

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

August 12 2024

1. Call meeting to order (silence phones)
2. Flag Salute (remove hats)
3. Roll Call
4. Review of July 8, 2024 minutes
5. Staff Reports
  - Fire Chief Holmes
  - Asst. Chief Ismaili
  - Div. Chief Gavlik
  - Div. Chief Sherman
6. New Business:
  - Annexations: Scheiber Family Trust of 2540 Reeves Creek Rd - 4.72 acres for a total of 9.72 acres.
  - Resolution 24-03, 24-04: Supplemental Budgets
  - Teresa Stover - Hydrant Grant Administrator
  - Ethan Lane – City of Cave Junction Liaison
7. Old Business:
  - Application for open Board position
  - Levy Workshop Committee Update
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 September 9th, 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 August 12, 2024

President Bouchard called the meeting to order at 4pm and led the flag salute.

**PRESENT:** Chief Holmes, Asst. Chief Ismaili, Div. Chief Gavlik, Div. Chief Sherman, Div. Chief Paul, Lt. Goo, FF LeMasters, Paula LeMasters

**VOLUNTEERS:** Charlie Foutch, Josh Kasprzak, Harlan Browman

**GUESTS:** Skip Tyler, Teresa Stover, Bradley O'Leary

**ROLL CALL:** Directors Binker, Bouchard, Lamb, and Johnson were present.

**REVIEW OF PREVIOUS MEETING MINUTES:** Motion made by Director Binker to accept the July 8, 2024 minutes as presented; and seconded by Director Lamb. All in favor, motion passed unanimously.

### STAFF REPORTS

#### CHIEF HOLMES:

- **New Items:**

- WT8942 was part of TF37 initially to the Microwave Tower Fire, and then re-assigned to the Monkey Creek Fire. They have been again deployed for OSFM "Immediate Need" and are due to be demobilized 8/13/24.
- Lieutenant Kyle Lane has tested with Eugene Springfield Fire Rescue, and was accepted into the next academy. His last day with us will be August 10<sup>th</sup>. We wish him well!
- Firefighter Danny Marler has accepted the Levy Firefighter position.
- Volunteer/Firefighter Jenny Vetter has accepted the OSFM Capacity Grant Firefighter position and will be placed on C Shift. FF Vetter tested awhile back and was placed on a hiring list, that has now been exhausted.
- IVFD made The Gated Wye with some of our responses with the Wildland Up-Staffing crews.
- Kudos from Dan Quinones from ODF, on the great job and team working that has happened with ODF and IVFD.
- A new to us (Demo unit) Combination Extrication Tool has been delivered from Sea Western (Chris Mills).
- Kudos to Lt. Lane (see attached).
- Station 5 was sold last month.

- **Fire Defense Board Items:**

- I had my FDBC week covered, while I was deployed. Thank you, Chief Wolford!

- **OSFM – Red Team:**

- Red Team was on an assignment, and I was called to work with a Grey Team, until the Durkee Fire was deemed to be a Conflagration, at which time, I was working for Green Team.
- Red Team was deployed to the Elk Fire this morning (8.5.2024), and I was unable to deploy due to District needs and appointments.

- **New Meetings Attended:**

- Working with Mercy Flights on assisting with the EMS Apprentice program. We would have current EMT/Paramedic students work with IVFD on a 40-hour work week. More information to come as we move forward with the project.

- **On-going and Informative Meetings:**

- Attended the Jackson County #1 (Rogue River) BOD (Online)
- Attending the Josephine County Commissioner's Weekly Meetings (Online)
- Attended the International Association of Arson Investigators Monthly meeting (Online)
- Attended the Williams Fire District Board of Directors Meeting and Special Meetings (Online)
- Attended the Cave Junction City Council Meeting (In-Person and Online)
- Attended the Josephine/Rogue Valley Operations Group Meeting.
- Attended the Applegate Fire District BOD Meeting
- Attended the weekly State Fire Defense Board Weekly Meetings

