



RESOLUTION # 95-46

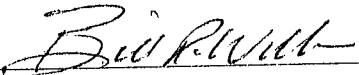
WHEREAS, that on December 8, 1982, a volunteer fire department by the name of Indian Hills Volunteer Fire Department was established by resolution of the Torrance County Commission, and

WHEREAS, it is the wish of the Torrance County Commission that the Indian Hills Volunteer Fire Department's name be changed to Torrance County District 2 (two) Volunteer Fire Department.

NOW THEREFORE it is respectfully requested that the State Fire Marshal please change their records to show that Indian Hills Volunteer Fire Department to now be called Torrance County District 2 VFD.

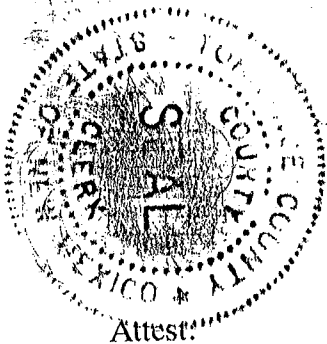
DONE, at Estancia, Torrance County, New Mexico, this 11th day of October, 1995.

Torrance County Commission


Chairman


Member


Member



Attest:


Clerk of the Board

95-46A

Torrance County District 2 Fire Department

A. The following items are the requests made by The Torrance County District 2 Fire Department Organization Committee to The Torrance County Commissioners thru The Torrance County Fire Coordinator. To facilitate a smooth and speedy turn over of property and personnel.

1. Disband The Indian Hills Volunteer Fire Dept. Membership, all current members must turn in all property owned by the county. It is the members responsibility to return all equipment to the IHVFD Station by within 15 days of the Resolution. Any items not returned will be billed to the member or a search warrant will be issued for your residence and possible criminal charges will be filed. This recapture of county property will need to be performed by The Torrance County Fire Coordinator.

2. After a full inventory and check of purchasing records for the last 3 years the Torrance County District 2 Fire Department Organization Committee will begin to accept applications for membership. During this time any equipment found not to be county property will be returned to its owner.

3. The Torrance County District 2 Fire Department Organization Committee will request the neighboring Fire Depts to respond into our district for a period of 30-45 days as follows:


Edgewood to respond from the Torrance County Line East to Lexco Rd (A93) and South to the end of our Fire District.

Mc Intosh to respond from NM 41 west and north to Lexco Rd (A93)

Moriarty to support both Departments with Tanker Support.

B. Torrance County District 2 Fire Department Organization Committee requests that the County Commissioners allow the following Committee Members to hold their office according to the terms noted in the By-Laws and not face re-elections at the end of this year.


Tom Duran - Chief


Ken McGovern - Asst Chief


Chuck & Kary McMillian - Secretary/Treasurer

95-46-B

Proposed Torrance County District 2 Fire Department By-Laws

A. State and County Regulations

1. Torrance County District 2 Fire Department, all of its members and officers, will comply with the State of New Mexico statutes, laws and regulations as well as Torrance County ordinances and resolutions.
2. Torrance County District 2 Fire Department will abide by the "Open Meeting Act", 10-15 and "Fire Protection Fund", 59A-53 et seq. NMSA.

B. Election & Term of Officers

1. The Torrance County District 2 Fire Department Members will elect only a Fire Chief, Assistant Fire Chief, Fire Captain, EMS Captain and Secretary-Treasurer. This body of elected officers will be the only members of the Review Board. Each will have one (1) vote.
2. The election of officers will be held on the first (1st) regular meeting annually. The Torrance County District 2 Fire Department Rules & Regulations will define the Minimum Requirements for each Office. A Nomination Committee may be formed by the Officers.
3. Elected officers term will commence on the first (1st) of the month following the election.
4. The Fire Chief and Secretary-Treasurer terms of office will be for three (3) years. Each may be re-elected for a maximum of 2 consecutive terms and 4 terms for life time.
5. The Assistant Fire Chief term of office will be two (2) years and may be re-elected for a maximum of 2 consecutive terms, Fire Captain and EMS Captain terms of office will be one (1) year. Each may be reelected for 3 consecutive years in the same office.
6. A majority of the Review Board may in accordance with Torrance County District 2 Fire Department Rules and Regulations appoint other officers as needed. Each of the appointed officers will have one (1) vote at any Officers Meeting, but will not have a vote at any Review Board Meeting.
7. A Review Board Office may not be held by a family member of another Review Board Officer. A Family Member is defined as Spouse, Significant Other, Sister, Brother, Son, Daughter, Mother, Father.

