

RESOLUTION NO. 22-18

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

RESOLUTION APPOINTING TEMPORARY INTERIM ADMINISTRATOR

Manager Pedersen offered the following resolution and moved for its adoption, seconded by Manager Crafton:

WHEREAS, Terry Jeffery has served as interim administrator of the District since March 15, 2021;

WHEREAS, the Board of Managers has approved a leave of absence of thirty days for Mr. Jeffery, until March 3, 2022; the District Engineer, Scott Sobiech, has current knowledge of District operations and is willing to assume the duties as temporary interim administrator during this period;

WHEREAS, Mr. Sobiech is proposing to provide these services pursuant to Section 1-a of the existing services agreement between Barr Engineering Co. and the District dated October 10, 2021; the attached Task Order 38 identifies the duties of the District administrator for which Mr. Sobiech and Barr will be responsible;

THEREFORE, BE IT RESOLVED, that the Board of Managers of the Riley-Purgatory-Bluff Creek Watershed District hereby appoints Scott Sobiech to serve as temporary interim administrator until March 3, 2022, pursuant to the duties described in Task Order 38;

BE IT FURTHER RESOLVED, that the specific employee supervision and management duties of hiring staff, monitoring performance, conducting written personnel reviews and recommending compensation adjustments are not assigned or delegated to Mr. Sobiech and further no activities concerning these duties are anticipated during this period to March 3, 2022; in the event that Mr. Sobiech becomes aware of any such matters he will inform the Board of Managers and seek direction;

BE IT FURTHER RESOLVED, that the specific financial management duties of oversight of the processing of monthly bills and seeking formal approval from the Board of Managers, supervision and implementation of all payroll process, management of District investments, and deposit of funds as they arrive after making copies and filing are not assigned or delegated to Mr. Sobiech and responsibility for these financial management duties shall be assigned to office administrator Amy Bakkum, who shall consult as needed with the accountant and Treasurer, with the further condition that any action concerning management of District investments must be approved by the Board of Managers during this period to March 3, 2022;

The question was on the adoption of the above resolution and there were 3 ayes, and 1 nay as follows:


	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Jill Crafton	X			
Larry Koch		X		
Dorothy Pedersen	X			
David Ziegler	X			

February 2, 2022

* * * * *

I, Dorothy Pedersen, Secretary of the Riley-Purgatory-Bluff Creek Watershed District Board of Managers, 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 transcript thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand this __ day of February, 2022.



Dorothy Pedersen, Secretary