**ASST. CHIEF ISMAILI:**

- For the month of July, we had a total of 130 calls: 27 good intent/no incident calls; 10 service/public assist calls, 2 false alarms, 5 hazardous condition calls, 34 medical calls, 6 illegal open burn/smoke investigation calls, 13 grass fires, 3 small vehicle fires, 1 large vehicle fire, 2 structure fires, 11 motor vehicle accidents with no civilian fatalities and no firefighter injuries. Assisted on 16 calls with our mutual aid partners.
- Installed 13 smoke alarms in valley residences.
- Completed 13 fire and life safety inspections.
- Water project: Teresa Stover is our grant administrator and will be providing updates.
- Station 5: We still have a contract with the county, which includes a paved driveway, which has been waived. We also have an opportunity to contract with the Grange for \$1,200/year, including power and water services. A contract is currently under review with the Grange attorney's office.
- Lt. Lane has accepted a position with Eugene Springfield Fire. He will be missed after 7-½ years with IVFD. As a result, FF/EMT Marler is now in a levy paid position and FF/EMT Vetter is now in a capacity paid position. We have moved FF Dunlap to a Wildland up-staffing position.

**DIV. CHIEF GAVLIK:**

- The power is connected to the training building lighting; working on cutting in for the 3<sup>rd</sup> floor stairs.
- Working on updating firmware for radios and repeaters.
- Added two new volunteer firefighters, and processing more applications.
- Explorer's Can and Bottle drive will be held 8/17/24.
- Training this month includes: Diabetes/Overdose, Hose Handling and Fire Streams, Interior Fire Attack, and Hydrant Water Supply.

**DIV. CHIEF SHERMAN:**

- Logistics, vehicle and station maintenance report was provided in the board packet.
- LED lights are being installed in all stations.

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

**NEW BUSINESS:**

- Recommend one annexation request as follows:
  - Schieber Family Trust, property at 2540 Reeves Creek Rd., Selma – 4.72 acres for a total of 9.72 acres

Motion made by Director Lamb to approve the annexation request, seconded by Director Binker. All in favor, motion passed unanimously.

- Resolution 24-03 – Increase budgeted revenue \$11,500 due to sale of surplus items.

Motion made by Director Johnson to approve Resolution 24-03 – increase budgeted revenue \$11,500 due to sale of surplus items, seconded by Director Binker. All in favor, motion passed unanimously

- Resolution 24-04 – Supplemental budget, acceptance of \$13,703.31 from Darlene 3 Fire.

Motion made by Director Binker to approve Resolution 24-04 – acceptance of \$13,703.31 from Darlene 3 Fire, seconded by Director Lamb. All in favor, motion passed unanimously

- Teresa Stover, Hydrant Grant Administrator provided a verbal and written report with an update to the project. The agreement with the City of Cave Junction has been signed. IVFD is responsible for the construction portion and will then hand over the operation to the City of Cave Junction. An upcoming RFP will soon be released for design engineering services.
- Ethan Lane – City of Cave Junction: Nothing to report for today's board meeting. (via FB Live)

#### **OLD BUSINESS**

- The board welcomed two individuals interested in being appointed as a new board member to fill our board vacancy. The applicants attending were invited to speak during public comment.
- Director Johnson gave a brief update that the board held a workshop prior to the board meeting to begin work on the upcoming levy initiative for the 2025 election.
- Director Johnson shared that Best Practices Public Meeting Law training (from SDAO) is now available online on Vector Solutions. SDAO emailed today that it is available; and it needs to be completed by all board members. The "official" state mandated Public Meeting Law training is still under development by the Oregon Government Ethics Commission. We will add it to the agenda as an item to be completed once the training is released by OGE.

#### **PUBLIC COMMENT:**

- Prospective board applicant Herbert (Skip) Tyler introduced himself to the board and expressed interest in being appointed to the vacant board position. Bradley O'Leary came forward and withdrew his application.

