

The January 6, 2020 regular session of the Borough Council of the Borough of Spring Lake Heights, Monmouth County, New Jersey was called to order by Mayor Campion at 7:00 p.m. in the Frank E. Adams Municipal Building with a moment of silence and a salute to the flag.

Mayor Campion announced: Pursuant to the requirements of New Jersey's Open Public Meetings Act, notice of this meeting was included in the Annual Meeting Notice filed in the Office of the Borough Clerk; posted on the Borough website and in the Municipal Building; published as a legal notice in the Coast Star newspaper; and mailed to those requesting notice and providing payment.

Borough Clerk Janine Gillis read the Statement of November 5, 2019 Election Determination into record.

ROLL CALL

Present:

Councilman Len Capristo
Councilman William Graetz
Councilwoman Sara King
Councilman James Shuler
Councilman Christopher Willms
Mayor Christopher Campion

Absent:

None

Also attending:

Dennis Collins, Borough Attorney

RESOLUTIONS

- **R2020-01**, Appointing to Borough Council position vacated by Christopher M. Campion

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-01 to appoint John Casagrande to council was approved by the following vote:

Ayes: Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

Oath of office was administered to John Casagrande by Mayor Campion. He then joined the dais.

- **R2020-02**, Establishing Procedure for election of Council President

On a motion by Mr. Willms, seconded by Mrs. King, Resolution No. 2020-02 to approve the process to nominate council president was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

- **R2020-03**, Selecting Council Member to serve as President of the Council for 2020

On a motion by Mr. Shuler, seconded by Mr. Willms, Resolution No. 2020-03 to nominate Mr. Graetz as council president was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

- **R2020-04**, Establishing Council Committees & Appointing Committee Chairs for 2020

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2020-04 to establish council committees was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

- **R2020-05**, Appointing Planning Board – Class 3 Member (1year term expires 12/31/2020)

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2020-05 to appoint Mr. Willms as the Planning Board Class 3 Member was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

▪ **R2020-06, Appointing Borough Attorney and Awarding Contract**

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-06 to appoint Dennis Collins as Borough Attorney and awarding contract was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-07, Awarding a Contract for Audit Services**

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-07 to award a contract for audit services to Suplee & Clooney was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-08, Awarding a Contract for Legal Services - Labor Attorney**

On a motion by Mr. Graetz, seconded by Mr. Shuler, Resolution No. 2020-08 to award contract for legal services/labor attorney to Cleary, Giacobbe, Alfieri, Jacobs was approved by the following vote:

Ayes: Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: Mr. Casagrande Absent: None

▪ **R2020-09, Awarding a Contract for Legal Services - Tax Appeals Attorney**

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-09 to award contract for legal services/tax appeals attorney to Frederick Raffetto was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-10, Awarding a Contract for Legal Services - Tax Appeal Conflict Attorney**

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-10 to award contract for legal services/tax appeal conflict attorney to Cleary, Giacobbe, Alfieri, Jacobs was approved by the following vote:

Ayes: Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: Mr. Casagrande Absent: None

▪ **R2020-11, Awarding a Contract for Legal Services – Financial Advisor**

On a motion by Mr. Willms, seconded by Mrs. King, Resolution No. 2020-11 to award contract for legal services/financial advisor to Phoenix Advisors was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-12, Awarding a Contract for Legal Services – Bond Counsel**

On a motion by Mr. Shuler, seconded by Mr. Willms, Resolution No. 2020-12 to award contract for legal services/bond counsel to Archer & Grinder was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-13, Awarding a Contract for a Borough Planner**

On a motion by Mr. Willms, seconded by Mrs. King, Resolution No. 2020-13 to award contract for borough planner to Leon Avakian was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-14, Awarding a Contract - Financial Reporting/Accounting Services**

On a motion by Mr. Graetz seconded by Mr. Shuler, Resolution No. 2020-14 to award contract for financial reporting/accounting services to PM Consultants was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mr. Shuler, Mr. Willms

Nays: Mrs. King Abstain: None Absent: None

▪ **R2020-15, Awarding a Contract - Administration Services**

On a motion by Mr. Shuler seconded by Mr. Willms, Resolution No. 2020-15 to award contract for administration services to PM Consultants was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mr. Shuler, Mr. Willms

Nays: Mrs. King Abstain: None Absent: None

▪ **R2020-16, Appointment a Borough Engineer**

On a motion by Mr. Graetz seconded by Mr. Willms, Resolution No. 2020-16 to appoint borough engineer to Joseph May was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

▪ **R2020-17, Appointments to the Board of Health**

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-17 to appoint Kate Moloughney and Jerome Brennan as Board of Health members was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

▪ **R2020-18, Appointing a Representative to the Shore Community Alliance**

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2020-18 to appoint Eilenberger as a representative to the Shore Community Alliance was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

▪ **R2020-19, Designating Official Newspapers**

On a motion by Mr. Willms, seconded by Mr. Shuler, Resolution No. 2020-19 to designate Coast Star, Asbury Park Press & Star Ledger as official newspapers were approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

▪ **R2020-20, Establishing Meeting Schedule**

On a motion by Mr. Shuler, seconded by Mrs. King, Resolution No. 2020-20 to establish meeting schedule was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

▪ **R2020-21, Adopting Cash Management Plan**

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-21 to adopt cash management plan was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

▪ **R2020-22, Fixing the rate of interest on delinquent taxes & water-sewer accounts, cancelling balances under \$5.00 & establishing a returned check fee**

On a motion by Mrs. Willms, seconded by Mr. Graetz, Resolution No. 2020-22 was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

