

Adair Rural Fire Protection
Board of Director's Meeting

Adair Rural Fire Station

Adair Village, OR

April 8, 2025

The meeting was called to order at 1830 by Erin Scott.

Present: Erin Scott VP; Mary Hardenbrook, Fran Harris, Becky Merja. Others present: Aaron Harris, Chief

Minutes – The minutes of the March 11, 2025 regular meeting were provided by Fran Harris read by those present.

Financial Statement - The statement for March 2025 was reviewed and explained to the board present.

Bills – Mary Hardenbrook presented the April 2025 bills. Erin Scott moved to pay and Becky Merja seconded after discussion. The vote to pay the bills was passed unanimously by those present with Fran Harris abstaining due to conflict.

Calendar Item – Schedule budget meetings

Budget Presentation Meeting on May 20, 2025 at 1930

Budget Hearing on June 10, 2025 at 1900 (during regular monthly Board Meeting)

Appropriation Meeting on June 24, 2025 at 1830

Budget committee members are Barb Lower, Charla Larkin, Mark Yeager, Cliff Adams, Elizabeth Patte. Fran will notify Barb of meeting dates, Erin will notify Charla, and Becky will notify Mark, Cliff, and Elizabeth. Fran will look through past notes and determine term years for budget committee members.

Correspondence – Auditor, Robert Barry, from Tax & Wealth has offered to help us review our books for compliance which everyone felt comfortable with. Fran will schedule the meeting.

Chuck received a Costco rebate check, paid personally to him, in the amount of \$89.00. Fran is going to have Chuck cash it, and then write a personal check to the fire department for deposit as these rewards were on the department credit card.

Committee Reports - None

Unfinished Business – The Public Meeting Grievance & Complaint Process, Resolution No 2025-03-01 has been approved and posted since last meeting. Fran Harris motions to adopt the Resolution, with Becky Merja seconding. The motion passed unanimously by those present.

Social security coverage follow up will be discussed in May.

Resolutions to transfer funds to building and equipment reserves, if needed, is tabled until June meeting.

Fran Harris is going to work on a resolution regarding paying a contracted rate so she can vote on bills and not have to a conflict declared.

Chief Harris is in talks with other departments and their IGAs as well as options for professional bookkeeping.

VNEQS update – the attorney will be reviewing the letter that Chief Harris is writing regarding the potential long term impacts to the district if the dump expansion is approved.

Public Input – nope

Fran Harris left at 1901 pm.

Staff Officer's Report – provided by Mike Larkin, Chief Harris presented as Mike was teaching academy. It was read by those present. A copy of the report is attached hereto and by reference made a part herein.

Chief's Report – Chief Harris presented his report. It was read by those present. A copy of the report is attached hereto and by reference made a part herein.

The meeting was adjourned at 1910 pm.

Respectfully submitted,

Erin Scott, VP & substitute President/Secretary