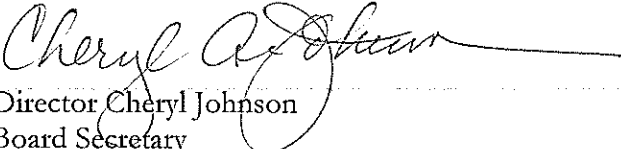
#### **BOARD COMMENT:**

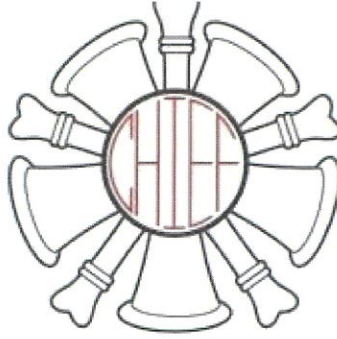
- Director Binker shared that there will be a memorial celebration for Director David Darnell on Saturday, August 24, 2024 at 11am here at IVFD Admin.
- Director Johnson thanked all of the IVFD staff and volunteers for their quick and efficient response to the recent uptick in grass fires.
- Director Bouchard thanked Lt. Pfeiffer and FF LeMasters for taking the deployment assignment; and FF's Marler and Vetter for their current deployment. Also, a thank you to Lt. Lane for his 7-½ years of service to IVFD and wished him well in Eugene/Springfield.
- Director Lamb thanked our firefighters for attending our meetings, and expressed appreciation for them staying safe; and for their spouses that support them.

The next regularly scheduled BOD meeting will be Monday, September 9, 2024 at 4 pm at the Administration building, 681 Caves Hwy., Cave Junction, OR.

This meeting adjourned at 4:39 pm.

Respectfully submitted,

  
Director Cheryl Johnson  
Board Secretary



## **Fire Chief Report**

**08.12.2024**

- **New Items:**

- *WT8942 was part of TF37 initially to the Microwave Tower Fire, and then re-assigned to the Monkey Creek Fire. They returned to district on August 1. They were deployed for 10 days. They all did a fantastic job!*
- *Lieutenant Kyle Lane has tested with Eugene Springfield Fire Rescue, and was accepted into the next academy. His last day with us will be August 10<sup>th</sup>. We wish him well!*
- *Firefighter Danny Marler has accepted the Levy Firefighter position.*
- *Volunteer/Firefighter Jenny Vetter has accepted the OSFM Capacity Grant Firefighter position and will be placed on C Shift. FF Vetter tested awhile back and was placed on a hiring list, that has now been exhausted.*
- *IVFD made The Gated Wye with some of our responses with the Wildland Up-Staffing crews.*
- *Kudos from Dan Quinones from ODF, on the great job and team working that has happened with ODF and IVFD.*
- *A new to us (Demo unit) Combination Extrication Tool has been delivered from Sea Western (Chris Mills).*
- *Kudos to Lt. Lane (see attached).*

- **Fire Defense Board Items:**

- *I had my FDBC week covered, while I was deployed. Thank you, Chief Wolford!*



- **OSFM – Red Team:**

- *Red Team was on an assignment, and I was called to work with a Grey Team, until the Durkee Fire was deemed to be a Conflagration, at which time, I was working for Green Team.*
- *Red Team was deployed to the Elk Fire this morning (8.5.2024), and I was unable to deploy due to District needs and appointments.*

- **New Meetings Attended:**

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- **On-going and Informative Meetings:**

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- *Attended the Applegate Fire District BOD Meeting*
- *Attended the weekly State Fire Defense Board Weekly Meetings*



## John Holmes

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**From:** Paula LeMasters  
**Sent:** Monday, July 22, 2024 11:59 AM  
**To:** John Holmes  
**Cc:** Kyle Lane; Kamron Ismaili  
**Subject:** Kudos - Lt Lane

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

D Chappell of 1000 Airport Dr who hosts Sis-Q Camp each year and is in the fire service, wanted to express his gratitude to Lt Lane for assisting him in getting his burn permit back in May. Mr. Chappell said that the office was closed but he found Lt. Lane who went above and beyond to make sure that he had a permit to do the work that needed to be done at the camp before the end of burn season. He asked that I relay his appreciation to the Fire Chief.

