

**Public Employees Retirement Association of Minnesota**  
**Sample Resolution – Firefighter Declaration on a Dual Position**

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WHEREAS, the policy of the State of Minnesota as declared in Minn. Stat. Section 353.63 is to give special consideration to firefighters who are required to perform hazardous work and who devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Chapter 353 permits the governing body of a governmental subdivision to request coverage in the Public Employees Police and Fire Plan for all services rendered by an employee holding a fire service position that requires fire fighting on a primary basis and related non-fire firefighting duties on a secondary basis; provided further, that none of the firefighting services rendered by the employee are earning credits in a relief association that operates under Chapter 424A.

WHEREAS, for the governing body to declare to the Public Employees Retirement Association that a fire department position with dual roles is that of a firefighter who is eligible to participate in the Police and Fire Plan, the duties and training qualifications of the position and employee must meet the following minimum requirements:

1. The position requires and the employee holds a Firefighter I or Firefighter II state certification or meets equivalent training standards established by the fire department; and
2. The primary services of the position are fire fighting. Primary is understood to mean the highest priority task and a job requirement that the employee respond on a regular basis to the fire calls (and medical emergencies if applicable) that are received at the fire station to which the employee is assigned during the employee's established work hours.

BE IT RESOLVED that the (name of governing body) of the (name of governmental unit) hereby declares that the position titled (name of position) currently held by (name of employee) is for primary services that of a firefighter who qualifies for membership in the Police and Fire Plan.

BE IT FURTHER RESOLVED that this governing body hereby requests that the employee holding this position be accepted as a member of the Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

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: \_\_\_\_\_