



# Valley Fire District

163 East Front Street P.O. Box 32 Drummond, Mt 59832

Fire Chief: Sean O'Connor Assistant Fire Chief: Chad Koon

## UPDATED BY-LAWS of VALLEY FIRE DISTRICT BOARD POWELL AND GRANITE COUNTIES

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 2021

### ARTICLE I

**SECTION 1:** Section 7-33-2105(1)(b) provides that the trustees shall prepare and adopt suitable by-laws. Pursuant to statute the trustees shall have the authority to provide adequate and standard firefighting apparatus, equipment, housing, and facilities for the protection of the district. They shall have the same duties, exemptions, and privileges as other fire companies. The trustees shall prepare annual budgets and request special levies therefore. The budget laws relating to the county budgets, as far as applicable, apply to fire districts.

### ARTICLE II

**SECTION I:** The Valley Fire District aka fire district shall have five (5) members who shall be appointed in accordance with the requirements of Section 7-33-2106 MCA. Each Trustee shall serve a three (3) year term of office.

**SECTION II:** The Board of Trustees of Valley Fire District will consist of three (3) trustees from Granite County portion of the district, and two (2) trustees from the Powell county portion of the district.

**SECTION III:** A quorum at any meeting of the trustees of this district shall consist of a majority of the five trustees and a majority of such quorum shall decide any question that may come before the meeting.

**SECTION IV:** At all meetings of the trustees, each trustee shall be entitled to cast one vote.

**SECTION V:** The election of a Chairman and other officers shall be held at the January meeting. The January meeting is designated as the annual meeting for the Board of Trustees. The board may employ a secretary.

**SECTION VI:** The order of business of the annual meeting, as far as possible and at all other business meetings of the trustees shall be:

(a) Call of roll

- (b) Reading of the minutes of the previous meeting
- (c) Treasurer's report
- (d) Unfinished business
- (e) New business
- (f) Adjournment

**SECTION VII:** Monthly meetings are scheduled the second Wednesday of the month as needed. Any meetings, other than the annual meeting, may be called by the duly elected Chairman of the District by written and/or phone call notices at least three days prior thereto, given by the secretary of the fire district, that the said notice would result in the delay of the business of this fire district by a motion made and passed by a majority of the trustees of this District and entered in the minutes of the meeting. Meeting schedules shall be posted and all meetings shall be conducted in accordance with Montana's constitutional and statutory open meetings laws.

**SECTION VIII:** The rules contained in Robert's Rules of Order Revised shall govern the meetings in all cases in which they are applicable and in which they are not inconsistent with these by laws.

**SECTION IX:** The Secretary shall issue notices of all meetings at least 48-hours prior to meetings. The notice must be posted at outer main door of the fire hall in Drummond, the Post Office in Drummond and two other public places within the district. The Secretary shall have charge of the books of the fire district and shall sign with the Chairman such instruments that require signatures.

**SECTION X:** The officers of this fire district shall be Chairman and Vice-Chairman, of whom shall be elected for a term of one year and shall hold their offices until their successors are elected.

**SECTION XI:** The Chairman shall preside at all meetings of the Board of Trustees; sign such instruments that require signatures and shall perform such other duties incidental to the office as are properly required by the Board of Trustees of the fire district.

**SECTION XII:** The Board of Trustees of the fire district have authority to purchase real property and authorize the Board Chairman to sign all closing documents related to the approved property transactions, including Purchase Agreements, deeds, leases, and the like.

### **ARTICLE III AMENDMENTS**

**SECTION I:** Any proposed amendment of these by-laws shall first be submitted to the County Attorneys of Granite and Powell counties, Montana, before they are presented for vote, to ascertain whether or not the proposed amendments are in harmony and compliance with the laws of the State of Montana.

**SECTION II:** These By-laws may be amended, repealed, or altered in whole, or in part, by a majority vote of the board of trustees of this district provided that such vote comprises, at the least, three trustees at any regular meetings of the trustees of any special meeting called for that purpose.

We the undersigned, being duly elected or appointed, qualified and acting trustees of Valley Fire District, Granite and Powell counties, Montana, hereby adopt the forgoing updated by-laws of said fire district.

IN WITNESS WHEREOF, we have hereunto set our hands this 19 day  
of July, 2021.

JB Hendrix  
Trustee  
Name: J B Hendrix

Paul O'Leary  
Trustee  
Name: Paul O'Leary

Mark A. Ranstad DUM  
Trustee  
Name: Mark A. Ranstad DUM

Drew Dutton  
Trustee  
Name: Drew Dutton

Richard L. Skaggs  
Trustee  
Name: Richard L. Skaggs

Attest: Cary L. McLure  
Bookkeeper Cary L. McLure