

**Illinois Valley Fire District**  
Board of Director - Regular Meeting Agenda  
This meeting may be recorded

November 4, 2024

1. Call meeting to order (silence phones)
2. Flag Salute (remove hats)
3. Roll Call
4. Review of October 7, 2024 minutes
5. Staff Reports
  - Fire Chief Holmes
  - Asst. Chief Ismaili
  - Div. Chief Gavlik
  - Div. Chief Sherman
6. New Business:
  - Annexations:
    - Joren Rushing of 1123 Thompson Creek – 4.21 acres for a total of 4.21 acres
  - Approval to add Director Tyler to checking accounts
  - Resolutions:
    - 24-06 Banking Authority
    - 24-07 Expanding District's coverage area and annexing properties within that area
  - Teresa Stover - Hydrant Grant Administrator
  - Ethan Lane – City of Cave Junction Liaison
7. Old Business:
8. Comments:
  - **Public Comment** *(This is the time set for public comment. The Board of Directors will listen and consider all comments for future agenda items. In accordance with HB2560, Public Participation in Electronic Meetings, Facebook Live viewers are invited to submit comments or questions via Facebook and they will be addressed at this time. No voting or action will be taken by the Board of Directors today.)*
  - Board Comment
9. Next scheduled BOD Meeting is December 16, 2024 at 4:00 pm. at Admin Bldg.
10. Adjournment

*(The meeting location is accessible to persons with disabilities. Comments and/or Concerns must be submitted in writing. The Board reserves the right to hold an executive session at this meeting under the authority of ORS 192.660.)*

*Please turn off all Cell phones during this Business Meeting - Thank you*

**Illinois Valley Fire District Administration Office - 681 Caves Hwy. - Cave Junction - OR 97523**



# Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523  
phone: 541-592-2225 • fax: 541-592-6122  
www.ivfire.com

## Illinois Valley Fire District Board of Directors Meeting Minutes November 4, 2024

Vice-President Binker called the meeting to order at 4pm and Director Lamb led the flag salute.

**PRESENT:** Asst. Chief Ismaili, Div. Chief Gavlik, Div. Chief Paul, Div. Chief Sherman, Lt. Goo, FF Vetter

**VOLUNTEERS:** Levi Schellenberg, Judy Epperly, Q Lackey, Rain Mars      **GUESTS:** Teresa Stover

**ROLL CALL:** Directors Tyler, Binker, Lamb, and Johnson were present. Director Bouchard was excused.

**REVIEW OF PREVIOUS MEETING MINUTES:** Motion made by Director Lamb to accept the October 7, 2024 minutes as presented; and seconded by Director Tyler. All in favor, motion passed unanimously.

### STAFF REPORTS

**CHIEF HOLMES: (Away at training, written report submitted)**

#### New Items:

- Working with the OFCA Board of Directors on the Payments in Lieu of Taxes in the Josephine County area. (PILT payments help local governments carry out such vital services as firefighting and police protection, construction of public schools and roads, and search-and-rescue operations. PILT payments are one of the ways the Federal Government can fulfill its role of being a good neighbor to local communities.) I will update when there is more information to report on.
- The Resilience Hubs and Networks Grant that was awarded to IVFD is \$242,065.80. We will be receiving 6–40-foot Connex boxes with numerous emergency equipment inside. Stay tuned for more information.
- Met with Mercy Flights personnel, and looking at improvements on the landing zone at St2. We also discussed about acquiring an ambulance to replace one of ours. Updates to come.
- At the last TAC meeting, Division Chief Sherman due to retirement is stepping down from being the TAC Chair, and Kristen from Dispatch nominated me for his position and I was voted in to begin at the January quarterly meeting.
- Harbor Freight donated a \$200 gift card for Fire District needed supplies. AC Ismaili will be handling the shopping for needed items.

#### Fire Defense Board Items:

- I am still the FDBC until the Summer Months.

#### OSFM – Red Team:

- Nothing to report at this time. The rotation changes to the teams being available for the month, instead of the week. At this time, there are no deployments.

#### Training:

- Attended Follow the Money: Where grant funding went, where it's going, how to bring it home.
- Currently attending Creating Environments for Professional Growth, through the National Fire Academy.
- Attended the FEMA Grant Preparation Course
- AMR – CE “Pediatric Terrestrial Envenomation’s”
- Attended the IVFD weekly, mandated and Saturday trainings

#### New Meetings Attended:

- I attended in person the JoCo Board of Commissioners 1<sup>st</sup> reading on the Approval Order No. 2024-063 In the Matter of the Formation of a Rural Fire Protection District Pursuant to ORS Chapter 478, along with Applegate, Williams, Grants Pass Fire, Wolf Creek, Rural Metro, and OSFM.

**On-going and Informative Meetings:**

- Attended the Oregon Fire Chief Association monthly meeting (Online)
- Attended the Rogue River Fire District BOD Meeting (Online)
- Attended the Williams Fire District Board of Directors Meeting, and Special Meeting (Online)
- Attended the Cave Junction City Council Meeting (Online)
- Attended the CJ Chamber of Commerce (Online)
- Attended the Rogue Valley Fire Prevention Co-Op (Online)
- Attended the Applegate Fire District Board of Directors Meeting (Online)
- Attended the Rogue River Fire District BOD (Online)
- Attended the Pre-Hospital Emergency Medical Services Quarterly Meeting. (In-Person)
- Attended the TAC Meeting with Division Chief Sherman (In Person)
- Attended the monthly IAAI meeting with Assistant Chief Ismaili (Online)
- Attended the monthly IVFROG meeting with Assistant Chief Ismaili. (In Person)

**ASST. CHIEF ISMAILI:**

- For the month of October, we had a total of 94 calls: 21 good intent/no incident calls; 5 service/public assist calls, 29 medical calls, 20 illegal open burn/smoke investigation calls, 1 grass fire, 3 structure fires, 9 motor vehicle accidents with no civilian fatalities and no firefighter injuries. Assisted on 6 calls with our mutual aid partners.
- Installed 9 smoke alarms in valley residences.
- Completed 1 fire and life safety inspection.
- Station 5: A contract is ready to be signed with the Grange.
- Attended the IAAI meeting, including the upcoming January conference.
- Attended 2 county operations meetings; intention is to merge two county's policies and procedures to one.
- Attended the Josephine County operations meeting; covering a number of topics.
- Fire season has officially ended, with no large events in our district.

