

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

June 8, 2026

1. Call meeting to order (silence phones)
2. Flag Salute (remove hats)
3. Roll Call
4. Review of May 11, 2026 minutes
5. Staff Reports
 - Fire Chief Holmes
 - Assistant Chief Ismaili
 - Division Chief Gavlik
 - Battalion Chief Pfeiffer
6. New Business
 - Budget:
 - Make a motion to pass the 2026-2027 budget (if not already passed at the Budget Hearing)
 - Resolution: #26-02; Budget for FY 2026-2027
 - Authorization to invest taxing district funds (annual renewal)
 - Annexations: None at this time
 - Teresa Stover - Hydrant Grant Administrator
 - Ethan Lane – City of Cave Junction Liaison
 - Board Elections
7. Old Business:
 - LOT Levy Update: Preliminary results as of June 1st are 51.44% yes to 48.56% no
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 July 13, 2026 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 June 8, 2026

Director Jerry Lamb called the meeting to order at 4:00pm and led the flag salute.

PRESENT: Chief Holmes, Div. Chief Gavlik, Div. Chief Paul, Batt. Chief Pfeiffer, Christina Buttram, FF Meyer, FF Goodnough

GUESTS: Teresa Stover

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

REVIEW OF PREVIOUS MEETING MINUTES: Motion made by Director Hendrix to accept the May 11, 2026 minutes; and seconded by Director Johnson. All in favor, motion passed unanimously.

STAFF REPORTS:

CHIEF HOLMES

Fire Defense Board

- One response noted to the D3 area with 8942.

OSFM – Incident Management Team

- Nothing to report at this time.

Training

- Continued participation in weekly IVFD training drills.
- AMR: GSW-Penetration Trauma

Key Meetings / Events

- Assistant Fire Chief Ismaili and I attended a Hwy 199 Fire Summer Staffing and Tactics meeting with ODF and FSS.

Operations / Equipment Updates

- Nothing to report at this time.

Ongoing Engagement

- Oregon Fire Chiefs Association – Monthly Meeting
- Hydrant Grant Coordination (AC Ismaili, DC Paul, Teresa Stover)
- Rogue River Fire District #1 Board Meeting
- Cave Junction City Council
- Resilience Committee Meetings
- IVFROG with Directors Johnson and Hendrix
- Cave Junction Chamber of Commerce
- Mid Rogue Fire District BOD Meeting
- Williams Fire BOD Meeting

ASST. CHIEF ISMAILI: (on vacation – no report presented at the meeting)

- For the month of May, we had a total of 122 calls: 29 non-emergent: false alarm, good intent/no incident, legal open burns, etc. calls; 14 service/public assist calls, 21 illegal open burn/smoke investigation calls, 2 hazardous situations, 12 motor vehicle accidents, 40 medical calls, 2 grass fires, 2 structure fires.
- Completed 7 fire and life safety inspections.
- Station 5: The building safety permits are ongoing; Awaiting installation of garage doors (end of June).

- District Boundary Expansions: On going process with letters sent to property owners. Conflict between Josephine County and the state. With limited clarification, we have developed a plan and are moving forward with a revised process.
- The hydrant grant project is ongoing, with an update later from Teresa Stover.
- Fire season is now underway. Apparatus, equipment, and infrastructure have been inspected and serviced, now prepared for deployment; communication issues with local partner agencies have been resolved.

DIV. CHIEF GAVLIK:

- Training Building: Four Way Foundation funded \$8100 for the roof ventilation prop.
- Mobile repeater installed in 8911.
- BC Pfeiffer, completed Fire Instructor II; Firefighter Browman completed Fire Instructor I and Fire Officer I.
- Explorers Capt. Clara Gavlik and Lt. Nick Beck received graduation gifts from the IV Volunteer Firefighters Association in appreciation for their years of service to the Fire Explorer program. The next can and bottle drive will be 7/11/26.
- Training for this month will include Mercy Flights Helicopter, Wildland RT-130, Annual Physical Agility, Rope Rescue, and Firefighter Escape Room.