Respectfully,

Paula LeMasters  
District Secretary  
Illinois Valley Fire District  
(541) 592-2225 Ext. 0  
[paulalemasters@ivfire.com](mailto:paulalemasters@ivfire.com)





## STAFFING GRANT SEEING SUCCESS

The Oregon State Fire Marshal is excited to share a few success stories from the 2024 Wildfire Season Staffing Grant. This grant provided funding to 191 local fire agencies in Oregon, allowing them to hire additional firefighters. These extra hands have been crucial in responding to wildfires quickly and keeping them small, away from our communities.

One great example of how this grant has helped is with the Illinois Valley Fire District (IVFD). Here are two incidents that show the difference more firefighters can make:

- On July 17, IVFD and the ODF Southwest Oregon District responded to a vehicle fire on Martin Road. The car was fully on fire and started burning the nearby brush. Thanks to the additional firefighters funded by the staffing grant, the ODF quickly controlled the brush fire while IVFD put out the car fire. All fires were quickly extinguished and cleaned up.
- In another incident, IVFD, ODF Southwest Oregon District, and the Josephine County Sheriff's Office responded to a car fire at the intersection of Dead End and Oregon Street. The fire spread to blackberry bushes and nearby brush. With the extra firefighters from the staffing grant, the fire was put out quickly and the area was cleaned up. This fast response prevented a larger wildfire.

These examples show how the 2024 Wildfire Season Staffing Grant is helping local fire agencies respond to fires more effectively. By adding more firefighters, we can better protect our communities and natural areas from wildfires.

Learn more about the [2024 Wildfire Season Staffing Grant here](#).



# *Illinois Valley Fire Protection District*

## *Board of Directors Meeting Operations/Prevention Notes 08/12/2024*

The shift schedule is attached.

For May, we ran a total of 130 calls.

We had 27 Good intent calls. These are; no incidents found, canceled en-route, smoke investigation, & legal open burns.

We had 10 Service Calls. Public Assists, Lift assists, Gas leaks, etc.

We had 2 False alarms, etc

We had 5 hazardous condition calls. Powerline problems, fuel leaks, gas leaks etc.

We had 34 medical calls.

We had 6 illegal open burns/ calls. Most of these calls are transient-related. We issued multiple warnings and citations.

We had 13 Grass Fire. The Crooks Creek fire was an act of nature. The fire started from a lightning strike.

The fire on Martin Road was unintentional. The vehicle exhaust system caught the grass on fire.

The fire on Redwood Hwy in Kerby was undetermined. This was most likely vehicle emissions.

The fire on O'Brien Road was unintentional. This was a rekindled burn pile.

The fires on 200 blk Caves Hwy and 300 blk Kerby Ave were unintentional. These were caused by unattended transient campfires.

The fire on the 1200 blk of Caves Hwy was unintentional. This was caused by the exhaust or blades of a lawnmower. Both fires on Dick George Road and the fire on Kirkham Road were unintentional. The cause of the fires was vehicle emissions.

The fire on Rockydale Road was undetermined. This was possibly an intentional fire. ODF and OSP are investigating.

The second Redwood Highway fire and the fire at Forks Park were intentional. ODF and OSP are investigating.

We had 3 small vehicle fires. The fire on Rockydale Road was unintentional. The fire started due to mechanical failure. The fire on the Golf Club Drive was undetermined. The fire started in the engine compartment. The fire on Norman Road was undetermined. The fire appeared to have started in the engine compartment.

We had 1 large vehicle fire. The fire on W. 6<sup>th</sup> St. and Kirby was undetermined. This was a transient trailer that was unoccupied.

We had 2 structure fires. The fire on Laurel Road was determined. The fire originated in the attic space above the first floor. The fire had possibly started by electrical arcing. The fire on Caves Hwy was unintentional. This was a plastic-covered greenhouse. The fire started from the spontaneous combustion of wet compost covered with cardboard.

We had 11 Motor Vehicle Accidents with **NO** civilian fatalities and **NO** firefighter injuries.

We assisted our partners with 16 mutual aid calls.

We installed 13 smoke alarms in Valley residences.

