

**MINUTES**  
**TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1**  
**EAST DOVER FIRE COMPANY**  
**FEBRUARY 4, 2026**

Commissioner Roman called the regular meeting to order at 6:30 p.m. 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                      Cirz –present  
Krohn – present by phone      Minkler-present  
Roman –present

Attorney Koutsouris present. Bisceglie present to take minutes.

**APPROVING THE MINUTES**

**Motion Cirz second Minkler to approve the regular meeting minutes of January 7, 2026 providing a copy is made available for inspection by the public during this meeting.**

**Ayes – 5    Nays – 0    CARRIED**

**REPORTS OF COMMITTEES**

**COMMUNICATION**-Krohn stated he spoke with Director Weinberger via email re: guidance on equipment for the two new chief's vehicles. All other subjects to be discussed at the Joint Board Meeting.

**FIRE PREVENTION BUREAU** – Roman stated he spoke with Chief Janora re: the possibility of implementing a new program.

**FIRE ACADEMY** – Krohn stated HVAC part has been installed. Classes are up and running.

**INSURANCE** –Cirz deferred TO Monica where she stated she has a meeting next week to discuss health insurance.

**POLICE/EMERGENCY MANAGEMENT**- progress

**LEGISLATION**- Krohn reported that Senator Amato recently introduced two bills that would benefit local firehouses and first responders. The first bill seeks to ensure that firehouses are charged residential utility rates rather than commercial rates, which would significantly reduce operational expenses and provide financial relief to volunteer departments. The second bill addresses interference with first responders by establishing a requirement that individuals maintain a minimum distance of 25 feet from emergency personnel while they are performing their duties, helping to protect responders and allow them to work safely and without obstruction Minkler stated that another bill was introduced providing a \$500 tax credit for eligible members. To qualify, an individual must have been a member for at least three years and maintain a 60% average participation rate. Additionally, Phil Murphy signed legislation before leaving office requiring that firefighter turnout gear be PFAS free. The law allows vendors one year to comply and requires notification to departments if gear being sold contains PFAS. Within two years, vendors will no longer be permitted to sell turnout gear containing PFAS.

**TOWNSHIP COUNCIL AND MAYOR** – No report

**VEHICLE REPAIR/NEW APPARATUS** – Cirz reported good forward progress on the Chief's vehicles. Krohn stated that graphics have been approved for units 2800, 2810, and 2610. Once those are underway, the next projects will be the new 1-100 unit and graphics for 2600. In contact with Ilana from Elite and are hoping to receive an update soon regarding a start date for unit 2800.

**FIRE CHIEFS ASSOCIATION**- Meeting February 9th, 7:00 p.m. at station 26. Liaisons are requested to be there.

**ATTORNEY REPORT** – Attorney Koutsouris stated at the joint board meeting it was discussed briefly about certain legislation re: hydrants, also discussed was the MUA Authority: Governed by the Municipal and County Utilities Authorities Law. MUAs are independent entities that manage water/sewer systems and are funded by user fees, not property taxes. 2% Property Tax Cap: Governed by the New Jersey Property Tax Levy Cap Law. Limits municipal tax levy increases to 2%, with certain exclusions MUA rate increases are not subject to the 2% tax cap. According to Attorney Koutsouris, Assemblyman Dan Hutchison stated that although he is not the representative for this district, he is willing to answer any questions. Attorney Koutsouris also indicated that if the board has any questions, they may direct them to his office.

### **REPORTS OF FIRE OFFICERS**

**DISTRICT CHIEF J. CIRZ** – Cirz stated his report has been submitted for the board's review.

1. A complete list of standardized equipment, including approved brands, models, and specifications, has been finalized and submitted to the Board.
2. Budgetary quotes were obtained from four apparatus manufacturers to assist the Board with the bonding and budgeting process.
3. Currently working with Sam Seaman, Tim Carson, and Matt Yezzi on the development and review of Lexipol Standard Operating Guidelines (SOGs).
4. The proposed Chiefs' vehicle replacement program has been submitted to Office Manager Bisceglie and Chairman Roman for review.
5. All surplus equipment has been brought to Station 25-1

**CO. 1 CHIEF WEINGROFF** – Weingroff stated his report has been submitted for the board to review. New 2525 Committee was formed, met once to review everything the District Chief has sent so far from different vendors will be meeting again to review Mid-mount vs Rear-Mount and Building construction. Once more information is compiled will be transparent with the District Chief & Commissioner Cirz as the liaison. Still waiting for information on a fire police applicant (Samantha Harter) from months ago for a decision to move forward or not from the board.

