**Public Employees Retirement Association**

**Sample Resolution – Police and Fire Member Transfer**

WHEREAS, Minnesota Statutes Section 353.64, Subdivision 5a permits the governing body of a governmental subdivision that employs the member in the case of a transfer in the same department, or by which the member becomes employed by another police or fire department in the state of Minnesota, to continue the employee’s membership in the Public Employees Police and Fire plan.

BE IT RESOLVED that the (name of governing body) , of ( name of governmental subdivision) hereby declares that the position titled (job title) , currently held by (name of employee) , meets all of the following Police and Fire membership requirements:

1. The position to which this employee is either (a) being transferred within the same department; or (b) has a change of employment to a police or fire department in another governmental subdivision in the state of Minnesota with associated police or fire department functions; and

2. Said position is not that of an elected or appointed position of the city council, city manager, or finance director.

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-named employee be allowed to continue as a member of the Public Employees Police and Fire Plan until date of termination for this position.

STATE OF MINNESOTA COUNTY OF

I, (name of clerk) , clerk of (name of governmental subdivision , do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the day of

 , 20 ; the original of which is on file in this office. I further certify that

members voted in favor of this resolution and that members were present and voting.

Signed:

Date: