

**MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
TOMS RIVER FIRE COMPANY NO.2
DECEMBER 17, 2025**

Commissioner Roman called a regular meeting to order at 5:00 p.m. with a Salute to the Flag. A moment of silence was observed. The following statement was made:

Adequate notice of this meeting has been provided in accordance with the Provisions of the Open Public Meetings Act by notice being posted in the Municipal Building, 33 Washington Street, Toms River; being filed with the municipal clerk and being transmitted to the Asbury Park Press and Star Ledger and to all persons who have requested copies in accordance with statute.

ROLL CALL

Tutela – present	Krohn –present
Minkler – present	Cirz -present
Roman- present	

Attorney Koutsouris was present
Bisceglie present to take minutes.

Motion Tutela second Minkler to go into private executive session at 5:01.

Ayes – 5 Nays – 0 CARRIED

Private Executive Session- *Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.*

- 1. Personnel- Contract negotiations**
- 2. Personnel- Attorney request**

Motion Cirz second Roman to go into open session at 5:55.

Ayes – 5 Nays – 0 CARRIED

Regular portion of the meeting started at 6:00 p.m.

Swearing in the line officers of Toms River Fire Company No.1 for 2026.

**Chief- Carl Weingroff-
Assistant Chief- Connor Wells
Captain-Kyle Schweiger(absent)
1st LT.. Ed Ruhl
2nd LT. Nicholas Stilton**

Swearing in of Toms River Fire Company No.1 Fire Police.

**Cristopher O'Shaughnessy
Thomas Warrelmann
Cathleen Keller**

APPROVING THE MINUTES

Motion Minkler second Cirz to approve the December 3, 2025 minutes providing a copy is made available for inspection by the public during this meeting.

Ayes – 4 Nays – 0 CARRIED

(Tutela abstain)

REPORTS OF COMMITTEES

COMMUNICATION –Krohn stated Weinberger will be broadcasting Santa announcement over the social media pages and across the radio. Roman stated the District Chief asked if Station 18 & 32 can get a portable with the encryption for when they respond to our area. He spoke with Weinberger and he does not seem to think this will be a problem. Krohn asked if Station 16 can be included.

Motion Tutela second Cirz to loan Station 18, 32 and 16 portables if available.

Ayes – 5 Nays – 0 CARRIED

FIRE PREVENTION BUREAU- Cirz stated new vehicle has been purchased.

FIRE ACADEMY. Minkler stated Fire Level 1 starting in the beginning of January. Trane module has not been installed yet. Krohn stated several of the District No.1 vehicles in the parking lot have been sold and picked up.

INSURANCE-Cirz stated Monica has been reviewing insurance for the joint board. Tutela concurred.

POLICE/EMERGENCY MANAGEMENT- Krohn sent out an email to officers to utilize the Red Cross if a family has been displaced due to a disaster. Bill Roncskevitz would be the point of contact.

LEGISLATION – No report

COUNCIL AND MAYOR – No report

VEHICLE REPAIR/NEW APPARATUS – Cirz stating repairs have been moving forward accordingly.

FIRE CHIEFS ASSOCIATION- No report

ATTORNEY REPORT – No report

REMOVALS OR TRANSFER FROM THE ROLLS- Transfer Richard Tutela Co.4 from firefighter to Firepolice.

Motion Cirz second Krohn to transfer Richard Tutela Co.4 from Firefighter to Firepolice.

Ayes – 4 Nays – 0 CARRIED

(Tutela Abstain)

APPLICATIONS FOR MEMBERSHIP None

UNFINISHED BUSINESS-None

NEW BUSINESS

BOND ATTORNEY – Attorney Koutsouris stated it was discussed to have a representative to explain the bonding process and how it works. Archer Law Firm, John Cantalupo and Alexa Batton are here to explain the bonding process and how it works.

A detailed presentation was provided to the Board regarding the bonding process associated with the potential acquisition of new fire apparatus. The presentation reviewed the anticipated cost of the apparatus, the rationale for financing rather than a cash purchase, and the manner in which bonding would allow the cost to be distributed over multiple fiscal years. Information was also provided regarding the types of bonding or financing mechanisms typically used for fire apparatus, the authorization steps required, and the general timeline from financing approval through delivery of the apparatus.

Board members discussed the information presented and asked questions for clarification. No formal action or vote was taken at this time. The Board expressed its intent to proceed with issuing a Request for Proposals (RFP) at a future date in order to obtain detailed financing terms and options for further consideration.

RESOLUTION HIRING MICHELE MONACO AS FINANCIAL CLERK FOR TOMS RIVER FIRE COMMISSIONERS DISTRICT NO.1- A resolution was presented Motion Minkler second Cirz hiring Michele Monaco as the Full time Financial Clerk for the Toms River Board of Fire Commissioners District No.1. (See inserted resolution)

ROLL CALL VOTE

Tutela –Yes Krohn-Yes
Cirz -Yes Minkler-Yes
Roman-Yes

CARRIED

DISCUSSION SURPLUS EQUIPMENT Krohn stated he was in the office the other day and spoke with Catherine who questioned what was to be done with the gear in storage room. In addition the Jet Ski at Co.1 that has not be in use for many years. Tutela suggested to place these items on Muncibid. Anything that is not sellable will be disposed of. Each chief will be requested to generate a list for all items that need to be sold or disposed of.

JOINT CORRESPONDENCE

MOTION TO MOVE FORWARD WITH PHASE 1, 2 AND 3 OF PROPOSAL RE: FIRE ACADEMY PROJECT FROM ENGINEER VAN CLEEF-Motion Tutela second Cirz to proceed forward with phase 1,2,and 3 of proposal of Fire Academy Project.

ROLL CALL VOTE

Tutela –Yes Krohn-Yes
Cirz -Yes Minkler-Yes
Roman-Yes

CARRIED

RESOLUTION APPOINTING MONICA BISCEGLIE OFFICE MANAGER/HUMAN RESOURCE DIRECTOR PURSUANT TO N.J.S.A.40.A:14-81 FOR TOMS RIVER FIRE COMMISSIONERS DISTRICT NO.1- A resolution was presented Motion Tutela second Cirz appointing Monica Bisceglie as the Office Manager/Human Resource Director for the Toms River Board of Fire Commissioners District No.1. (see inserted resolution)

ROLL CALL VOTE

Tutela –Yes Krohn-Yes
Cirz -Yes Minkler-Yes
Roman-Yes

CARRIED

BILLS

Motion Krohn second Tutela to approve the bills for December 17, 2025 providing funds are available. (SEE INSERTED LIST)

Ayes – 5 Nays – 0 **CARRIED**

Each Fire Commissioner abstained on any line item that applied to them for the pay per call stipend.

PARTICIPATION BY THE PUBLIC

Christopher O'Shaughnessy asked if there was a 2x coat in stock for him. Commissioner Krohn stated all requests should be brought to his chief.

Cathleen Keller asked what gear the fire police should be wearing. She has an abundance of gear that she has accumulated over the years and is unsure what the current spec is. District Chief will contact board to find out the list. Tutela requested once a list is given recommended an email go out to all chiefs requesting any all old fire police gear be returned to the board office.

Krohn stated state law dictates what fire police should be wearing and will get a list of what is required statutorily. Discussion followed.

Andy Goresh questioned:

The resolution for financial clerk that was approved tonight is Dawn's position? Krohn responded yes, Dawn will be staying for ninety days and additional ninety if needed to train and transition the new employee.

John Gonzalez stated several years ago there was an issue with a workmen's compensation claim and was denied because firefighter was leaving after fire. Would the board consider implementing an accident policy for the firefighters?

Attorney Koutsouris stated he is not aware of the incident that is being referenced but there is state law which implies that a first responder is covered going to and home from a fire call. He suggested getting a quote to cover all firefighters.

William Golkiewicz stated when that policy was in effect once you got in your car the first place you stopped for example if you stopped at 7-11 that's where the insurance ends. So all firefighters should go right home after the call.

PRIVATE EXECUTIVE SESSION

Attorney Koutsouris asked if the board could go back into closed session to discuss a personnel contract.

Private Executive Session- *Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.*

Personnel- Contract negotiations

Motion Cirz second Krohn to go into private executive session @ 7:00 p.m.

Ayes – 5 Nays – 0

Motion Tutela second Cirz to go into open session @ 7:25 p.m.