**DIV. CHIEF GAVLIK:**

- The training building is moving along, welding, safety rails, and internal stairs being done.
  - Director Johnson commented on a great article that was published in the November issue of the Gated Wye about our training building. Div. Chief Gavlik had seen it as well.
- Three firefighters scheduled to attend the RITA Fire Academy in January 2024, two more possible.
- DPSST maintenance packet for certifications are completed and will be submitted this week.
- Explorer charter is due to be renewed soon. We currently have about 18 Explorers.
- Training this month includes: EMS Skills, Firefighter Self-Rescue, Fire Extinguishers, and Patient Packaging.

**DIV. CHIEF SHERMAN:**

- Logistics, vehicle and station maintenance report was provided in the board packet.
- Got all of the hose testing done. Started pump testing last week.

**ADMINISTRATOR PAUL:** no report, financials provided.

**NEW BUSINESS:**

- There was one annexation request:
  - Joren Rushing, 1123 Thompson Creek, Selma – 4.21 acres

Motion made by Director Cheryl Johnson to approve the annexation requests, seconded by Director Jerry Lamb. All in favor, motion passed unanimously.

- Director Tyler needs to be added to our bank accounts. In accordance with that need, Resolution 24-06 is issued to grant signing and authority to conduct business for Director Tyler at First Community Credit Union and Wells Fargo Bank.

Motion made by Director Cheryl Johnson to add Director Tyler to our bank accounts, seconded by Director Jerry Lamb. All in favor, motion passed unanimously.

- Resolution 24-07 to establish a coverage area in accordance with ORS 478.702 within seven (7) road miles of a district fire station. This resolution will allow for annexation with owner consent or future event.

Motion made by Director Skip Tyler to approve Resolution 24-07 establishing a coverage area to include all properties withing seven (7) road miles of the district's fire stations, seconded by Director Jerry Lamb.

Roll Call: Director Tyler – Yes; Director Binker – Yes; Director Lamb – Yes; Director Johnson – Yes

All in favor, motion passed unanimously.

- Teresa Stover, Hydrant Grant Administrator provided a verbal and written report with an update to the project. The RFP opening happened on 10/8/24 and we received two proposals. A preliminary selection was made and the contract is currently under development.
- Ethan Lane – City of Cave Junction: Not in attendance, no comments or questions

**OLD BUSINESS:** Director Johnson wished the directors well that are attending the upcoming OFDDA conference in Sunriver.

**PUBLIC COMMENT:** Lucille (via FaceBook) asked how we may prevent so many car fires in the valley. Director Binker asked that staff look into this issue and report back to the board.

**BOARD COMMENT:**

- Director Johnson shared that she attended a workshop (along with Chief Holmes) on Trauma and Resilience for Emergency Responders. Excellent information provided. Main message to all first responders: There is no shame is asking for and receiving help. You are valued, you are loved.
- Director Binker echoed those comments and urged everyone reach out for whatever help they need.

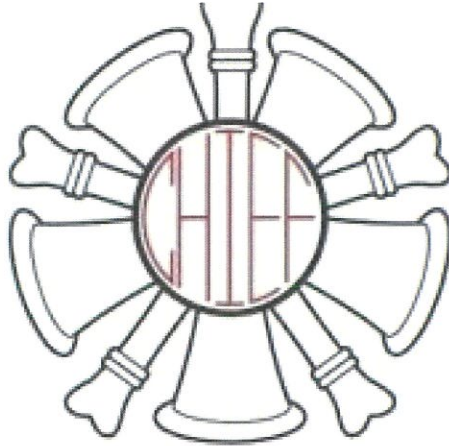
The next regularly scheduled BOD meeting will be Monday, December 16, 2024 at 4 pm at the Administration building, 681 Caves Hwy., Cave Junction, OR. This meeting adjourned at 4:29 pm.

Respectfully submitted,



Cheryl A. Johnson  
Director Cheryl Johnson  
Board Secretary





## **Fire Chief Report**

**11.4.2024**

- **New Items:**

- *Working with the OFCA Board of Directors on the Payments in Lieu of Taxes in the Josephine County area. (PILT payments help local governments carry out such vital services as firefighting and police protection, construction of public schools and roads, and search-and-rescue operations. PILT payments are one of the ways the Federal Government can fulfill its role of being a good neighbor to local communities.) I will update when there is more information to report on.*
- *The Resilience Hubs and Networks Grant that was awarded to IVFD is \$242,065.80. We will be receiving 6–40-foot Connex boxes with numerous emergency equipment inside. Stay tuned for more information.*
- *Met with Mercy Flights personnel, and looking at improvements on the landing zone at St2. We also discussed about acquiring an ambulance to replace one of ours. Updates to come.*
- *At the last TAC meeting, Division Chief Sherman due to retirement is stepping down from being the TAC Chair, and Kristen from Dispatch nominated me for his position and I was voted in to begin at the January quarterly meeting.*
- *Harbor Freight donated a \$200 gift card for Fire District needed supplies. AC Ismaili will be handling the shopping for needed items.*