**We completed 13 fire and life safety inspections.**

**The IVFD Water Project updates will be presented to you by our new Grant Administrator Teresa Stover.**

**Station 5 location. The contract with the county is still in place and the pavement obligation has been waived. But we have an opportunity to contract with the Grange to place station five on their property. This is a \$ 1200-a-year obligation that will put us on the property that has power and water. The contract is still at their attorney's office.**

**We have lost Lt Lane to Eugene Springfield Fire Department. He has given the Fire District 7 1/2 years of dedicated service. He will be missed.**

**We have brought FF/EMT Marler over from Capacity to the Levy side.**

**We have Brought FF/EMT Intermediate Vetter over from Upstaffing over to Capacity.**

**And we have brought on board FF Dunlap to our Wildland up-staffing.**

**Do you have any questions?**

# August 2024

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 28	29	30	31	Aug 1	2	3
				8953 A 82 Pfeiffer DD A BF Browman A Marler	8953 A 82 Pfeiffer DD A 83 Lane T A BF Browman A Marler Off T DN Mavity	8954 B 83 Lane B Meyer DN Mavity
4 8954 B 83 Lane B Meyer	5 8954 C 81 Goo C LeMasters	6 8953 C 81 Goo C LeMasters Off T C Pfeiffer T	7 8953 8954 0700-1400 A 82 Pfeiffer A Marler	8 8953 A 82 Pfeiffer A Marler	9 8953 0700 - 1200 8954 B 83 Lane B Meyer	10 8954 B 83 Lane B Meyer Off B SC LeMasters D Harrison
11 8954 C 81 Goo C LeMasters N Jarrett	12 8952 C 81 Goo C LeMasters C Vetter	13 8953 A 82 Pfeiffer A Marler D Harrison	14 8953 A 82 Pfeiffer A Marler	15 8954 B 1 LeMasters B Meyer	16 8954 B 1 LeMasters B Meyer D Exploer Gavlik D Gavlik M	17 8952 C 81 Goo C Vetter D Gavlik D Harrison
18 8952 C 81 Goo C Vetter	19 8953 A 82 Pfeiffer A Marler	20 8953 A 82 Pfeiffer A Marler D Jarrett	21 8952 B 1 LeMasters B Meyer	22 8953 B 1 LeMasters B Meyer	23 8952 C 81 Goo C Vetter D Gavlik M	24 8952 C 81 Goo C Vetter
25 8953 A 82 Pfeiffer A Marler	26 8953 A 82 Pfeiffer A Marler	27 8954 B 1 LeMasters B Meyer	28 8954 B 1 LeMasters B Meyer	29 8952 C 81 Goo C Vetter	30 8952 C 81 Goo C Vetter	31 8953 A 82 Pfeiffer Off T A LeMasters T A Marler D Gavlik



## *Illinois Valley Rural Fire Protection District*

Division Chief / Training Report

*August 12, 2024*



**ILLINOIS VALLEY  
FIRE  
DISTRICT**

The power is connected to the training ground lights providing area lighting during training drills and security lights during the night. Also, I am working on cutting through the next containers for the third-floor staircase.

I have been working on updating the firmware on some of our radios and repeaters to fine-tune their performance and reduce some of the bleed over we have experienced with our repeaters.

We have brought on a few more new volunteer firefighters with a couple more applications still being processed.

The Explorers' next can & bottle return fundraiser with the IVCanDo is this Saturday, August 17<sup>th</sup> from 1000 – 1400 hours if anyone has been saving up their returnable bottles and cans.

Training for this month will cover areas of Diabetes & Overdose, Hose Handling & Fire Streams, Interior Fire Attack, and Hydrant Water Supply.

Respectfully Submitted by Jeff Gavlik, Division Chief



# August Schedule 2024



Date	Training	Location	Instructor
8/6/2024	Association Meeting	Admin	President
	Diabetes / Overdose	Admin	Goo
8/13/2024	Hose Handling & Fire Streams	Sta. 1	Pfeiffer
8/20/2024	Interior Fire Attack	Sta. 1	Gavlik
8/27/2024	Hydrant Water Supply	Sta. 1	Gavlik

## Note:

“**Diabetes / Overdose**” will be our monthly medical continuing education for recertification; “**Hose Handling & Fire Streams**” will be practicing hose handling and hose advancement techniques; “**Interior Fire Attack**” will be practicing your skills on interior hose advancement and searching for the fire; “**Hydrant Water Supply**” will be practicing taking a hydrant with efficiency to supply fire operations.





