMISSION
Section 2801 of the Borough Code

Eligibility: Borough citizens
Who appoints: Council
How appointed: Motion
Oath: No
Number: Three
Term: No provisions.
Vacancy: No provisions.
Removal: No provisions.

BOARD OF HEALTH
Section 3105 of the Borough Code

Eligibility: Public Health experience and one physician.
Who appoints: Council
How appointed: Motion
Oath: Yes

Number: Five

Term: One at one year, one for two years, one for three years, one for four years and one for five years. Five-year terms thereafter.

Vacancy: Filled for unexpired term.

Removal: No provisions.

PA MUNICIPALITIES PLANNING CODE

PLANNING COMMISSION

Section 203 of the MPC

Eligibility: Residents of the municipality. Additionally, a certain number of citizen members cannot be officials or employees of the municipality. On a three- member commission (only 1 official); commission of four or five (1 or 2 respectively); commission of six or seven- (5 shall be citizen members); commission of eight or nine- (6 shall be citizen members).

Who appoints: The governing body of the municipality.

How appointed: Motion

Oath: No

Number: Minimum of three and a maximum of nine.

Term: Four years.

Vacancies: Filled by the appointing municipality for the unexpired term.

Removal: By appointing municipality for “malfeasance, misfeasance, or nonfeasance or for other just cause” after 15 days’ notice to member.

ZONING HEARING BOARD

Section 903 (a) of the MPC

Eligibility: Residents of the municipality, however no officials.

Who Appoints: The governing body of the municipality.

How appointed: Motion

Oath: No

Number: Three or five. Alternate members serve three years.

Term: Three years for three-member board and five years for five member board and the terms are staggered.

Vacancies: For the unexpired term.

Removal: By appointing municipality for “malfeasance, misfeasance or nonfeasance or for just cause” after 15 days’ notice to member.

PA MUNICIPAL AUTHORITIES ACT

Eligibility: Be a taxpayer in, maintain a business in, or be a citizen of municipality served by his authority.

Who appoints: The governing body, which, establishes the municipal authority.

How appointed: Motion

Oath: No

Number: Not less than five.

Term: Appointments for four years and the term does not expire until the first Monday in January.

Vacancy: The governing body appoints for unexpired term.

Removal: The court of common pleas removes for cause, after 10 days’ notice and hearing. However, council removes for missing authority board meetings.