- **Fire Defense Board Items:**
  - *I am still the FDBC until the Summer Months.*
  
- **OSFM – Red Team:**
  - *Nothing to report at this time. The rotation changes to the teams being available for the month, instead of the week. At this time, there are no deployments.*
  
- **Training:**
  - *Attended Follow the Money; Where grant funding went, where it's going, and how to bring it home.*
  - *Currently attending Creating Environments for Professional Growth, through the National Fire Academy.*
  - *Attended the FEMA Grant Preparation Course*
  - *AMR – CE “Pediatric Terrestrial Envenomation’s”*
  - *Attended the IVFD weekly, mandated and Saturday trainings*
  
- **New Meetings Attended:**
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- **On-going and Informative Meetings:**
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- *Attended the Pre-Hospital Emergency Medical Services Quarterly Meeting. (In-Person)*
- *Attended the TAC Meeting with Division Chief Sherman (In Person)*
- *Attended the monthly IAAI meeting with Assistant Chief Ismaili (Online)*
- *Attended the monthly IVFROG meeting with Assistant Chief Ismaili. (In Person)*





# *Illinois Valley Fire Protection District*

## *Board of Directors Meeting Operations/Prevention Notes 11/04/2024*

The shift schedules are attached.

For October (through the 27<sup>th</sup>), we ran a total of 94 calls.

We had 21 Good intent calls. These are; no incidents found, canceled en-route, smoke investigation, & legal open burns.

We had 5 Service Calls. Public assists, lift assists, gas leaks, water leaks, stand-by, etc.

We had 29 Medical Calls.

We had 20 Illegal Open Burns/Calls. Most of these burns were residents burning legal material during fire season. We had a few residents burning illegal material, which were cited, and the remainder were transient warming fires.

We had 1 Grass Fire. The fire on Kerby Avenue was unintentional. This was started by an unattended transient warming fire. The fire on Redwood Hwy

We had 3 Structure Fires. The fire on Takilma Road was unintentional. This was a propane heater too close to combustibles. The fire on Rockydale was undetermined. We believe the cause might have been a propane Stove that was left on. The fire on Caves Avenue was unintentional. This was a cooking grease fire.

We had 9 Motor Vehicle Accidents with **NO** civilian fatalities and **NO** firefighter injuries.

We assisted our partners with 6 mutual aid calls.

We installed 9 smoke alarms in Valley residences.

We completed 1 fire and life safety inspections.

Station 5 location. The contract with the Grange has just been signed.

I attended the IAAI meeting were discussed the upcoming conference in January and any interesting fire cases.

I attended the two-county operations meeting. The discussion in this meeting was attempting to merge multiple policies and procedures from both counties into one.

I attended the Josephine County operations group meeting. Multiple topics at this meeting to include, radio procedures, radio frequencies, agency updates, fire season successes & failures, and apparatus numbering systems.

**O**n a final note, fire season has ended, and we did not host any large events.

**D**o you have any questions?

Under new business we have resolution 24-07 that will expand our boundaries to 180 square miles. These are properties we already respond to outside of our current District boundary lines. Exhibit A and B of the resolution shows the boundary expansion and a list of 261 privately owned properties that are not covered by District Fire protection and 106 of those properties currently have some type of improvement on them. We will need a vote on this today



# November 2024

November 2024							December 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 27	28	29	30	31	Nov 1	2
					8954 B 1 LeMasters Off AM Dr B Meyer B SC AM Marler D Brown N Gavlik M	8954 B 1 LeMasters B Meyer D Gavlik D Norton
3 8952 C 81 Goo C Vetter	4 8952 C 81 Goo C Vetter D Mars D Schellenberg	5 8953 A 82 Pfeiffer A Marler D Harrison N Browman	6 8953 A 82 Pfeiffer A Marler	7 8954 B 1 LeMasters B Meyer D Kasprzak	8 8954 B 1 LeMasters B Meyer D Schellenberg	9 8952 C 81 Goo C Vetter
10 8952 C 81 Goo C Vetter DN Dunlap	11 8953 A 82 Pfeiffer A Marler D Schellenberg N Jarrett	12 8953 A 82 Pfeiffer A Marler D Harrison N Browman	13 8954 B 1 LeMasters B Meyer	14 8954 B 1 LeMasters B Meyer D Kasprzak	15 8952 C 81 Goo C Vetter D Schellenberg N Demuth	16 8952 C 81 Goo C Vetter
17 8953 A 82 Pfeiffer A Marler DN Dunlap	18 8953 A 82 Pfeiffer A Marler D Mars D Schellenberg N Jarrett	19 8954 B 1 LeMasters B Meyer D Harrison	20 8954 B 1 LeMasters B Meyer D Demuth	21 8952 C 81 Goo C Vetter D Norton	22 8952 C 81 Goo C Vetter DN Mavity	23 8953 A 82 Pfeiffer A Marler D Gavlik DN Mavity
24 8953 A 82 Pfeiffer A Marler	25 8954 B 1 LeMasters B Meyer D Schellenberg	26 8952 B 1 LeMasters B Meyer D Harrison N Demuth	27 8952 C 81 Goo C Vetter	28 8954 C 81 Goo C Vetter D Brown	29 8953 A 82 Pfeiffer A Marler D Schellenberg N Gavlik M	30 8953 A 82 Pfeiffer A Marler D Norton

*Illinois Valley Rural Fire Protection District*

Division Chief / Training Report

November 4, 2024



**ILLINOIS VALLEY  
FIRE  
DISTRICT**

The training building is moving along with more welding taking place. Right now the internal staircases are getting finished up and secured along with the construction of safety rails to keep people from falling down the stairwell when searching in low visibility conditions.