## Maintenance Report July 2024

8952 Command SUV: Service and safety inspection.

8954 Command SUV: Service and safety inspection, replace a/c compressor, dryer, a/c belt, and charge a/c system.

8951 Command SUV: Repair a/c system, service and safety inspection.

8931 Rescue Truck: Replace left front caliper. (under warranty)

8977 Command SUV: Replace a/c compressor, charge a/c system, serpentine belt, and belt tensioner pulley.

8945 Water Tender: Replace batteries and top off engine coolant.

8943 Water Tender: Service and safety inspection.

8946 Water Tender: Service and safety inspection.

8942 Water Tender: Service and safety inspection.

8941 Water Tender: Service and safety inspection.

8976 Rehab: Replace batteries and safety inspection.

8975 Staff SUV: Replace front passenger window regulator. (Under warranty)

Sold old 8902 and old 8906

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Complete plumbing on water storage tanks at Station 5.

Assisted welder with installing a set of inside staircase in training building.

Brownell's electric will start the LED light conversion for the fire district August 8<sup>th</sup>



# Illinois Valley RFPD

## Profit & Loss Budget vs. Actual

July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010-00 · Current Taxes	7,019.70	1,551,950.00	-1,544,930.30	0.45%
4020-00 · Prior Taxes	3,963.56	18,000.00	-14,036.44	22.02%
4030-00 · Other Tax Offsets	3,713.54			
4630-00 · INTEREST INCOME				
Total 4630-00 · INTEREST INCOME	8,321.88	20,000.00	-11,678.12	41.61%
4710-00 · Miscellaneous				
<b>Total Income</b>	<b>121,215.67</b>	<b>3,327,222.00</b>	<b>-3,206,006.33</b>	<b>3.64%</b>
<b>Gross Profit</b>	<b>121,215.67</b>	<b>3,327,222.00</b>	<b>-3,206,006.33</b>	<b>3.64%</b>
<b>Expense</b>				
5000-00 · Personal Services				
Total 5000-00 · Personal Services	301,868.79	1,952,007.00	-1,650,138.21	15.47%
6000-02 · Materials & Services				
Total 6000-02 · Materials & Services	39,076.38	661,900.00	-622,823.62	5.9%
7000-03 · Capital Outlay				
Total 7000-03 · Capital Outlay	0.00	1,812,603.00	-1,812,603.00	0.0%
<b>Total Expense</b>	<b>340,945.17</b>	<b>4,426,510.00</b>	<b>-4,085,564.83</b>	<b>7.7%</b>
<b>Net Ordinary Income</b>	<b>-219,729.50</b>	<b>-1,099,288.00</b>	<b>879,558.50</b>	<b>19.99%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
4040-00 · Levy Funds				
4040-20 · Levy Funds - Prior Year	1.87			
4040-50 · Levy Funds (2022)- current year	1,876.88	414,953.00	-413,076.12	0.45%
4040-60 · Levy Funds (2022)-Prior Year	1,055.37			
Total 4040-00 · Levy Funds	2,934.12	414,953.00	-412,018.88	0.71%
9000-10 · Bond Taxes - Prior	450.81			
Total Other Income	3,384.93	414,953.00	-411,568.07	0.82%
<b>Net Other Income</b>	<b>3,384.93</b>	<b>414,953.00</b>	<b>-411,568.07</b>	<b>0.82%</b>
	<b>-216,344.57</b>	<b>-684,335.00</b>	<b>467,990.43</b>	<b>31.61%</b>



# Illinois Valley Fire District

681 Caves Highway

Cave Junction, OR 97523

phone: 541-592-2225 • fax: 541-592-6122

[www.ivfire.com](http://www.ivfire.com)

