

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT 200 LUNDY LANE

BLAIRSDEN, CALIFORNIA 96103

PHONE: 530-836-1953

FAX: 530-836-2963

TOLL FREE: 877-377-1953

Email [-admin.mgr@pecsd.org](mailto:-admin.mgr@pecsd.org) Web - [www.pecsd.org](http://www.pecsd.org)

**REGULAR BOARD MEETING**

**MINUTES**

**November 18, 2025**

**9:00 AM**

**200 Lundy Lane**

**BLAIRSDEN, CA 96103**

Board of Directors

Chairperson Don Fregulia

Vice Chairperson Todd Solomon

Director Rich Machado

Director Kim Train

Director John Rowden

**Call Meeting to Order**

Chairperson Don Fregulia called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECSD") @ 9:00 a.m.

---

**Roll Call**

- **Directors Present:** Don Fregulia (Chairperson), Rich Machado, John Rowden
- **Directors Present via Zoom:** Todd Solomon (Vice Chairperson – Non-voting)
- **Staff Present:** Jamar Tate (General Manager), Gina-Marie Morris (Administrative Manager), Anthony Campbell (Operator)

A quorum was established.

---

**Adoption of Agenda**

Motion to adopt the agenda as presented.

- **Motion:** Rowden | **Second:** Fregulia
  - **Vote:** Passed unanimously.
-

5. **Administrative Report – Gina-Marie Morris**

Administrative Manager Morris reported that 58 accounts remain more than \$100 past due, with one account currently on a payment plan. She noted that the annual audit is nearly complete and appears to be “very clean.” Morris provided an update on policy development, explaining that eight policies are currently with legal counsel for review and should be ready for Board consideration next month. She also reported progress on grant-related efforts, stating that three community members have expressed interest in helping identify or pursue grant opportunities, with one already confirmed to assist. Morris explained that work is underway to assemble onboarding and training materials for new Board members and that scheduling for a formal training session is in progress. She further noted that all past agendas, minutes, and audits have been restored to the District’s website.

6. **Fire Chief’s Report – Steve Munsen**

The Fire Chief was not present at the meeting; therefore, the Fire Department report and discussion items were tabled until the December meeting.

7. **Committee Reports**

No Committees met, no reports presented

---

**Action Items (Continued)**

8. **Approve Quote from H2O Pro**

No quote was received yet, tabled until the December meeting

9. **Approve Resolution 2025-40 Fire Department Stipend and Compensation Adjustment**

The Fire Chief was not present at the meeting; therefore, this Resolution was tabled until the December meeting.

10. **Approve Resolution 2025-41 Advancement of OES Incident Pay and Establishes a Minimum Fire Cash Threshold**

- **Motion:** Rowden | **Second:** Machado
- **Vote:** Approved unanimously.

---

**Closed Door**

11. **Public Employee Contract Discussion (Possible Action)**

The Board entered Closed Session to discuss matters related to the General Manager’s employment contract pursuant to Government Code § 54957.

**Open Session Report-Out Item**

**12. Report Out of Closed Session (Possible Action)**

The Board reported that the General Manager’s contract was renewed, and that his performance evaluation will be scheduled for a future meeting.

- **Motion:** Fregulia | **Second:** Rowden
- **Vote:** Approved unanimously.

---

**Future Meetings and Agenda Items**

Upcoming Meeting Requests, Agenda Requests, and Schedule Changes

- Policy Updates
- Ethics and Harassment Training, Form 700 confirmation (January 2026)
- ADA ramp (Fall 2026)
- Burn Pile (Fall 2026) – Adding the previously proposed policy on the December Agenda for review.
- General Manager’s Performance Review (Closed Door)

---

**Adjournment**

The meeting was adjourned at 11:16 a.m.

**Minutes prepared by:** Gina-Marie Morris, Clerk of the Board

APPROVED:   
Don Fregulia, Chairperson

ATTEST:   
Gina-Marie Morris, Clerk of the Board