At this time, we have three firefighters scheduled to attend the upcoming fire academy with another one or two applications still being processed. The academy typically starts the online study portion in November into December for the hands-on classes to start the first weekend of January and go through the middle of February.

It's time for our DPSST maintenance packet for certifications to be sent in. I will be checking everyone's training maintenance requirements and preparing that renewal packet this month. Additionally, I will need to renew our Explorer Charter again soon to keep the program moving forward into next year.

Training for this month will cover areas of EMS Skills, Firefighter Self-Rescue, Fire Extinguishers, and Patient Packaging.

Respectfully Submitted by Jeff Gavlik, Division Chief



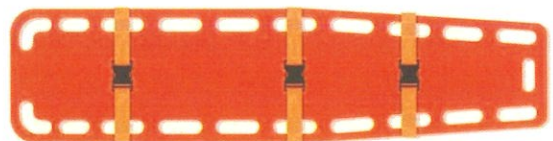
# November Schedule 2024



Date	Training	Location	Instructor
11/5/2024	Association Meeting	Admin	President
	EMS Skills	Admin	Marler
11/12/2024	Firefighter Self-Rescue	Sta. 1	Pfeiffer
11/19/2024	Fire Extinguishers	Sta. 1	Gavlik
11/26/2024	Patient Packaging	Sta. 1	LeMasters

## Note:

“**EMS Skills**” will be our monthly medical continuing education for recertification (Cardiac Arrest, Airway Management, Splinting, & IV Access); “**Firefighter Self-Rescue**” will be reviewing and practicing various ways for firefighters to get out of bad situations; “**Fire Extinguishers**” will be our annual fire extinguisher training; “**Patient Packaging**” will be for working as a team to efficiently backboard a patient from various positions within a vehicle.







## Maintenance Report October 2024

8932 Rescue SUV: Replace rear axle seals, service, and safety inspection.

8975 Staff SUV: Repair wiring to emergency radio.

8952 Command SUV: Replace right side exhaust manifold, relocate power supply for emergency radio, replace front rotors, service, and safety inspection.

8954 Command SUV: Replace a/c and serpentine belts.

8951 Command SUV: Replace broken wire for emergency radio and lights.

8977 Command SUV: Replace inner and outer tie rod ends, replace a/c condenser and expansion valve, front-end alignment, service, and safety inspection.

Hose testing completed for the district.

Started pump testing last week.

Load test generators for Admin and station 1.

Admin: Replace flagpole.

Station 1: Replace air shoreline to 8901 and install airline to 8941.

Station 2: Replace freeze plug on generator and paint the fuel tank.

## Illinois Valley RFPD

# Profit & Loss Budget vs. Actual

July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010-00 · Current Taxes	11,496.22	1,551,950.00	-1,540,453.78	0.74%
4020-00 · Prior Taxes	13,094.71	18,000.00	-4,905.29	72.75%
4030-00 · Other Tax Offsets	4,090.43			
4630-00 · INTEREST INCOME				
Total 4630-00 · INTEREST INCOME	23,784.22	20,000.00	3,784.22	118.92%
4710-00 · Miscellaneous				
Total 4710-00 · Miscellaneous	87,296.20	1,637,272.00	-1,549,975.80	5.33%
4712-00 · Explorers Savings	3,019.99			
4850-00 · Proceeds, Sale of Fixed Assets	67,390.00	100,000.00	-32,610.00	67.39%
<b>Total Income</b>	<b>210,171.77</b>	<b>3,327,222.00</b>	<b>-3,117,050.23</b>	<b>6.32%</b>
Gross Profit	210,171.77	3,327,222.00	-3,117,050.23	6.32%
Expense				
Fix it	362.10			
5000-00 · Personal Services				
Total 5000-00 · Personal Services	688,531.18	1,952,007.00	-1,263,475.82	35.27%
6000-02 · Materials & Services				
Total 6000-02 · Materials & Services	154,414.12	661,900.00	-507,485.88	23.33%
7000-03 · Capital Outlay				
Total 7000-03 · Capital Outlay	15,953.95	1,812,603.00	-1,796,649.05	0.88%
<b>Total Expense</b>	<b>859,261.35</b>	<b>4,426,510.00</b>	<b>-3,567,248.65</b>	<b>19.41%</b>
Net Ordinary Income	-649,089.58	-1,099,288.00	450,198.42	59.05%
Other Income/Expense				
Other Income				
BOND INDEBTEDNESS				
4632-03 · Unseg Int	22.24			
Total BOND INDEBTEDNESS	22.24			
4040-00 · Levy Funds				
4040-50 · Levy Funds (2022)- current year	4,071.82	414,953.00	-410,881.18	0.98%
4040-60 · Levy Funds (2022)-Prior Year	2,497.32			
Total 4040-00 · Levy Funds	6,569.14	414,953.00	-408,383.86	1.58%
9000-10 · Bond Taxes - Prior	1,052.80			
Total Other Income	7,644.18	414,953.00	-407,308.82	1.84%
Net Other Income	7,644.18	414,953.00	-407,308.82	1.84%
Net Income	<b>-641,445.40</b>	<b>-684,335.00</b>	<b>42,889.60</b>	<b>93.73%</b>



## Illinois Valley Fire District

681 Caves Highway  
Cave Junction, OR 97523  
phone: 541-592-2225 • fax: 541-592-6122  
www.ivfire.com

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October 15, 2024

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Joren Michael Rushing of PO Box 25, Tidewater, OR 97390, owner of the property at 1123 Thompson Creek Rd, Map 38-07-21 TL 301, would like to annex 4.21 acres of their property into the Fire District for a total of 4.21 acres.