August 5, 2024

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Schieber Family Trust of 2540 Reeves Creek Rd, Selma, OR 97538, owner of the property at 2540 Reeves Creek Rd, Map 38-08-26 TL 402, would like to annex 4.72 acres of their property into the Fire District for a total of 9.72 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





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

**RESOLUTION NO. 24-03**

**RESOLUTION FOR THE CHANGING OF BUDGETED  
LINE ITEMS FOR THE FISCAL YEAR 2024-2025;**

**WHEREAS**, the Illinois Valley Fire District was able to successfully sell some surplus property; AND

**WHEREAS**, the District did not expect nor Budget for the sale of surplus items;  
AND

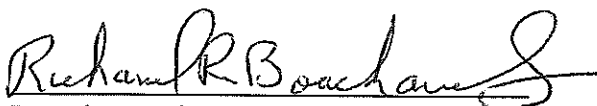
**WHEREAS**, because of this additional money available, the District needs to increase the Budgeted Revenue in the amount of the sales - totaling \$11,500;  
AND


**WHEREAS**, the District has chosen to add this specific sum of money, \$11,500, to Capital Outlay, to allow for additional spending in this category.

**NOW, THEREFORE**, Be it resolved that the Board of Directors of the Illinois Valley Rural Fire District authorizes the acceptance of said \$11,500 from the sale of the surplus property.

**ADOPTED** by the Board of Directors of the Illinois Valley Rural Fire Protection District on this 12th day of August, 2024.

**ATTEST** BY Board President this 12th day of August, 2024

  
Board 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. 24-04**

**RESOLUTION FOR THE CHANGING OF BUDGET  
LINE ITEMS FOR THE FISCAL YEAR 2024-2025;**

**WHEREAS**, Oregon Revised Statute 294.471 allows for a supplemental budget when an unforeseen situation occurs that requires a change in financial planning, and

**WHEREAS**, the unanticipated receipt of \$13,703.31 from Oregon State Fire Marshal meets the requirements established by ORS 294.471, and

**WHEREAS**, providing this contractual service was unplanned and unforeseen; and

**WHEREAS**, Illinois Valley Rural Fire Protection District intends to expend some or all the funds made available as a result of the above noted receipt,

Be it RESOLVED, therefore, that the Illinois Valley Rural Fire Protection District supplements the 2024-2025 budget as follows:

Resources:	Oregon State Fire Marshal- Darlene 3 Fire	\$13,703.31
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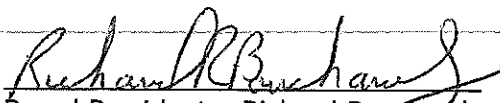
Be it further RESOLVED that the following changes are made to the 2022-2023 appropriations:

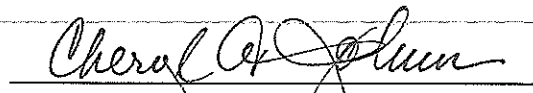
	Amount:
Capital Outlay	\$ 4301.10
Personnel Services	\$ 9402.21

**Total Appropriations      \$13,703.31**

**NOW, THEREFORE**, Be it resolved that the Board of Directors of the Illinois Valley Rural Fire Protection District authorizes the acceptance of said Contractual funds - in the sum of \$13,703.31 - and to increase said 2024-2025 Budget by same, specifically funding as noted above.

**ADOPTED** and **Attested** by the Board of Directors of the Illinois Valley Rural Fire Protection District on this 12th day of August, 2024.

  
Board President – Richard Bouchard

  
Secretary to the Board – Cheryl Johnson

**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:** August 7, 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.

- **Agreements**

- The grant agreement between IVFD and Business Oregon was executed in March 2024.
- The contract with Stover Writing Services for grant and project administration was executed on June 10, 2024.
- The cooperative agreement between IVFD and the City of Cave Junction was signed by the City on July 31, 2024. This agreement indicates the terms and conditions under which the City will accept ownership of the water and sewer extension project.