BAT. CHIEF PFEIFFER:

- Hydrant Project is mostly complete. Waiting for hydrant numbers to be assigned.
- Station 5 doors will be installed 6/9/26.
- Station 6 water storage tank pipes had developed a leak, which was repaired and refilled.
- Air trailer testing was completed and passed all of the needed certifications. Hydraulic tools are next.
- A written maintenance report was submitted in the board packet, and discussed at the board meeting with detail of the maintenance on the fleet, buildings, and resiliency trailers. 8973 is a new to us staff rig, plus a hazmat decontamination unit was gifted to IVFD.

ADMINISTRATOR PAUL: no report, financials provided.

NEW BUSINESS:

- Motion to approve Resolution 26-02 – Adopting a budget of \$5,918,583 for FY 2026-2027.

Motion to approve Resolution 26-02 to adopt the FY 2026-2027 budget made by Director Johnson, seconded by Director Hendrix. All in favor, motion passed.

- Motion to approve an Authorization To Invest Taxing Districts Funds with the Josephine County Treasurer's Office for the 2026-2027 fiscal year.

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

- Hydrant Grant project – written update presented by Teresa Stover:
 - Construction on the water line began 5/4/26, completed 5/28/26
 - Change Order #2 to add a 10" gate valve needed to connect to the city's water main.
 - Change Order #3 to add a T connection for the water and sewer lines
 - Final walk through 6/2/26; Needing to review/resolve punch list items; close out the grant
 - A June disbursement request for construction and grant administration will be provided.
- Ethan Lane – No updates from the city for today's meeting.
- Board elections tabled until the next board meeting.

OLD BUSINESS:

- Local Option Tax Levy early results show a passage of the measure as of 6/1/26: Yes = 51.44% No = 48.56%

PUBLIC COMMENT: FB comment from Jack Jones: regarding absence of FB Live and lack of connectivity. Network and/or technical issues are beyond our control. Also noted by the board that there are plenty of seats for in person attendance.

BOARD COMMENT:

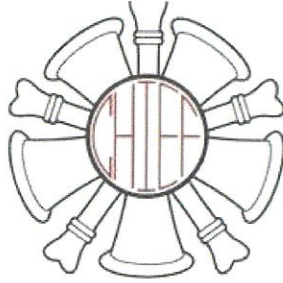
- Director Johnson thanked the voters for supporting IVFD and our recent levy ballot measure. Fingers crossed for the final certified vote later this week. She also wished everyone a safe summer with hopefully few fires.
- Director Lamb was happy to lead the meeting with the absence of the President and Vice President. Be safe out there and thanks to the chief for running the district.

The next regularly scheduled BOD meeting will be Monday, July 13, 2026 at 4pm at the Administration building, 681 Caves Hwy., Cave Junction, OR. This meeting adjourned at 4:23pm.

Respectfully submitted,



Director Cheryl Johnson
Board Secretary



Fire Chief Report

Date: 06.08.2026

Fire Defense Board

- One response noted to the D3 area with 8942.
-

OSFM – Incident Management Team

- Nothing to report at this time.
-

Training

- Continued participation in weekly IVFD training drills.
 - AMR: GSW-Penetration Trauma
-

Key Meetings / Events

- Assistant Fire Chief Ismaili and I attended a Hwy 199, Fire Summer Staffing and Tactics meeting with ODF and FSS.
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Operations / Equipment Updates

- Nothing to report at this time.
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Ongoing Engagement

- Oregon Fire Chiefs Association – Monthly Meeting
- Hydrant Grant Coordination (AC Ismaili, DC Paul, Teresa Stover)
- Rogue River Fire District #1 Board Meeting
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- IVFROG with Directors Johnson and Hendrixx
- Cave Junction Chamber of Commerce
- MidRogue Fire District BOD Meeting
- Williams Fire BOD Meeting

Illinois Valley Fire Protection District

Board of Directors Meeting Operations/Prevention Notes 06/08/2026

For the month of May, the Illinois Valley Fire District responded to a total of **122 calls**. Below is the breakdown:

➤ **Non-Emergent Calls: 29**

- These incidents included no incidents found, canceled en route, false alarms, non-hostile smoke investigations, and legal open burns.

➤ **Public Service Calls: 14**

- These incidents included public assists, lift assists, water leaks, standby incidents, weather-related incidents, and carbon monoxide/gas/smoke alarm investigations.

➤ **Illegal Open Burns: 21**

- Enforcement actions resulted in 8 warnings and 3 citations.