They will provide adequate driveway access or a signed non - compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.

Respectfully,

Kamron Ismaili  
Assistant Chief  
Illinois Valley Fire District



This map was prepared for assessment purposes only.

1" = 400'

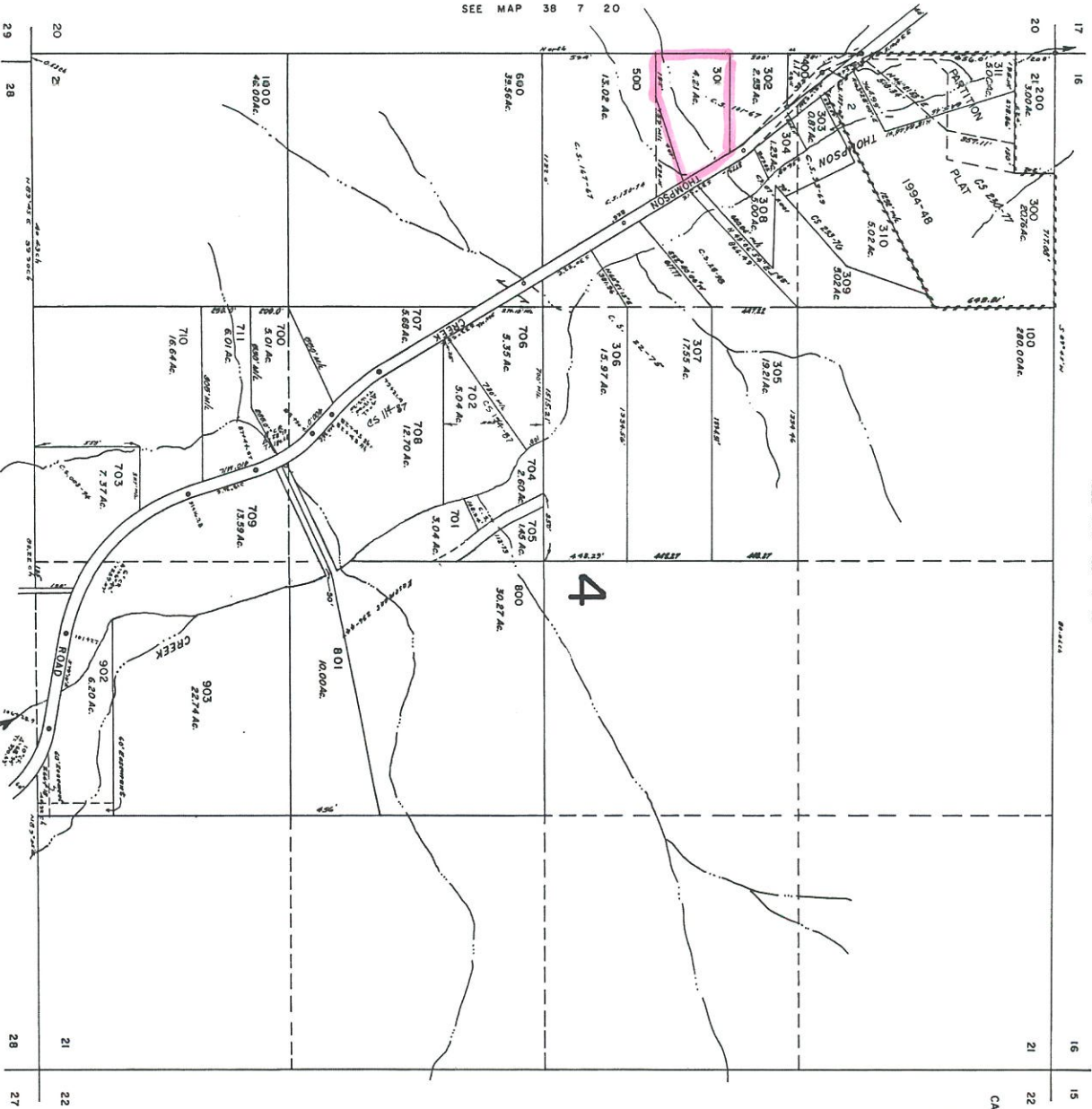
SEE MAP 38 7 16

15

CANCELLED T.L.

- 390
- 391
- 392
- 393
- 790
- 791
- 890
- 900
- 1100
- 392
- 393

SEE MAP 38 7



SEE MAP 38 7 20

20 28

SEE MAP 38 7 28

21 22 27

and 21

BEFORE THE BOARD OF DIRECTORS  
STATE OF OREGON, COUNTY OF JOSEPHINE  
ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT

**RESOLUTION NO. 24-06**

**RESOLUTION GRANTING SIGNING AND AUTHORITY TO CONDUCT BUSINESS**

**WHEREAS**, the Illinois Valley Rural Fire Protection District maintain checking accounts at both First Community Credit Union and Wells Fargo to pay operating expenses and clear debts;

**WHEREAS**, it has become necessary to clarify banking authority;

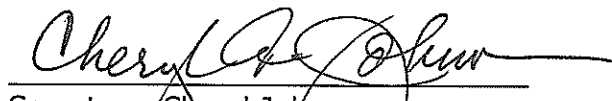
**WHEREAS**, the Illinois Valley Rural Fire Protection District desires to grant signing and authority to certain persons described hereunder;

**NOW, THEREFORE**, Be it resolved that the Board of Directors of the Illinois Valley Rural Fire District, being duly authorized, agree to grant signing and authority to only **current** Illinois Valley Fire District Directors to include: Jerry Lamb, Richard Bouchard, Cheryl Johnson, Michelle Binker and Herbert Tyler.

