

BOROUGH OF OAKMONT

Application for Consideration to be Appointed to a Borough Board, Commission, or Ad Hoc Committee

Thank you for your interest in serving the Borough of Oakmont! The information that you will provide on this application will assist the Borough Council in getting to know you and making sure you are given consideration for appointment to the Board, Commission, or Committee which best matches your interests.

Your Name _____

The opportunities for service are outlined on the attachment. Please indicate your preference to serve by indicating beside each of the following, 1 thru 5, with 1 being your preferred appointment. You do not have to indicate a preference for all of the Boards.

- _____ BOULEVARD PROJECT BOARD
- _____ OAKMONT CARNEGIE LIBRARY BOARD
- _____ CIVIL SERVICE COMMISSION
- _____ KERR MUSEUM BOARD
- _____ MUNICIPAL AUTHORITY BOARD
- _____ PLANNING COMMISSION
- _____ ZONING HEARING BOARD
- _____ BUILDING CODE BOARD OF APPEALS
- _____ RECREATION BOARD
- _____ SHADE TREE COMMISSION
- _____ AD-HOC COMMITTEE

(SPECIFY _____)

PERSONAL INFORMATION

Date _____

Address: _____

Telephone #:

Day: _____ Evening: _____

How long have you lived at this address? _____ years

Name of Employer: _____

GENERAL INFORMATION

Have you previously served in an appointed capacity for the Borough of Oakmont?

No _____ Yes _____ If yes, specify _____

Have you served on a Board or Commission organized by the governing body of another community?

No _____ Yes _____ If yes, specify _____

What special experiences or qualifications/skills do you have that you would apply in the appointed position(s)?

In the space below please provide any additional information that you wish, including a brief statement of why you are interested in serving on a Borough Board, Commission, or Committee.

Are there any reasons why you would have to normally miss regularly scheduled meetings of the Board, Commission, or Committee applied for? (If so, please explain)

CERTIFICATION

I certify that the information provided by me in this application is true and correct to the best of my knowledge. I understand that if appointed to a Board, Commission or Committee organized by the Borough of Oakmont Borough Council, I will be responsible for adhering to any policies, rules, laws or guidelines established for the appointed position by the Borough of Oakmont and the Commonwealth of Pennsylvania. I have reviewed this application and read a copy of SECTION 3 of the STATE ETHICS ACT. I understand that my actions as an appointed public official must conform to the requirements and guidelines of the State Ethics Act.

Signature

Date

Thank you very much for taking the time to complete this application and for your interest in your community. The Board of Supervisors will consider your application, along with all other current applications, when an opening occurs on a Borough Board, Commission, or Committee. The Borough Council

or a representative of the appropriate Board, Commission, or Committee may contact applicants for additional information or personal interviews when an opening occurs. The Borough will retain this application for two (2) years from the date of submittal.

If you have any questions or comments, please call the Borough Manager at (412) 828-3232. Thank you.

Return completed application to:

Borough of Oakmont

Fifth Street & Virginia Avenue

P.O. Box 206

Oakmont, PA 15139

SUPPLEMENTAL TO APPLICATION

(Do not return with completed application)

OPPORTUNITIES FOR SERVICE

Listed below are the various permanent Boards, Commissions, and Committees which have been formed by the Borough; including a brief description for each of its functions, number of members, length of term, and current meeting schedule. All members of these Boards, Commissions, and Committees are appointed by the Borough Council.

BOULEVARD PROJECT BOARD

Responsible for the planning and maintenance of the beautification and landscaping of designated public areas owned and controlled by the Borough.

Nine Members - 3 Year Term

OAKMONT CARNEGIE LIBRARY BOARD

Responsible for the conduct and maintenance of the present Oakmont Carnegie Library.

Seven Members – 5 Year Term

CIVIL SERVICE COMMISSION *

Provide for the examination of application for positions and promotions, establish minimum qualifications for positions, test applicants for appointments and provide hearings in cases of dismissals or reductions in rank for Borough police officers.

Three Members – 6 Year Term

KERR MUSEUM BOARD

Responsible for the conduct and maintenance of the Dr. Thomas Robinson Kerr Memorial Museum buildings and grounds.

Seven Members – 5 Year Term

MUNICIPAL AUTHORITY BOARD

Five Members – 5 Year Term

PLANNING COMMISSION *

Reviews all development plans within the Borough and advises the Council on development matters, under the Borough Zoning and Subdivision Ordinances and Comprehensive Plan.

Five Members - 4 Year Term, Meetings on the Third Wednesday of each month

ZONING HEARING BOARD *

Hears and rules on appeals taken by applicants, from determinations of the Zoning Officer, for requests for variances or special exceptions, or challenges of the zoning ordinance, under the Borough Zoning Ordinance.

Three Members - 3 Year Term, Meetings scheduled upon request

BUILDING CODE BOARD OF APPEALS

Hears and rules on appeals taken by applicants from determinations of the Building Codes under the Borough Building Code enforced by the Borough.

Three Members - Serve at-will at the pleasure of the Council. Meetings scheduled upon request

RECREATION BOARD

Advises the Borough Council on matters concerning the provision of Parks and Recreation services and meets regularly with the Borough Manager in determining the direction of those services.

Five Members – 5 Year Term

SHADE TREE COMMISSION

Powers and duties as prescribed by the Pennsylvania Borough Code.

Three Members – 5 Year Term (appointed by the Mayor)

OTHER SPECIFIC COMMITTEES

The Borough Council periodically creates special purpose Ad-Hoc Committees to advise the Board on particular projects. Please specify on your application if you have an interest for appointment to a specific committee.

PENNSYLVANIA ETHICS ACT

Appointments to certain Boards, Commissions, and Committees listed above (indicated by an *) may subject you as an "appointed public official" to the requirements of the Pennsylvania Ethics Act (Act 170 of 1978). Such requirements may include: 1. The filing of an annual "Financial Interest Statement" with the Borough and/or Commonwealth of Pennsylvania, and

2. Adherence to guidelines to avoid conflict of interest situations involving your appointment to a Borough Board, Commission or Committee. Attached is a copy of Section 3 of the State Ethics Act regarding "restricted activities" for your information and review. Please contact the Borough Office if you want additional information concerning the "Ethics Act" guidelines, or visit the web site of the Pennsylvania State Ethics Commission at www.ethics.state.pa.us