➤ **Hazardous Situations: 2**

- These incidents included power line issues, fallen trees, fuel leaks, smoke/odor investigations, electrical arcing, and gas leaks.

➤ **Motor Vehicle Accidents (MVAs): 12**

➤ **Medical Calls: 40**

➤ **Grass Fires: 2**

- 6000 block of Caves Highway – Unintentional. The fire was caused by an escaped open burn.
- 3000 block of Rockdale Road – Unintentional. The fire was caused by an escaped open burn.

➤ **Structure Fires: 2**

- 100 block of Hathaway Drive – Cause undetermined; possibly electrical in nature.
- 600 block of Redwood Highway – Cause undetermined; possibly electrical or caused by refracted light.

Fire & Life Safety Inspections: 7 Completed

- All staff firefighters are now certified Engine Company Inspectors.

Project Updates

➤ **Station 5**

- Building safety permits remain in process. We are currently awaiting installation of the bay doors, after which the remaining permit requirements can be completed.

➤ **District Boundary Expansion**

- The expansion process remains ongoing. While clarification from the relevant agencies has been limited, we have developed a plan and are moving forward under a revised process.

➤ **Hydrant Grant Project**

- Project progress was monitored daily throughout the month, and the majority of the work has been completed. Teresa Stover will provide a detailed update.

➤ **Fire Season Preparedness**

- Fire season is now underway. Apparatus, equipment, and infrastructure have been inspected, serviced, and prepared for deployment. Most communication issues with our local partner agencies have been resolved, and the district is prepared for the upcoming fire season.

Questions?

Illinois Valley Rural Fire Protection District

Division Chief / Training Report

June 8, 2026



The Four Way Foundation funded our grant proposal for the materials to build our roof ventilation prop. The grant submitted was for \$8,100 to cover the cost of the steel and miscellaneous parts to erect an adjustable pitch roof prop for vertical ventilation training.

I installed another mobile repeater in 8911, providing for mobile repeating capabilities to most of our first out response apparatus.

Firefighter Browman finished up his Instructor I and Fire Officer I classes, and Battalion Chief Pfeiffer completed his Fire Instructor II class.

The Volunteer Firefighters Association presented Explorer Captain Clara Gavlik and Lieutenant Nick Beck with a graduation gift for their many years of active participation within the Fire Explorer program. The Explorers' next can and bottle fundraiser will be on July 11th.

Training this month will cover Mercy Flights Helicopter, Wildland RT-130, Annual Physical Agility, Rope Rescue, and Firefighter Escape Room.

Respectfully Submitted by Jeff Gavlik, Division Chief

Maintenance Report- May 2026

8942- New Batteries

8954- Slider Tray installed

Air Trailer- Annual testing completed

Station 5- Still waiting on Doors

Station 6- Water Tanks repaired/filled

Hydrants Completed

Received new to us 8973- Transflush and oil change

Received Decon Trailer. Will be kept in Resiliency Conex at Station 2

Illinois Valley RFPD

Profit & Loss Budget vs. Actual

July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4010-00 · Current Taxes	1,597,622.83	1,618,780.00	-21,157.17	98.69%
4020-00 · Prior Taxes	42,885.18	22,000.00	20,885.18	194.93%
4630-00 · INTEREST INCOME				
Total 4630-00 · INTEREST INCOME	80,031.55	40,000.00	40,031.55	200.08%
4710-00 · Miscellaneous				
Total 4710-00 · Miscellaneous	406,119.01	2,283,744.34	-1,877,625.33	17.78%
4712-00 · Explorers Savings	-812.63			
Total Income	2,125,845.94	3,964,524.34	-1,838,678.40	53.62%
Gross Profit	2,125,845.94	3,964,524.34	-1,838,678.40	53.62%
Expense				
Fix it	227.64			
5000-00 · Personal Services				
Total 5000-00 · Personal Services	1,603,068.34	3,072,193.00	-1,469,124.66	52.18%
6000-02 · Materials & Services				
Total 6000-02 · Materials & Services	405,303.30	685,400.00	-280,096.70	59.13%
7000-03 · Capital Outlay				
Total 7000-03 · Capital Outlay	248,110.85	1,330,276.34	-1,082,165.49	18.65%
7950-03 · Contingency Fund	0.00	130,000.00	-130,000.00	0.0%
8000-04 · Debt Service/Lease Purchase Agr				
Total 8000-04 · Debt Service/Lease Purchase Agr	44,550.63	44,994.00	-443.37	99.02%
8000-46 · Loan Fees	0.00	410.00	-410.00	0.0%
Total Expense	2,301,260.76	5,263,273.34	-2,962,012.58	43.72%
Net Ordinary Income	-175,414.82	-1,298,749.00	1,123,334.18	13.51%
Other Income/Expense				
Other Income				
BOND INDEBTEDNESS				
4632-01 · Int Dist	289.64			
Total BOND INDEBTEDNESS	289.64			
4040-00 · Levy Funds				
Total 4040-00 · Levy Funds	446,186.32	432,821.00	13,365.32	103.09%
9000-10 · Bond Taxes - Prior	1,374.20			
Total Other Income	447,850.16	432,821.00	15,029.16	103.47%
Net Other Income	447,850.16	432,821.00	15,029.16	103.47%
	272,435.34	-865,928.00	1,138,363.34	-31.46%