Please remove any/all past Directors authority.

**ADOPTED** by the Board of Directors of the Illinois Valley Rural Fire Protection District on this 4<sup>th</sup> day of November, 2024

  
\_\_\_\_\_  
President; Richard Bouchard

  
\_\_\_\_\_  
Secretary; Cheryl Johnson

BEFORE THE BOARD OF DIRECTORS  
STATE OF OREGON, COUNTY OF JOSEPHINE  
ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT

**RESOLUTION NO. 24-07**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT ESTABLISHING A COVERAGE AREA TO INCLUDE ALL PROPERTIES UP TO SEVEN (7) ROAD MILES OF THE DISTRICT'S FIRE STATIONS, AS DELINEATED IN THE ATTACHED EXHIBITS A & B. THIS RESOLUTION IS PURSUANT TO ORS 478.702, WHICH AUTHORIZES RURAL FIRE PROTECTION DISTRICTS TO ESTABLISH COVERAGE AREAS AND PURSUE ANNEXATION OF PROPERTIES NOT CURRENTLY WITHIN ANY FIRE PROTECTION DISTRICT.**

**WHEREAS**, the Illinois Valley Rural Fire Protection District is committed to ensuring the safety and protection of all properties within its service area;

**WHEREAS**, under ORS 478.702, rural fire protection districts are authorized to establish a coverage area to provide fire protection services to areas within 7 road miles of a district fire station that are not within a fire district and to annex such properties upon owner consent or future event; and

**WHEREAS**, the Illinois Valley Rural Fire Protection District stations are within 7 road miles of certain properties currently not annexed into the District, but which would benefit from the District's fire protection services; and

**WHEREAS**, no other fire protection districts maintain fire stations within 7 miles of these properties, leaving them otherwise unprotected by a proximate fire service provider; and

**WHEREAS**, the Board of Directors finds it in the public interest to extend the District's boundaries and coverage to these properties, and to pursue annexation of said properties into the District, ensuring their continued safety and fire protection;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Illinois Valley Rural Fire Protection District as follows;

1. Extension of Boundaries and Coverage Area: The District hereby establishes a coverage area to include all properties up to 7 road miles of any IVFD fire station as shown on the map in Exhibit A (Map of Affected Areas) and listed in Exhibit B



(List of Affected Properties).

2. Notification and Annexation Process: The District directs staff to notify the owners of the properties listed in Exhibit A of their inclusion into the District's coverage area. The notification shall inform property owners of their option to annex into the District, as provided by ORS 478.702.

3. Annexation Option: Property owners shall be given the option to petition for annexation into the District, with staff prepared to assist in completing any necessary documentation for the annexation process in accordance with state law.

4. If the district does not receive consent from the owners as described in ORS 478.702, the district will still protect the owners' lands and, if the district provides services at the lands, will bill the owners at three times the cost of the services.

5. Effective Date: This Resolution shall take effect immediately upon its adoption by the Board of Directors.

**ADOPTED** by the Board of Directors of the Illinois Valley Rural Fire Protection District on this 4<sup>th</sup> day of November, 2024