- **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. The tribal notification is in process and should be completed in about five weeks.
- After the engineering plans are complete, the following will be done:
  - Submit the ODOT Application to Occupy or Perform Operations Upon a State Highway.
  - Submit engineering plans, land use compatibility statement, and treatment capacity statement to the Department of Environmental Quality (DEQ) for review and approval of the sewage collection system.
  - The Oregon Health Authority Drinking Water Services will likely need to review engineering plans for the water lines; these requirements are being researched.
  - The City of Cave Junction requires a development permit for public works improvements.

- **Procurement**

- The Request for Proposal (RFP) for design engineering services has been drafted and will soon be submitted for review by Business Oregon. Upon completion, legal notices and other announcements will be published and engineering companies will be invited to submit their bids. There will be a three-week bid period.







Tuesday July 16<sup>th</sup>, 2024.

IVFD,

Few weeks back I saw there was an opening on the Board of Directors.

Here is my formal application to fill the current vacancy. Attached is a Resume I recently adapted from an older version. My preferred contacts are on my resume - along with a possible/active alternate telephone # of (458) 257-7191.

Sincerely,

Brady Steacy

541.291.7329  
P.O. Box 2289  
Cave Junction, OR 97523  
pitch4rkproperty@gmail

# Bradley O'Leary

<b><u>Education</u></b>	2009	<b><u>MBA</u></b> – Small Business Development
<b><u>Cal Poly Humboldt</u></b>	2007	<b><u>BS Biology</u></b> – Secondary Science Education
Arcata, CA	2004	Collegiate Scholarship Athlete & Captain

## **Employment**

2024 - **Pitchfork Property Maintenance & Management** - Southwest Oregon

2016 - **H.H. Landscape Design and Maintenance** - CA C-27 Contractors License #976007

2014 - **Mad River Youth Soccer League Board Member** - Sponsorship Coordinator - Secretary - Treasurer

2011 - **Head Women's Soccer Coach** - College of the Redwoods - Eureka, CA

2010 - **Head Boy's Soccer Coach** - Mad River United - U19 - Arcata, CA

2010 - **High School Soccer Official** - Humboldt / Del Norte Counties - CA

2010 - **Laborer, Logger, Landscaper** - Humboldt County, CA

2009 - **Assistant Men's Soccer Coach** - College of the Redwoods - Eureka, CA

2007 - **Commercial Fishermen** - F/V Teasha. F/V Carol W. Sitka, AK

2004 - **Professional Athlete** - Cascade Surge Soccer Club. Salem, OR

2004 - **Athletic Trainer** - Ambassadors in Sport - Solon, OH

2004 - **Server** - Mi Pueblo Restaurant - Hudson, OH

2003 - **Farmhand** - Milking Cows - Arcata, CA

2003 - **Line Cook** - Village Pantry - Arcata, CA

2002 - **Line Cook** - Denny's - Arcata, CA

2001 - **Line Cook** - Applebee's - Round Lake, IL

2001 - **Server** - The Fountains Retirement Home - Crystal Lake, IL

2000 - **Cook / Delivery** - Genovese's Italian Restaurant - Crystal Lake, IL

1999 - **Painter** - District 155 High Schools - Interior Painting - McHenry Co., IL

## Jamie Paul

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**From:** Herbert Tyler <skiptyler@me.com>  
**Sent:** Wednesday, July 24, 2024 8:30 PM  
**To:** Jamie Paul  
**Subject:** Fire Commissioner Position

My name is Skip Tyler, I am married to Heide Hertler. I have been in IV for over 7 years, my wife been here for over 35 years. I am retired from law enforcement, I am a former police chief. I started my EMS history as a first responder in a small town (Eagle Point, OR) volunteer for an ambulance service and then drove fire truck. I taught at the Oregon Police Academy in 7 fields. I have traveled extensively as a lecturer in the field of "Decision Makers". I have spoken to young and old on 4 continents. I love it here in Selma. We live on a combination ranch of 120 acres off Deer Creek Road. We share with our 3 Hertler boys; Marty, Dan and Jake. Joanna Gavilic suggested I apply for this opportunity to serve my community. Marty is fire fighter, Jake is a paramedic with AMR in Cave Junction. Please consider this my formal request to apply for the open position for Fire commissioner.

In His Grip