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

RESOLUTION NO. 26-02

IN THE MATTER OF ADOPTING THE BUDGET, MAKING APPROPRIATIONS, LEVYING & CATEGORIZING TAXES

RESOLUTION ADOPTING THE 2026-2027 FISCAL YEAR BUDGET:

BE IT RESOLVED that the Board of Directors of the Illinois Valley Rural Fire Protection District hereby adopts the budget for fiscal year 2026-2027 in the sum of **\$5,918,583** now on file at the office of the Fire Chief.

RESOLUTION MAKING APPROPRIATIONS:

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2026 and for the purposes shown below are hereby appropriated as follows:

<u>Appropriations</u>	<u>General Fund</u>	<u>Bond Indebtedness</u>	<u>Total</u>
Fire Fighting Services	\$ 5,338,037		\$ 5,338,037
Debt Service	\$ 48,628		\$ 48,628
Contingency	\$ 150,000		\$ 150,000
Total Appropriations	\$ 5,536,665		\$ 5,536,665
Unappropriated Ending Fund Balance	\$ 381,918		\$ 381,918
Total Budgeted	\$ 5,918,583		\$ 5,918,583

RESOLUTION LEVYING, IMPOSING & CATEGORIZING TAXES FOR THE 2026-2027 FISCAL YEAR BUDGET:

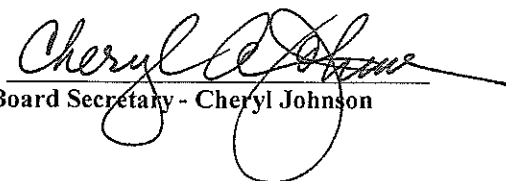
BE IT RESOLVED that the Illinois Valley Fire Districts Board of Director's hereby impose the taxes provided for in the adopted budget at the rate of **\$1.8701 per \$1,000.00** of assessed value for Districts permanent rate tax; and that these taxes are hereby imposed and categorized for the tax year 2026-2027 upon the assessed value of all taxable property in the district.

Furthermore, Be It Resolved that voters of the Illinois Valley Rural Fire Protection District voted in favor of a **5-Year Levy** in the amount of **\$0.99 per \$1,000.00** of assessed value for a Local Option Tax. Said Levy is to be imposed upon the assessed value of all taxable property in the district for fiscal year 2026-2027.

General Government Limit		Excluded from Limitation
General Fund	\$1.8701 / \$1,000.00	\$ 0.00
5-Year Levy 2026/2027 – 2030/2031	\$ 0.99 / \$1,000.00	\$ 0.00

Signed by me in open session in authentication of its' majority approval this 8th day of June, 2026.