▪ **R2020-23, Adopting 2020 Temporary Budget**

On a motion by Mr. Willms, seconded by Mr. Shuler, Resolution No. 2020-23 to adopt 2020 temporary budget was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-24, Designating Various Borough Officials**

On a motion by Mr. Graetz, seconded by Mr. Shuler, Resolution No. 2020-24 to designate various borough officials was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-25, Appointing an Assistant Borough Administrator**

On a motion by Mr. Graetz, seconded by Mr. Shuler, Resolution No. 2020-25 to appoint Janine Gillis as Assistant Borough Administrator was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-26, Appointing a Deputy Clerk**

On a motion by Mr. Willms, seconded by Mrs. King, Resolution No. 2020-26 to appoint Kathleen Marmora as Deputy Clerk was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-27, Appointing Members to the Zoning Board of Adjustment**

On a motion by Mrs. King, seconded by Mr. Willms, Resolution No. 2020-27 to appoint John Tangeman, Donald Nolan and Tom Martin ,as members to the Zoning Board was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-28, Appointing a Borough Prosecutor**

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-28 to appoint James Carton as Borough Prosecutor was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-29, Appointing a Borough Public Defender**

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-29 to appoint Charles Shaw as Borough Public Defender was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-30, Appointing an Alternate Borough Public Defender**

On a motion by Mrs. King, seconded by Mr. Willms, Resolution No. 2020-30 to appoint Donald Greer as Alternate Borough Public Defender was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

▪ **R2020-31, Appointing a Police Officer to Permanent Status**

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2020-31 to appoint Michael O'Neill to permanent status was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms
Nays: None Abstain: None Absent: None

- **R2020-32**, Approving the Issuance of Alcoholic Beverage Control Social Affair Permit-NJ State Bar Association

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2020-32 to approve ABC Social Affair Permit was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

- **R2020-33**, Authorizing the credit of a certain water-sewer utility account

On a motion by Mr. Shuler, seconded by Mr. Willms, Resolution No. 2020-33 to authorize credit on a water-sewer utility account was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

- **R2020-34**, Approving the use of the Cornelius V. Kelly Community Center -Various Groups

On a motion by Mrs. King, seconded by Mr. Shuler, Resolution No. 2020-34 to authorize use of the Community Center-Variou Groups was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

- **R2020-35**, Approving the use of the Cornelius V. Kelly Community Center -Fairway Mews Card Clubs

On a motion by Mr. Graetz, seconded by Mr. Shuler, Resolution No. 2020-35 to authorize use of the Community Center-Fairway Mews was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

- **R2020-36**, Approving Payment of Claims on Bill List dated January 3, 2020

On a motion by Mr. Graetz, seconded by Mr. Shuler, Resolution No. 2020-36 to approve payment of Bills List-January 3, 2020 was approved by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

Mayor Campion announced the following appointments; these do not require Council approval

Planning Board – Peter Gallo, Adam Anzollin, (4 year terms) Elizabeth Stader (alternate)

Environmental Commission – Gaylen Nolan, Derek Noah (3 year terms),

Danielle Hughes, Gretchen Maccanico (alternates)

Public Comment

On a motion by Mrs. King, seconded by Mr. Shuler, the public comment section was opened, by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

Scott Drucker asked mayor why he selected Mr. Casagrande; mayor asked Mr. Casagrande to speak about his background. Mr. Casagrande mentioned that he's been a resident of Spring Lake Heights since 2005, recently worked with the Borough on JIF program, offered his services to serve in some capacity. Mayor Campion mentioned 3 names presented per policy, liked Mr. Casagrande's background in risk assessment, able to help us plan ahead. Mayor is looking forward to working with entire council in 2020.

On a motion by Mrs. King, seconded by Mr. Capristo, the public comment section was closed by the following vote:

Ayes: Mr. Casagrande, Mr. Capristo, Mr. Graetz, Mrs. King, Mr. Shuler, Mr. Willms

Nays: None Abstain: None Absent: None

Mayor Campion explained that he is looking at process of meeting, wants to be more rigid with procedures. He'd like to have one Public Comment section at beginning of meeting; council agreed. Public comment section is not to debate an issue; we welcome comments but if it starts to go into a dialogue, we can make an appointment to discuss with the particular council member who is the chair/point-of-contact: Mr. Graetz-Public Safety (Law/Fire); Mr. Shuler-Public Works; Mr. Capristo -Recreation; Mr. Willms-Utility; Mr. Casagrande-Finance; Mrs. King-Grants & Legislation.

Mayor Campion reported that he personally would be available every Monday morning, 8:30am-10:30am; also offered his email address for anyone who wanted to contact him. Mayor encourages residents to get more involved.

Mayor would like to adopt a consent agenda with the routine, day-to-day resolutions; grouped under one consent agenda to be voted on together; we can pull anything out if desired; council agreed.

MAYOR & COUNCIL REPORTS

Mr. Capristo – would like to meet with Mr. Graetz to transition to Recreation Chair

Mr. Willms – no report

Mrs. King – reported that Municipal Open-Space grant (for Shore Rd.) has been denied; Joe May can resubmit next year.

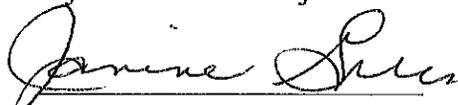
Mr. Shuler – no report

Mr. Casagrande -no report

Mr. Graetz – reported that Rec Basketball is up and running; he will connect Mr. Capristo up with Erik, our Rec Director; always looking for new ideas.

ADJOURNMENT

There being no further business, on a motion by Mrs. King, seconded by Mr. Graetz, the meeting was adjourned without objection at 7:32p.m.


Janine Gillis, Borough Clerk

Approved:  January 21, 2020