Ayes – 5 Nays – 0

There being no further business, Motion Minkler second Cirz to close the meeting @ 7:25

Respectfully submitted

Robert Krohn

Robert Krohn, Clerk

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF FIRE
COMMISSIONERS DISTRICTS NO.1, COUNTY OF OCEAN, STATE OF NEW
JERSEY,
HIRING MICHELE MONACO
AS FULL TIME FINANCIAL CLERK FOR THE TOMS RIVER BOARD OF FIRE
COMMISSIONERS, DISTRICT NO.1 PURSUANT TO N.J.S.A. 40A:14-81.1
ET SEQ. AND N.J.S.A. 40A:14-81.2**

December 17, 2025

WHEREAS, N.J.S.A. 40A:14-81.1 provides that paid positions within the fire district may be established and determined by the Commissioners of the Fire District; and,

WHEREAS, N.J.S.A. 40A:14-81.1 permits the Commissioners of the Fire District to hire persons, determine the terms, fix the compensation, and prescribe the powers, functions and duties of all paid positions established within said Fire District; and,

WHEREAS, N.J.S.A. 40A:14-81.2 outlines specific qualifications for hiring of paid positions within a Fire District; and,

WHEREAS, there is a need to hire one (1) Financial Clerk for the Toms River Township Board of Fire Commissioners District No.1 ,

WHEREAS, the Fire Commissioners have recommended the hiring of Michele Monaco to the position of Full Time Financial Clerk; and,

WHEREAS, the Commissioners of Fire Districts No. 1 have reviewed the qualifications for the Financial Clerk position; and

NOW, THEREFORE, BE IT RESOLVED by the Toms River Board of Fire Commissioners District No. 1 of Toms River Township as follows:

1. That Michele Monaco be and is hereby hired to the position of Full Time Financial Clerk for the Toms River Township Board of Fire Commissioners District No.1
2. The starting salary of \$79,000 annually and said rate and terms and conditions of employment for this position shall be as determined by the Commissioners and as otherwise mandated by New Jersey Statutory law.
3. That all functions and duties of said position are outlined in offer of employment and may be redefined, increased,

decreased or eliminated by resolution as the need for such services may arise as determined by the Commissioners of Fire Districts No. 1

CERTIFICATION

I, Robert Krohn, Clerk of the Toms River Township Fire Commissioners District No. 1, in the County of Ocean, State of New Jersey, do hereby certify the above to be a true copy of a resolution duly adopted at its meeting held December 17, 2025.



Robert Krohn, Clerk

12-17-25

Date:

**A RESOLUTION APPOINTING MONICA BISCEGLIE AS
OFFICE MANAGER / HUMAN RESOURCES DIRECTOR
PURSUANT TO N.J.S.A. 40A:14-81.1 ET SEQ. AND
N.J.S.A. 40A:14-81.2**

December 17, 2025

WHEREAS, Toms River Fire District No. 1 is a duly established fire district organized and operating pursuant to *N.J.S.A. 40A:14-70 et seq.*; and

WHEREAS, pursuant to *N.J.S.A. 40A:14-70.1* and *40A:14-75*, the Board of Fire Commissioners is authorized to appoint personnel and fix compensation necessary for the administration and operation of the Fire District; and

WHEREAS, the Board of Fire Commissioners has determined that it is in the best interest of Toms River Fire District No. 1 to formally appoint an Office Manager / Human Resources Director to oversee the administrative and personnel functions of the District; and

WHEREAS, Monica Bisceglie has demonstrated the qualifications, experience, and performance necessary to fulfill the duties and responsibilities of the Office Manager / Human Resources Director; and

WHEREAS, the Board of Fire Commissioners desires to appoint Monica Bisceglie to the position of Office Manager / Human Resources Director and to establish the terms of compensation for said position in accordance with District policy and applicable law;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Toms River Fire District No. 1, County of Ocean, State of New Jersey, as follows:

1. Appointment.

Monica Bisceglie is hereby appointed to the position of Office Manager / Human Resources Director of Toms River Fire District No. 1.

2. Compensation.

The starting salary for this position shall be \$107,758.04 annually subject to all applicable payroll withholdings and in accordance with District policies and procedures.