Board President - Richard Bouchard

ATTEST: 
Board Secretary - Cheryl Johnson

To: **JOSEPHINE COUNTY TREASURER OFFICE**
500 NW 6TH ST, DEPT. 14
GRANTS PASS OR 97526

Fax – 541-474-5176

From: Illinois Valley Rural Fire Protection Dist.
Taxing District

Date 6/8/2026

Current list of the Board of Directors:

Name: Herbert Tyler	Title: Director – Pos. 1
Name: Richard Bouchard	Title: Director – Pos. 2
Name: Sean Hendrix	Title: Director – Pos. 3
Name: Jerry Lamb	Title: Director – Pos. 4
Name: Cheryl Johnson	Title: Director – Pos. 5

Please mail all reports to: Illinois Valley Rural Fire Protection District

681 Caves Hwy., Cave Junction, OR 97523

Contact person: Jamie Paul

2nd Contact person: John Holmes

E-mail jamielpaul@ivfire.com

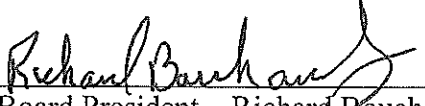
E-mail johnholmes@ivfire.com

Fax # 541-592-6122

We agree to inform the Josephine County Treasurer's Office of any changes to the list of officers or board of directors.

AUTHORIZATION TO INVEST TAXING DISTRICTS FUNDS

The Josephine County Treasurer is hereby authorized and instructed to include our taxing district in the county's investment program. The Board of Directors has approved the participation for 2026-2027 in the county's investment program on 6/8/2026. **The district will provide a copy of this approval.** The Treasurer will provide the taxing district a report of all income credited to our account, including interest.


Board President – Richard Bouchard

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: June 2, 2026

The IVFD water and sewer lines expansion has installed about 1,700 lineal feet of water line and 708 lineal feet of sewer line 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 drawing). Four fire hydrants were 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, with Verdantas (formerly Civil West Engineering) as the engineer and Pilot Rock Excavation as the contractor. 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.