**CO.2 CHIEF RICE**- Rice thanked Monica for informational email and hopes it continues.

**CO.3 ASST. CHIEF GIORDANO**- Progress

**CO.4 1<sup>st</sup> LT KYLE REID** - Progress

Commissioner Cirz thanked all companies for the excellent job done on snow standby.

**ISLAND HEIGHTS**- Progress

**SEASIDE HEIGHTS** Chief stated they have several old District No.1 radios and asked what the board would like done with them. Tutela stated he told them to dispose of them, District No.1 has no use for them.

**FIRE CHIEFS ASSOCIATION** –Meeting scheduled at the end of the month.

**REMOVALS FROM THE ROLLS**- None





**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS TOMS RIVER FIRE  
DISTRICT NO. 1  
COUNTY OF OCEAN, STATE OF NEW JERSEY ADOPTING A CLAIMANT  
CERTIFICATION POLICY FOR 2026 PURSUANT TO N.J. S.A. 40A:5-16  
FEBRUARY 4, 2026**

**WHEREAS**, N.J.S.A 40A:5-16 requires the Toms River Township Board of Fire Commissioners, Fire District No. 1 (the "District"), and any local governing body shall not pay out monies unless the vendor presents a detailed bill of items or demand, specifying particularly how the bill is made up, with the certification of the party claiming payment that the bill or demand is correct, and

**WHEREAS**, N.J.S.A 5:30-9A.6 gives local units discretion to not require claimant certification by enacting a standard policy by resolution for vendors or claimants who do not provide such certification as part of its normal course of business and,

**WHEREAS**, the Toms River Fire Commission, Fire District No. 1, desires to enact such a policy.

**NOW, THEREFORE, BE IT RESOLVED** by the Fire Commissioners of Toms River, in the County of Ocean, State of New Jersey as follows:

1. The following Vendors are not required to provide Claimant certifications:

- Amazon Services, LLC.
- Guardian Insurance Group
- Empower
- Equitable Financial
- Vision Service Plan
- US Bank
- VFIS
- Selective Insurance

2. The following public utilities are not required to provide claimant certification:

- JCP&L
- NJ Natural Gas
- NJ American Water
- Optimum
- Veolia

**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 February 4, 2026.



Robert Krohn, Clerk

2-4-26

Date:

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF FIRE  
COMMISSIONERS, DISTRICT No.1,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
PURSUANT TO N.J.S.A. 52:34-6.2(b)(3) TO ENTER INTO A  
INTERLOCAL AGREEMENT WITH A STATE OF NEW JERSEY CK04  
COOPERTATIVE PURCHASING ALLIANCE (OCEAN COUNTY CO-OP)  
February 4, 2026**

**WHEREAS,** the Toms River Township Board of Fire Commissioners, District No.1, is established and operating pursuant to N.J.S.A. 40A:14-70 to -105.1; and,

**WHEREAS,** the Toms River Township Board of Fire Commissioners, District No.1, is authorized pursuant to N.J.S.A. 52:34-6.2(b)(3) to use alternative procurement methods by entering into a State of New Jersey CK04 recognized cooperative Purchasing Alliance (Ocean County CO-OP) agreement; and;

**WHEREAS,** Ocean County CO-OP is a Voluntary Cooperative Pricing System and political subdivision of the State of New Jersey operating under N.J.S.A. 40A:11-11(5); and,

**WHEREAS,** Ocean County CO-OP is authorized to contract with eligible entities for the purchase of goods and services; and,

**WHEREAS,** Ocean County CO-OP has instituted a cooperative purchasing program under which it contracts with eligible entities; and,

**WHEREAS,** the Toms River Township Board of desires to contract Ocean County CO-OP;

**NOW, THEREFORE,** be it resolved that:

1. The Clerk of District No.1 is hereby authorized to complete and execute any necessary paperwork required to enter into an inter-local agreement with the Ocean County CO-OP;

2. All activities under this agreement will be in accordance with all applicable rules, regulations, ordinances and laws in effect or promulgated during the term of the agreement;

3. The initial period of the agreement shall be for the balance of the Calendar year;

4. The agreement shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which any payments are due under any contract entered into pursuant to this agreement;

5. All purchases will be in accordance with procedures established by the Ocean County CO-OP and in accordance with the Laws of the State of New Jersey;

6. Any payments made pursuant to the agreement will be in accordance with procedures established by the Ocean County CO-OP;

7. The agreement may be amended only by a written amendment executed in accordance with procedures established by the Ocean County CO-OP;

8. The agreement may be terminated by either party at any time upon thirty (30) days written notice by certified mail to the other party to this agreement.

**CERTIFICATION**

I, Robert Krohn Clerk of the Toms River Township Fire Commissioners District No. 1, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No. 1 in the County of Ocean at its meeting held on February 4, 2026.

