

RESOLUTION NO. 25-010

**RILEY-PURGATORY-BLUFF CREEK WATERSHED DISTRICT
BOARD OF MANAGERS**

RESOLUTION ELECTING OFFICERS

WHEREAS the Governance Manual of the RPBCWD states that officers shall be elected annually at the January meeting; and

WHEREAS the Governance Manual of the RPBCWD lists the officers as President, Vice President, Treasurer, and Secretary.

NOW THEREFORE BE IT RESOLVED that the Board of Managers of the Riley-Purgatory-Bluff Creek Watershed District hereby elects the following officers to serve in their respective capacities for the 2025 calendar year or until otherwise replaced via election.

ELECTION OF PRESIDENT

- i. President. The president's responsibilities are to:
1. preside at all meetings as chair of the Board.
 2. sign and deliver in the name of the District contracts, deeds, correspondence or other instruments pertaining to the business of the District;
 3. be a signatory to the District accounts;
 4. be a signatory to District documents if the treasurer or secretary is absent or disabled, to the same extent as the treasurer or secretary.

CALL FOR NOMINATIONS:

Manager _____ nominated Manager _____ to serve as President of the Riley Purgatory Bluff Creek Watershed District Board of Managers.

VOTE:

Results of voting were __ votes for Manager _____ and __ vote for Manager _____.
_____. Manager _____ was elected Board President.

ELECTION OF VICE PRESIDENT

- ii. Vice President. The vice president's responsibilities are to:
1. preside at meetings as chair in the absence of the president;
 2. be a signatory to the District accounts.
 3. be a signatory to District instruments and accounts if the president is absent or disabled, to the same extent as the president.

CALL FOR NOMINATIONS:

Manager _____ nominated Manager _____ to serve as Vice President of the Riley Purgatory Bluff Creek Watershed District Board of Managers. Manager _____ nominated Manager _____ to serve as Vice President of the Riley Purgatory Bluff Creek Watershed District Board of Managers.

VOTE:

Results of the vote were __ votes for Manager _____ and __ vote for Manager _____ . Manager _____ was elected Vice President.

ELECTION OF TREASURER

- iii. Treasurer. The treasurer's responsibilities are to:
1. be a signatory to the District accounts and financial records;
 2. present a report at the monthly meeting of the Board that includes a current check register and tracks each of the watershed district's funds and account balances;
 3. provide such other records as are necessary to inform the Board of the financial condition of the District.

CALL FOR NOMINATIONS:

Manager _____ nominated Manager _____ to serve as Treasurer of the Riley Purgatory Bluff Creek Watershed District Board of Managers. Manager _____ nominated Manager _____ to serve as Treasurer of the Riley Purgatory Bluff Creek Watershed District Board of Managers.

VOTE:

Results of the vote were __ votes for Manager _____ and __ vote for Manager _____.
Manager _____ was elected Treasurer.

ELECTION OF SECRETARY

- iv. Secretary. The secretary’s responsibilities are to:
 1. be a signatory to resolutions and other documents certifying and memorializing the proceedings of the District;
 2. be a signatory to the District accounts;
 3. maintain the records of the District;
 4. make the required public and Board notice of all meetings in accordance with Minnesota Statutes chapter 13D and other applicable laws;
 5. keep a record book in which is noted the proceedings at all meetings.

CALL FOR NOMINATIONS:

Manager _____ nominated Manager _____ to serve as Secretary of the Riley Purgatory Bluff Creek Watershed District Board of Managers. Manager _____ nominated Manager _____ to serve as Secretary of the Riley Purgatory Bluff Creek Watershed District Board of Managers.

VOTE:

Results of the voting were __ votes for Manager _____, and __ vote for Manager _____. Manager _____ was elected Secretary.

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I, _____, secretary of the Riley Purgatory Bluff Creek Watershed District, do hereby certify that I have compared the above resolution with the original thereof as the same appears of record and on file with the district and find the same to be a true and correct transcription thereof.

IN TESTIMONY WHEREOF, I set my hand this ___ day of January 2025.

XXXXXXXXXXXXX, Secretary