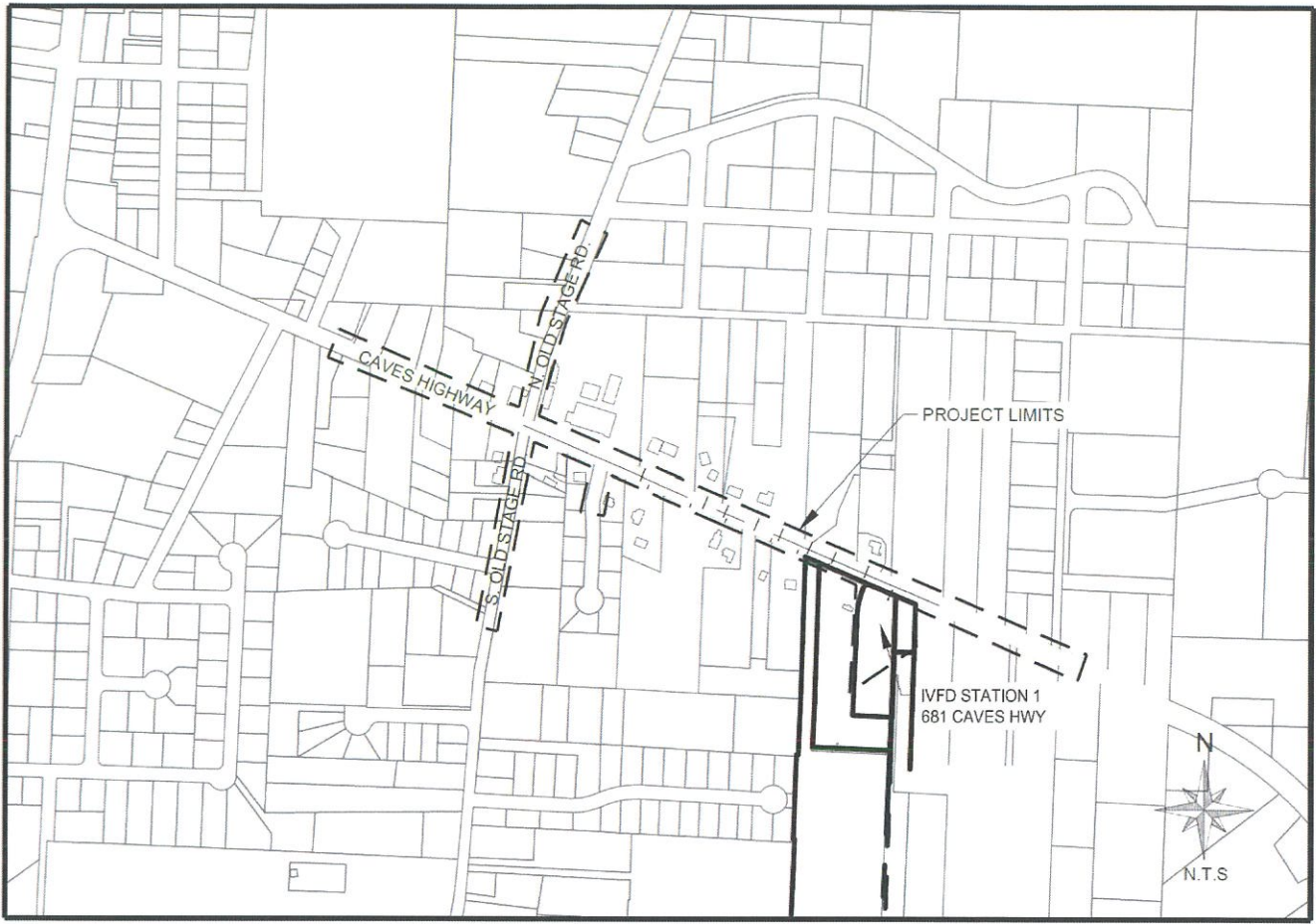
Current and upcoming milestones

- **Construction**

- Construction on the water line started on Monday, May 4, and reached substantial completion on May 28, ahead of the scheduled substantial completion date of June 15.
- Change order #2 for \$5,400 was for a gate valve at the intersection of Old Stage Road and Caves Highway for the connection to the city's water main. Change order #3 for \$11,357 was to install a T connection at Frederick Court and to extend the water and sewer line stub locations to the edge of the IVFD property line. Neither change order delayed the schedule.
- Scheduled the final walkthrough for June 2.
- Next steps will be to review the punch list and as-built drawings, and then to close out the grant.

- **Finance**

- There was no disbursement request for May. The disbursement request for June will include invoices for the construction and grant administration.