3. Effective

This appointment and salary shall be effective **December 1, 2025.**

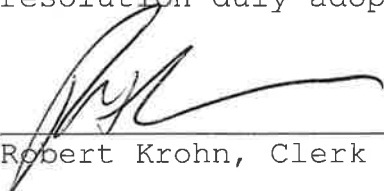
4. Terms

This appointment is made subject to the provisions of N.J.S.A. 40A:14-70 et seq., all applicable rules and regulations of the State of New Jersey, and all policies, bylaws, and personnel regulations of Toms River Fire District No. 1.

BE IT FURTHER RESOLVED that the Fire Commissioners and District Clerk, and any other appropriate officials are hereby authorized and directed to take all actions necessary to effectuate this resolution.

CERTIFICATION

I, Robert Krohn, Clerk of the Toms River Township Fire Commissioners District No. 1, in the County of Ocean, State of New Jersey, do hereby certify the above to be a true copy of a resolution duly adopted at its meeting held December 17, 2025.



Robert Krohn, Clerk

12-17-2025

Date:

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
A0225	AT&T MOBILITY - CC	25-01231	ACCT#500624237 INV#VCD112025	32.46	0.00	
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
M0090	MES SERVICE COMPANY, LLC	25-00891	CO#1 REPLACEMENT CHARGERS	21.70	0.00	
W0134	WITMER ASSOCIATES, INC.	25-01116	CO#1 FIRE BOOTS	20.31	0.00	
S0356	SUREWAY BATTERY, LLC	25-01154	DIST1 SCOTT PAK BATTERY REPLACE	<u>36.73</u>	0.00	
				78.74		
01- -129-01 -648	VEHICLE REPAIR					
E0004	E.R.S. FLEET REPAIR, INC.	25-01190	2525,2631,FIRE BOAT,2671	21,540.32	0.00	
J0014	J & R PRO AUTOMOTIVE	25-01199	2700	<u>510.90</u>	0.00	
				22,051.22		
01- -129-01 -652	SCOTTS & EXTINGUISHERS REFILL/REPAIR					
M0090	MES SERVICE COMPANY, LLC	25-01233	REPAIRS CO#1 & CO#3	1,634.47	0.00	
01- -129-01 -654	CASCADE MAINTENANCE					
A0076	AIR & GAS TECHNOLOGIES, INC.	25-01187	CO#2 REPAIR FOR CASCADE	560.00	0.00	
01- -129-01 -659	GENERATOR MAINTENANCE					
G0072	GENSERVE, LLC	25-01142	REPAIR CO#3	700.00	0.00	
01- -129-05 -655	MAINTENANCE SERVICES					
M0198	MR. KEYS INC.	25-01185	DOOR COMBO	145.00	0.00	
01- -129-05 -657	DIST#2 CHARGES TO BE REIMBURSED					
T0145	TOMS RIVER FITNESS CENTER	25-01186	PHYSICAL FITNESS	20.00	0.00	
01- -130-05 -290	PAYROLL SERVICES					
U0020	UKG KRONOS SYSTEMS, LLC	25-01182	WORKFORCE 11/25	380.68	0.00	
01- -135-01 -818	SAFER GRANT YEAR ONE					
02651	CIRZ, NICHOLAS	25-01191	PAY PER CALL	2,330.00	0.00	
26002	HUFF, BENJAMIN	25-01192	PAY PER CALL	1,530.00	0.00	
02607	LAVIGNE, RYAN J.	25-01193	PAY PER CALL	1,580.00	0.00	
02629	NOVAK, JOHN	25-01195	PAY PER CALL	2,305.00	0.00	
02602	O'NEILL, BRIAN J.	25-01196	PAY PER CALL	1,570.00	0.00	
26012	RICE, DAVID A.	25-01197	PAY PER CALL	1,850.00	0.00	
02652	SONNENFELD, JUSTIN L	25-01198	PAY PER CALL	1,755.00	0.00	
28079	CATAPANO, JOSEPH F.	25-01202	PAY PER CALL	1,635.00	0.00	
02816	DAVIS, KRISTOPHER	25-01203	PAY PER CALL	1,075.00	0.00	
28005	DZIMINSKI, KENNETH	25-01204	PAY PER CALL	1,045.00	0.00	
02880	GOLDEN, JAMES P.	25-01205	PAY PER CALL	1,910.00	0.00	
28011	GONCALVES, PAUL	25-01206	PAY PER CALL	1,245.00	0.00	
02833	GORESH, ANDREW	25-01207	PAY PER CALL	1,125.00	0.00	
28068	GORESH, DANIEL T.	25-01208	PAY PER CALL	1,270.00	0.00	
02892	GRIEBLE, JOHN	25-01209	PAY PER CALL	895.00	0.00	
02841	KAZOUN, CHRISTOPHER	25-01210	PAY PER CALL	1,395.00	0.00	
02814	LAVIGNE, SEAN	25-01211	PAY PER CALL	1,230.00	0.00	
02883	MCKELVEY, MATTHEW J.	25-01212	PAY PER CALL	1,510.00	0.00	
28060	NICKENS, MATTHEW R.	25-01213	PAY PER CALL	725.00	0.00	
02834	REID, KYLE T.	25-01214	PAY PER CALL	1,010.00	0.00	