  
\_\_\_\_\_  
President; Richard Bouchard


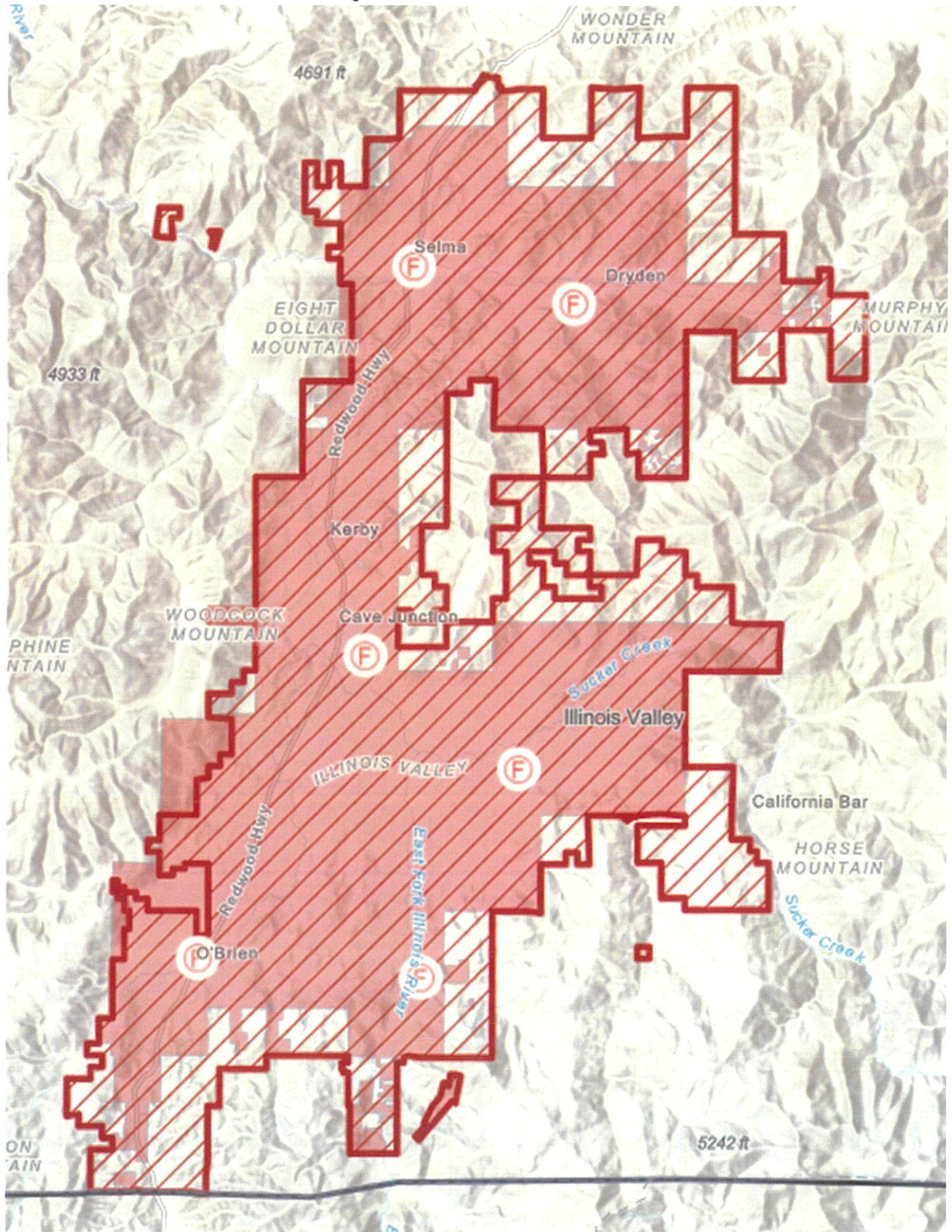
  
\_\_\_\_\_  
Secretary; Cheryl Johnson

EXHIBIT A – Map of Affected Areas  
[Attached]

EXHIBIT B – List of Affected Properties  
[Attached]

# Exhibit A

## Map of Affected Area





## EXHIBIT B PROPERTIES LIST

ACCOUNT	SITUS	LEGAL_ACRE	PROP_CLASS	CODE	Zone
R325984	3440 CROOKS CREEK RD	80	661	8	FC
R326013	* REDWOOD HWY	31.01	401	5	FC
R326014	* REDWOOD HWY	12.03	401	5	WR
R326015	* REDWOOD HWY	12.1	401	5	WR
R326016	* REDWOOD HWY	12.43	401	5	WR
R326017	* REDWOOD HWY	31	401	5	FC
R326894	8706 DEER CREEK RD	38.18	641	5	S
R326927	8560 DEER CREEK RD	5.06	401	5	FC
R326935	8827 DEER CREEK RD	8.63	401	5	S
R326936	8565 DEER CREEK RD	3.83	401	5	S
R326938	8550 DEER CREEK RD	14.25	401	5	WR
R326963	8837 DEER CREEK RD	19.36	401	5	S
R326964	8819 DEER CREEK RD	19.08	641	5	S
R326966	8595 DEER CREEK RD	6.71	401	5	S
R326970	2335 CROOKS CREEK RD	160	641	5	FC
R326999	601 MCMULLEN CREEK RD	159.02	641	5	FC
R327003	1509 E MCMULLEN CREEK RD	20	641	5	WR
R327006	1605 MCMULLEN CREEK RD	41.17	641	5	FC
R327192	* DEER CREEK RD	80	641	5	FC
R327199	* DEER CREEK RD	13.27	661	5	WR
R327200	* DEER CREEK RD	6.66	661	5	WR
R326988	8295 DEER CREEK RD	197.06	661	5	FC
R326987	8291 DEER CREEK RD	8.5	641	5	WR
R326986	8291 DEER CREEK RD	151.5	641	5	FC
R327488	599 TERRACE HEIGHTS DR	8.7	401	5	RR5
R327489	547 TERRACE HEIGHTS DR	6.2	401	5	RR5
R327490	495 TERRACE HEIGHTS DR	5.3	401	5	RR5
R327493	984 TERRACE HEIGHTS DR	5.77	401	5	RR5
R327495	1160 FOREST CREEK RD	7.48	641	8	RR5
R327497	1324 TERRACE HEIGHTS DR	13.7	401	5	RR5
R327498	1430 FOREST CREEK RD	15.15	641	5	RR5
R327500	606 TERRACE HEIGHTS DR	6.87	401	5	RR5
R327501	603 TERRACE HEIGHTS DR	11.77	401	5	RR5
R327507	101 FOREST CREEK RD	5.05	401	5	RR5
R327522	320 BRIAR LN	5.02	641	5	RR5
R327525	260 BRIAR LN	5.06	401	5	RR5
R327535	484 BRIAR LN	5.06	401	5	RR5
R327541	4722 THOMPSON CREEK RD	5.15	401	5	RR5
R327542	571 BRIAR LN	5.05	401	5	RR5
R327549	4827 THOMPSON CREEK RD	5.18	401	5	RR5



