

Adair Rural Fire Protection
Board of Director's Meeting

Adair Rural Fire Station

Adair Village, Oregon

September 9, 2025

The meeting was called to order at 6:30 p.m. by President Dick Green.

Those present were President, Dick Green, Vice-president, Erin Scott, Becky Merja, Fran Harris, Secretary/Treasurer and Barbara Lower. Others present: Aaron Harris, Fire Chief, and Mike Larkin Staff Officer.

MINUTES - The minutes of August 12, 2025, regular meeting was and read by those present. It was read by all present and no changes were made.

FINANCIAL STATEMENT – The statement for September 9, 2025, was reviewed by those board members present. Two changes were made \$5.35 was moved to current taxes and back taxes of \$2079.98 was added.

BILLS – Fran Harris presented the September 2025 bills. Aaron asked that we reimburse Mark Hoffman \$1,500.00 of his paramedic fees as that is the amount we give people who take the EMT class. Fran moved to add the \$1,500 to this month's bills, Erin Scott seconded and the motion passed unanimously. Becky Merja moved to pay the bills and Erin Scott seconded. The motion passed unanimously by those present.

CALENDAR ITEM – Fire Service Conference. Everyone who is going is set up for the conference except Dick and Aaron will do that with him after the meeting.

CORRESPONDENCE – Benton County had sent a letter explaining that they changed their format for reporting the tax payments.

COMMITTEE REPORTS – The committee for Duties and Rules of Board members is on hold for right now.

UNFINISHED BUSINESS – Quick Books updates. Erin Scott and Fran Harris are working on the use of Quick Books. Erin gave each board member a copy of a proposal that Philomath uses for automatic payment of bills to review and consider.

LOSAP payments– Erin Scott presented the revised policy 92-01-01 for review. Beck Merja moved to adopt revised policy 92-01-01, Barbara Lower seconded and the motion passed unanimously by those present

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Beck Merja brought cards to give to Mary Hardenbrook. Fran Harris suggested that we give her a lot more than a card for all the work she has done over the years. Erin Scott moved and Dick Green seconded that Fran talk to her son, Alan and see what she might like for around \$500.

NEW BUSINESS – None

PUBLIC INPUT – None.

STAFF OFFICER'S REPORT – Presented by Mike Larkin a copy of the report is attached hereto.

CHIEF'S REPORT – Was presented by Chief Harris, a copy of the report is attached and by reference incorporated herein. Erin Scott moved to accept the report, Barbara Lower and the motion passed unanimously by those present.

The meeting was adjourned at 7:18 p.m.

Respectfully Submitted

Dick Green, President

Frances I. Harris, Secretary/Treasurer