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -135-01 -818	SAFER GRANT YEAR ONE		Continued			
02801	RONCSKEVITZ, WILLIAM	25-01215	PAY PER CALL	870.00	0.00	
02803	SAUERS, BRIAN	25-01216	PAY PER CALL	1,050.00	0.00	
02810	SCHMITT, KYLE P.	25-01217	PAY PER CALL	675.00	0.00	
02859	SCHULZ, PAUL	25-01218	PAY PER CALL	915.00	0.00	
02842	TERRA, STEVEN	25-01219	PAY PER CALL	1,180.00	0.00	
28065	VETH, TRAVIS J.	25-01220	PAY PER CALL	1,500.00	0.00	
28003	ZIESER, TIMOTHY R.	25-01221	PAY PER CALL	1,435.00	0.00	
02531	AUTENRIETH, MARK	25-01222	PAY PER CALL	1,425.00	0.00	
02513	DYE, GARY W. JR.	25-01223	PAY PER CALL	1,355.00	0.00	
02551	GENOVESE, JOSEPH	25-01224	PAY PER CALL	2,410.00	0.00	
02591	GOLDA, JASON	25-01225	PAY PER CALL	2,375.00	0.00	
02548	GOLKIEWICZ, WILLIAM	25-01226	PAY PER CALL	2,300.00	0.00	
02519	HAYES, STEPHEN	25-01227	PAY PER CALL	2,125.00	0.00	
02540	MCDANIEL, ALBERT	25-01228	PAY PER CALL	1,395.00	0.00	
				<u>50,000.00</u>		
01- -135-02 -818	SAFER GRANT YEAR TWO					
02540	MCDANIEL, ALBERT	25-01228	PAY PER CALL	560.00	0.00	
25031	UFFER, LOUIS	25-01229	PAY PER CALL	2,570.00	0.00	
25005	WEINGROFF, CARL	25-01230	PAY PER CALL	1,540.00	0.00	
02783	BURNS, DAVID	25-01235	PAY PER CALL	795.00	0.00	
02769	CALVO, DREW	25-01236	PAY PER CALL	745.00	0.00	
02784	CASTANO, NICHOLAS M.	25-01237	PAY PER CALL	670.00	0.00	
02747	DEPAOLA, THOMAS	25-01238	PAY PER CALL	480.00	0.00	
02778	DYL, STEVEN M.	25-01239	PAY PER CALL	520.00	0.00	
02777	ELLIOTT, DAREN P.	25-01241	PAY PER CALL	370.00	0.00	
02761	GIORDANO, WILLIAM J. JR.	25-01242	PAY PER CALL	405.00	0.00	
02733	LANEVE, CHRISTOPHER T.	25-01243	PAY PER CALL	370.00	0.00	
02713	MINKLER, LEONARD J. JR.	25-01244	PAY PER CALL	710.00	0.00	
02715	SCALERA, ROBERT V. JR.	25-01245	PAY PER CALL	500.00	0.00	
02719	SCHAAL, GERALD	25-01246	PAY PER CALL	540.00	0.00	
02780	STANISLASKI, FRANCIS	25-01249	PAY PER CALL	450.00	0.00	
02711	ZEH, DAVID W.	25-01251	PAY PER CALL	190.00	0.00	
				<u>11,415.00</u>		
	Fund Total:			130,303.41		
Total Charged Lines: 100 Total List Amount: 130,303.41 Total Void Amount: 0.00						