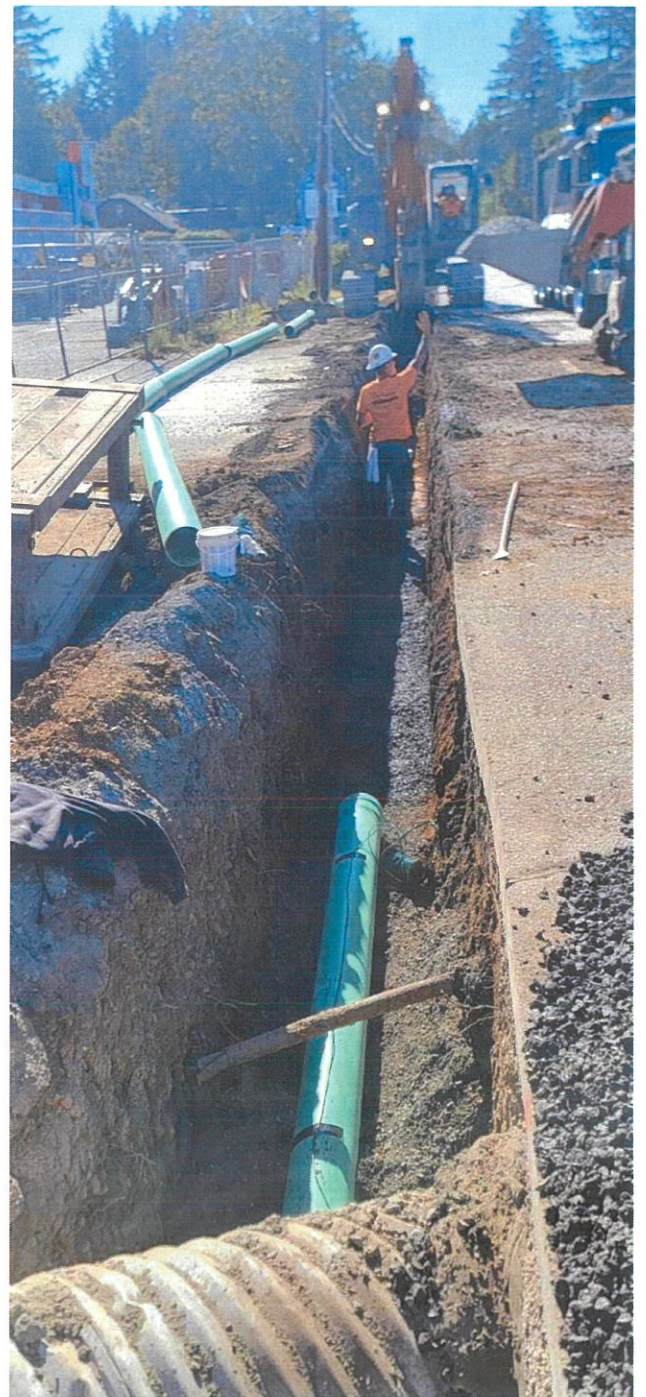
PROJECT VICINITY MAP



Trenching water line on west side of IVFD property, May 13, 2026



Installing water and sewer infrastructure on IVFD property between the two buildings, May 14, 2026



Laying sewer pipe on Caves Highway, May 18, 2026



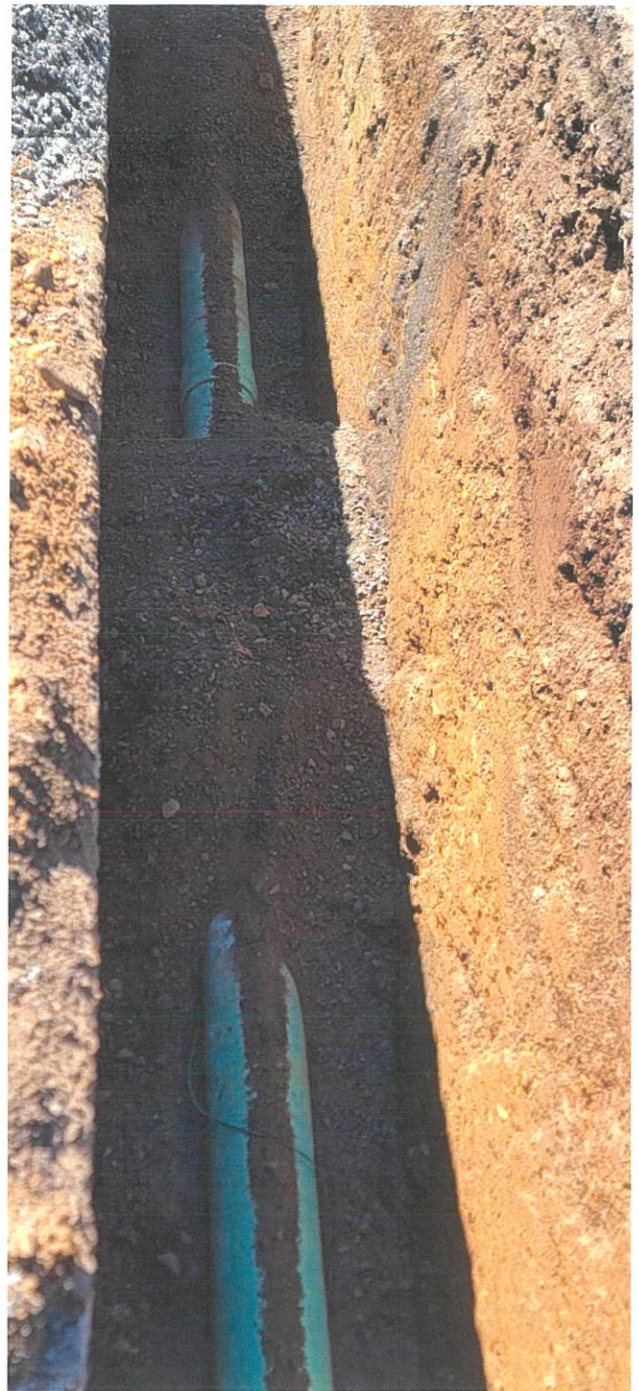
Work on sewer line on Caves Highway, May 18, 2026



Installing one of three sewer manholes on Caves Highway, May 18, 2026



Installing one of the three hydrants with the water line on Caves Highway, May 21, 2026



Backfill in sewer trench, May 18, 2026



Hydrant in concrete in IVFD training area, May 20, 2026



Finished hydrant and bollards on concrete pad
in IVFD training area, May 28, 2026