R327555	5010 THOMPSON CREEK RD	5.51	401	5	RR5
R327556	4901 THOMPSON CREEK RD	5.32	641	5	RR5
R327559	165 BORICA DR	5.02	401	5	RR5
R327562	375 BORICA DR	5.27	401	5	RR5
R327569	205 BORICA DR	5.03	401	5	RR5
R327571	5445 THOMPSON CREEK RD	4.03	401	5	RR5
R327572	5555 THOMPSON CREEK RD	5.03	401	5	RR5
R327574	5645 THOMPSON CREEK RD	5.25	641	8	RR5
R327582	5166 THOMPSON CREEK RD	5.4	401	5	RR5
R327586	17305 ILLINOIS RIVER RD	22.88	401	5	S
R327598	1500 KERBY MAINLINE RD	80	661	8	FC
R328161	* WEST SIDE RD	20	581	5	EF
R328162	* EIGHT DOLLAR MOUNTAIN RD	39.65	581	05;08	EF
R328200	11000 ILLINOIS RIVER RD	135.2	641	5	FC
R337657	* CAVES HWY	15.01	641	5	FC
R328801	1955 BEAR CREEK RD	0.96	401	5	FC
R329486	2001 HOLTON CREEK RD	5	401	8	WR
R330571	2740 CAVES HWY	1.89	401	5	WR
R330828	* WEST SIDE RD	88.08	641	5	S
R330830	5596 WEST SIDE RD	80.5	641	5	S
R333882	* WEST SIDE RD	3.17	641	5	S
R331226	1111 ALTHOUSE CREEK RD	519.55	641	5	FC
R331230	* DICK GEORGE RD	122	661	5	FC
R331249	5980 ALTHOUSE CREEK RD	40	661	5	FC
R331250	6000 ALTHOUSE CREEK RD	40	661	5	FC
R332281	7585 TAKILMA RD	160	661	5	WR
R332284	7701 TAKILMA RD	65.65	641	5	EF
R332289	1846 HAPPY CAMP RD	38.7	661	5	S
R332292	1775 HAPPY CAMP RD	30.89	641	5	S
R332293	3001 HAPPY CAMP RD	29.18	401	5	S
R332294	1753 HAPPY CAMP RD	70.41	641	5	S
R337769	2001 HAPPY CAMP RD	9.72	641	5	S
R332299	1629 HAPPY CAMP RD	7.41	401	5	S
R332411	35053 REDWOOD HWY	40	641	8	FC
R332412	35055 REDWOOD HWY	40	661	5	FC
R332414	* BROWNS RD	80	581	5	EF
R332425	1257 WALDO RD	80	661	5	S
R332426	1267 WALDO RD	20	641	5	S
R332428	* WOOD CREEK RD	20	641	5	S
R332531	4905 HAPPY CAMP RD	10	641	5	FC
R332789	3681 LONE MOUNTAIN RD	20.54	641	5	S
R332791	3883 LONE MOUNTAIN RD	21.62	641	5	S
R332792	4001 LONE MOUNTAIN RD	20.58	641	5	S
R344209	1575 PAGE CREEK RD	9.02	491	5	FC

R332849	10490 TAKILMA RD	0.55	401	5	RR5
R332862	* TAKILMA RD	3.61	541	8	RR5
R332865	10398 TAKILMA RD	202.22	641	8	WR
R332869	11001 TAKILMA RD	12.05	641	5	FR
R332874	11311 TAKILMA RD	7.18	401	5	RR5
R332876	11394 TAKILMA RD	13.06	661	5	RR5
R332878	11210 TAKILMA RD	4.8	401	5	RR5
R332880	11330 TAKILMA RD	7.07	641	5	RR5
R332882	11130 TAKILMA RD	3.12	401	8	RR5
R332889	11780 TAKILMA RD	2.52	401	5	RR5
R332893	11980 TAKILMA RD	3.06	401	5	RR5
R332900	12340 TAKILMA RD	80	681	8	WR
R332902	12175 TAKILMA RD	7.59	401	5	RR5
R332909	36789 REDWOOD HWY	80	641	5	FC
R332913	* LONE MOUNTAIN RD	280	601	5	FC
R332967	37300 REDWOOD HWY	240	641	5	S
R332971	37418 REDWOOD HWY	30	401	5	WR
R332982	37048 REDWOOD HWY	40	641	5	FC
R332984	37430 REDWOOD HWY	22.5	641	5	FC
R332986	37430 REDWOOD HWY	9.32	641	5	WR
R332987	37422 REDWOOD HWY	10	641	5	WR
R333020	38520 REDWOOD HWY	10	641	5	WR
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**TO:** Illinois Valley Fire District Board of Directors and staff

**FROM:** Teresa Stover, contract project administrator for water and sewer lines extension

**SUBJECT:** Hydrant Project Status Report

**DATE:** November 1, 2024

The IVFD water and sewer lines expansion will install approximately 1,700 lineal feet each of water and sewer lines from existing City of Cave Junction main lines on Old Stage Road to the Illinois Valley Fire District Station 1 at 681 Caves Highway (see attached drawings). Four fire hydrants will be installed along the water line; three on Caves Highway and one on the fire station back lot.

IVFD is managing the design, engineering, and construction of the project. Upon completion, IVFD will hand off operation and maintenance of the lines to the City of Cave Junction. The project is funded by an Oregon Lottery direct legislative award, as administered by Business Oregon. The Business Oregon deadline to complete the project is March 2027.

- **Procurement**

- In response to the Request for Proposal (RFP) for design engineering services published on September 17, we received and opened two qualified proposals at the proposal opening meeting on October 8. The proposals were evaluated and both firms were interviewed. A preliminary selection has been made and the contract is under development.
- Next steps are to complete contract negotiations, have the contract reviewed by IVFD legal counsel and by Business Oregon, and then issue the Notice of Intent to Award Contract in mid- to late November.

- **Permits and regulatory approvals**

- ODOT requires the Utility Permit Cultural Resource Review Notification to three tribal nations: Confederated Tribes of Grand Ronde, Confederated Tribes of Siletz Indians, and Cow Creek Band of Umpqua Tribe of Indians. Tribal notifications went out on September 10 and the deadline for responses was October 10. None of the tribes notified us of any objections or other comments, so we can now move forward with the ODOT Utility Permit Cultural Resource Certification.