C. Meetings

1. Regular Business & Officers meetings will be held once (1) each month. An Agenda will be available at least three (3) days before each meeting. The minutes of the preceding meeting will be read and approved at the start of each meeting. A copy of all approved meeting minutes will be mailed to the Torrance County Fire Coordinator by the tenth (10th) of each month.
2. A quorum of Officers and the Fire Chief or Assistant Fire Chief must be present for any meeting business to be conducted. In the absence of the Secretary-Treasurer, the Officer in Charge of the Meeting will appoint an Officer as Acting Secretary for that meeting only. The Acting Secretary will not have a vote at any Review Board Meeting.
3. All Meetings will be run by Roberts Rules of Order, Revised Edition. Voting will be by the 1 person-1 vote system; you must be present to vote, **no proxy** voting will be allowed.
4. A Special Meeting is any meeting where the business of Torrance County District 2 Fire Department is conducted and not a regular Business or Officers Meeting.
5. Special Meetings may only be called by a majority vote of the Review Board or the Torrance County Fire Coordinator. Special Meeting posters must be posted in 5 public places in and around Torrance County District 2 Fire Department. The meeting must also be broadcast on State Fire Radio Frequency and any other Department Tone Out Frequency at least 3 times during the day, 5 days in advance.

D. Membership

1. Torrance County District 2 Fire Department Members must attend at least eight (8) Regular Business Meetings, and 50% of any Special Meeting annually. A Member may be excused from a meeting by contacting an Officer before the Meeting or by making a request to be excused to the Review Board after the Meeting. An Un-excused Absence determination will be made by a majority of the Review Board.
2. Upon the third (3rd) Un-excused Absence or a determination by the Review Board of non-participation a member can be automatically removed from the membership for a minimum of one (1) year subject to the action of the Review Board.
3. Advance request for a Leave of Absence for a period of longer than two (2) months may be granted by a majority of the Review Board.
4. Prospective Members of Torrance County District 2 Fire Department must be provided a copy of this Departments By-Laws, Rules & Regulations and agree to comply with them. The Prospective Members Completed Application will be reviewed at the next Officers Meeting upon submittal to an Officer of the Department and must be approved by a majority of the Officers.

5. Torrance County District 2 Fire Department will not discriminate against any member, officer, prospective member or guest on the basis of race, age, sex, religion and will comply with all Torrance County, State of New Mexico and Federal Discrimination Laws.

6. At no time shall any member attend a meeting, respond to a fire drill or fire call under the influence of alcohol or any drug, prescribed or illegal, and will be requested to leave the fire scene for health and safety reasons. The matter may be turned over to the Review Board.

E. Review Board

1. As noted in B-1 of these By-Laws The Review Board will be the governing body for all Personnel and Financial matters concerning Torrance County District 2 Fire Department. It will hear and act on all grievances, leave requests or charges of misconduct, negligence or dereliction of duty.

2. If a Review Board Member is to be reviewed for any items in E-1 Above, an Officer or Department Head of Torrance County, appointed by the Torrance County Fire Coordinator must preside over the meeting.

3. The Review Board will be responsible for all purchases. All expenditures must be approved in advance. A majority of the Officers will be needed for any purchase over \$50.00 up to the State of New Mexico limit of \$500.00. Over \$500.00 the Torrance County Purchasing Regulations will apply. All requests for Purchase Orders require two (2) signatures, the Fire Chief and the Secretary-Treasurer. Either of the Officers may assign their right to purchase in writing to a Review Board Member during their absence from the district.

F. Use of Equipment and Buildings

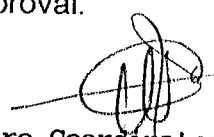
1. Torrance County District 2 Fire Department property and equipment will not be used, stored, loaned or rented by any member or nonmember for any activity other than Torrance County District 2 Fire Department approved activities.

Submitted by the Torrance County District 2 Fire Department Organization Committee to the Torrance County Commissioners on this the 30th of Sept, 1995 for your approval.

Tom Decker

Chief

Wayne Granger



Fire Coordinator 10-03-95

Kenneth D. Young

Asst Chief

Olga A. Alcala

Secretary/Treasurer

Approved by the Torrance County Commissioners on this date _____

Bill R. Witt

Ledyia Ramirez

Ray Spain