  
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Clerk, Fire District No. 1

2-4-20  
Date:

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS TOMS RIVER FIRE  
DISTRICT NO. 1**

**COUNTY OF OCEAN, STATE OF NEW JERSEY AWARDING A CONTRACT TO  
SEACOAST ACCOUNTING LLC / CHERYL PARKER, QPA, TO PROVIDE  
QUALIFIED PURCHASING AGENT SERVICES IN ACCORDANCE WITH THE NEW  
JERSEY LOCAL PUBLIC CONTRACTS LAW AND APPLICABLE REGULATIONS**

**February 4, 2026**

WHEREAS, the Board of Fire Commissioners District No. 1 requires the services of a Qualified Purchasing Agent (QPA) in order to comply with the provisions of the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., N.J.A.C. 5:34, and all other applicable procurement laws and regulations; and

WHEREAS, **Seacoast Accounting LLC**, through **Cheryl Parker, QPA**, is duly qualified and licensed to provide Qualified Purchasing Agent services within the State of New Jersey; and

WHEREAS, the Board has determined that it is in the best interest of the Fire District to award a contract for QPA services to Seacoast Accounting LLC / Cheryl Parker, QPA;

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


1. The Board hereby awards a contract to Seacoast Accounting LLC, through Cheryl Parker, QPA, to provide Qualified Purchasing Agent services to Toms River Fire District No. 1 at a rate of \$300 per review, or \$1000 unlimited reviews in accordance with all applicable laws and regulations.
2. All services shall be performed in full compliance with the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.), N.J.A.C. 5:34, and any other applicable procurement statutes and regulations.
3. The Fire District's officials are hereby authorized and directed to execute any agreements and take any actions necessary to implement this Resolution.
4. This Resolution shall take effect immediately according to law.
5. A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No. 1 Administration Office to each of the following:

1. Daniel Roman, Chairman of the Board
2. Board Attorney
3. Purchasing Agent
4. Mr. Michael F. Rogers, Director  
Division of Local Government Services  
101 S. Broad Street  
P.O. Box 803  
Trenton, New Jersey 08625-0803

**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 February 4, 2026.

  
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Daniel Roman, Chairman

  
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Robert Krohn, Clerk



Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Department: GRANTS						
01- -135-01 -801	SUPPLEMENTAL FIRE GRANT					
S0170	SKYLANDS AREA FIRE EQUIPMENT	25-01257	CO#3 BUNKER GEAR	25,141.80	0.00	
	Extd Total:			25,141.80		
01- -135-02 -818	SAFER GRANT YEAR TWO					
S0170	SKYLANDS AREA FIRE EQUIPMENT	25-01165	SAFER GRANT NEW FIREFIGHTERS	6,178.68	0.00	
01- -135-02 -821	SAFER GRANT YEAR THREE					
S0170	SKYLANDS AREA FIRE EQUIPMENT	25-01165	SAFER GRANT NEW FIREFIGHTERS	15,821.87	0.00	
	Extd Total:			22,000.55		
	Department Total: GRANTS			47,142.35		
	CAFR Total: FIRE DISTRICT #1			214,410.62		
	Fund Total:			214,410.62		
CAFR: JOINT BOARD						
Department: RENT						
03- -115-54 -136	RENT					
F0175	FP MAILING SOLUTIONS	25-00906	METER RENTAL BUREAU	92.85	0.00	
	Extd Total:			92.85		
	Department Total: RENT			92.85		
Department: MAINTENANCE & REPAIRS						
03- -129-54 -657	MAINTENANCE					
S0348	SUPERIOR OFFICE SOLUTIONS	25-01321	MAINT. BUREAU PRINTER	134.64	0.00	
	Extd Total:			134.64		
	Department Total: MAINTENANCE & REPAIRS			134.64		
	CAFR Total: JOINT BOARD			227.49		
	Fund Total:			227.49		
Total Charged Lines: 15				Total List Amount: 214,638.11	Total Void Amount: 0.00	



Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -124-05 -450 25005 WEINGROFF, CARL	MEALS	26-00065	1-25-26 SNOW STORM STANDBY EXP	359.05	0.00	
	Extd Total:			359.05		
	Department Total: TRAINING			394.05		
Department: OPERATING MATERIALS						
01- -126-01 -529 D0125 DOVER OIL CO., INC.	FUEL	26-00070	2026 CO #4 FUEL ACCT#18859F	409.70	0.00	B
01- -126-01 -531 N0215 NORWOOD AUTO PARTS	SUPPLIES	26-00045	CO#4 DIESEL EXHAUST FLUID	194.32	0.00	
	Extd Total:			604.02		
	Department Total: OPERATING MATERIALS			604.02		
Department: UTILITIES						
01- -127-01 -567 T0073 THE PHONE GUY, LLC	COMMUNICATIONS	26-00072	2026 DIST.#1 PHONE SERVICES	674.69	0.00	B
	Extd Total:			674.69		
01- -127-05 -567 C0149 COMCAST CABLE	COMMUNICATIONS/UTILITIES	26-00044	ACCT#8499 05 194 0622198	371.29	0.00	B
	Extd Total:			371.29		
	Department Total: UTILITIES			1,045.98		
Department: MAINTENANCE & REPAIRS						
01- -129-01 -648 J0014 J & R PRO AUTOMOTIVE	VEHICLE REPAIR	26-00043	2026 DIST#1 VEHICLE REPAIRS	153.90	0.00	B
E0004 E.R.S. FLEET REPAIR, INC.		26-00058	2026 DIST #1 VEHICLE REPAIRS	<u>6,165.05</u>	0.00	B
				6,318.95		
01- -129-01 -649 E0069 ELECTRONIC MEASUREMENT LAB INC	EQUIPMENT REPAIR	26-00041	EVAL OF RAE QRAE II	69.00	0.00	B
	Extd Total:			6,387.95		
01- -129-05 -655 D0170 DUNHAM, NANCY	MAINTENANCE SERVICES	26-00054	JAN 26 CLEANING	300.00	0.00	
01- -129-05 -657 G0229 GUARDIAN	DIST#2 CHARGES TO BE REIMBURSED	26-00035	02/26 INSURANCE GROUP #038344	144.76	0.00	B
	Extd Total:			444.76		
	Department Total: MAINTENANCE & REPAIRS			6,832.71		

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Department: CONTINGENCIES						
01- -133-05 -701 S0165 SKIP'S FLORIST	CONTINGENCIES	26-00060	2026 FLORAL SERVICES	151.94	0.00	B
	Extd Total:			151.94		
	Department Total: CONTINGENCIES			151.94		
	CAFR Total: FIRE DISTRICT #1			21,740.22		
	Fund Total:			21,740.22		
CAFR: JOINT BOARD						
Department: FRINGE BENEFITS						
03- -112-51 -024 G0229 GUARDIAN	HEALTH BENEFITS/DISABILITY	26-00035	02/26 INSURANCE GROUP #038344	83.91	0.00	B
	Extd Total:			83.91		
03- -112-53 -024 G0229 GUARDIAN	HEALTH BENEFITS/DISABILITY	26-00035	02/26 INSURANCE GROUP #038344	77.99	0.00	B
	Extd Total:			77.99		
03- -112-54 -024 G0229 GUARDIAN	HEALTH BENEFITS/DISABILITY	26-00035	02/26 INSURANCE GROUP #038344	733.47	0.00	B
	Extd Total:			733.47		
	Department Total: FRINGE BENEFITS			895.37		
Department: DUES & SUBSCRIPTIONS						
03- -123-54 -416 N0055 NATIONAL FIRE PROTECTION	DUES & SUBSCRIPTIONS	26-00036	2026 SUBSCRIPTION	1,299.99	0.00	
	Extd Total:			1,299.99		
	Department Total: DUES & SUBSCRIPTIONS			1,299.99		
	CAFR Total: JOINT BOARD			2,195.36		
	Fund Total:			2,195.36		
Fund: PAYROLL TRUST FUND						
Extd: NET PAY						
15-56-850- -013 A0064 AFLAC NEW YORK	AFLAC	26-00046	1-26 ACCT#HK166	301.96	0.00	B
15-56-850- -015 E0130 EQUITABLE/EQUI-VEST	457 PLAN EQUITABLE	26-00049	w/E 1-22-26 UNIT #786850 000	800.00	0.00	B
15-56-850- -019 W0101 WEX INC.	S125 BENEFIT EXPRESS	26-00051	1/26 CONTRIBUTION	1,362.54	0.00	
15-56-850- -020 E0090 EMPOWER TRUST CO., LLC	401(a) PLAN PRUDENTIAL	26-00048	2026 PERS/LONG TERM DIS #P1013	95.22	0.00	

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Expend Account	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
15-56-850- A0107	-022 AMERICAN HERITAGE/ALLSTATE	26-00047	ALLSTATE BENEFITS 1/26 CASE #64495	2,279.13	0.00	B
	Extd Total: NET PAY			4,838.85		
	Department Total:			4,838.85		
	CAFR Total:			4,838.85		
	Fund Total: PAYROLL TRUST FUND			4,838.85		

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Total Charged Lines:	43	Total List Amount:	28,774.43	Total Void Amount:	0.00
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