

Adair Rural Fire Protection
Board of Director's Meeting

Adair Rural Fire Station

Adair Village, Oregon

June 9, 2026

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

Those present were Dick Green, Becky Merja, Erin Scott, Vice-President and Fran Harris, Secretary/Treasurer.

Staff present: Aaron Harris, Chief and Staff Officer Mike Larjkin.

Others present: None

MINUTES - The minutes of May 23, 2026, regular meeting was and read by those present. The minutes were changed to reflect to refer to the secure banking at US Bank and that we can have as many people as we want to access that account once it is set up.

The minutes from the May 18 Budget Meeting was reviewed by those present.

FINANCIAL STATEMENT – The statement for the June 2026, was reviewed by those board members present.

BILLS – Fran Harris presented the May 2026 bills. Becky Merja moved to pay the bills and Erin Scott seconded. She asked that she be allowed to add the bill to the newspaper for the publication of the budget notice and US Bank Credit card if it comes. Barbara Lower moved to amend the motion to include those bills, Becky Merja seconded and the vote on that motion passed unanimously by those present. The vote on to pay the bills was taken and it also passed unanimously by those present.

CALENDAR ITEM – Becky Merja has reviewed the policies and suggested that the policy on petty cash and credit card use be changed. Erin Scott thinks there has been a change and will look for it in her records.

CORRESPONDENCE – The local Social Security office is asking for the W2's for Aaron Harris before he was added to PERS.

COMMITTEE REPORTS – None

UNFINISHED BUSINESS – Tax and Wealth Management can process the payroll checks once the secure set-up is complete.

It was decided that Barbara Lower, Fran Harris and Erin Scott should have access to the secure US Bank account once it is set up. Fran will contact DeWenda Katz, US Bank, and get this going.

SDAO Vector training is still pending

There is a policy for giving the chief the right to lobby if he is given notice that something needs to be addressed in the legislature. That will be addressed in the next fiscal year.

The board member training that is required for the board members is also through Vector, which is not an easy program to use. Erin Scott is looking into that for the board members.

NEW BUSINESS – There is also a new rule that boar members have to do budget training every election cycle. That is also being looked into by Erin.

7:00 p.m. The meeting was stopped for the Budget Hearing.

7:10 p.m. The meeting was reconvened.

Fran Harris gave each member present a copy of the audit report from Accuity.

PUBLIC INPUT – None.

STAFF OFFICER'S REPORT – Mike Larkin had presented each member with a copy of his report. A copy of his report is attached hereto and by reference made a part hereof.

CHIEF'S REPORT – Was presented by Chief Harris to each member. A copy of the report is attached and by reference incorporated herein.

The meeting was adjourned at 7:28 p.m.

Respectfully Submitted

Frances I. Harris, Secretary/Treasurer