

The January 2, 2023 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 12:00 p.m. in the Frank E. Adams Municipal Building with a moment of silence and a salute to the flag.

**STATEMENT OF NOVEMBER 8, 2022 ELECTION DETERMINATION**

Borough Clerk Janine Gillis read the Statement of November 8, 2022, Election Determination into the record.

**MAYOR CHRITOPHER CAMPION ADMINISTERED THE OATH OF OFFICE TO NEWLY ELECTED OFFICIALS**

Borough Council (3 Year Term expires 12/31/2025)..... William Graetz  
Borough Council (3 Year Term expires 12/31/2025).....Christopher Willms

**ROLL CALL**

Present:

Councilman John Casagrande  
Councilwoman Michele Degnan-Spang  
Councilman William Graetz  
Councilwoman Sara King  
Councilman Christopher Willms  
Mayor Christopher Campion

Absent:

Councilman Leonard Capristo  
Dennis Collins, Borough Attorney

Also attending:

John Barrett, Borough Administrator  
Janine Gillis, Borough Clerk

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 COUNCIL APPOINTMENTS**

- **R2023-01**, Establishing Procedure for election of Council President

On a motion by Mrs. King, seconded by Mr. Casagrande, Resolution No. 2023-01 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-02**, Selecting Council Member to serve as President of the Council for 2023

Councilman Willms nominated Councilman Graetz as Council President, Seconded by Councilman Casagrande. There were no other nominations.

On a motion by Mrs. King, seconded by Mrs. Degnan-Spang, Resolution No. 2023-02 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-03**, Establishing Council Committees & Appointing Committee Chairs for 2023

The Council discussed keeping the committees chairpersons the same. All council members agreed to keep the committees the same; Councilman Casagrande-Finance, Councilman Graetz-Public Safety, Councilman Capristo-Recreation, Councilwoman Degnan-Spang- Utility, Councilman Willms- Public Works, Councilman King-Grants/Legislation.

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2023-03 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-04**, Appointing Planning Board – Class 3 Member (1 year term expires 12/31/2023)

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2023-04 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

#### **APPOINTMENTS BY MAYOR REQUIRING COUNCIL APPROVAL**

- **R2023-05**, Appointing and Awarding a Contract for Borough Attorney

On a motion by Mr. Graetz, seconded by Mr. Willms, Resolution No. 2023-05 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-06**, Awarding a Contract for Audit Services

On a motion by Mr. Willms, seconded by Mrs. King, Resolution No. 2023-06 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-07**, Awarding a Contract for Legal Services - Labor Attorney

On a motion by Mr. Casagrande, seconded by Mrs. King, Resolution No. 2023-07 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-08**, Awarding a Contract for Legal Services - Tax Appeal Attorney

On a motion by Mr. Graetz, seconded by Mr. Willms, Resolution No. 2023-08 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-09**, Awarding a Contract for Legal Services - Tax Appeal Conflict Attorney

On a motion by Mrs. King, seconded by Mr. Casagrande, Resolution No. 2023-09 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-10**, Awarding a Contract for Legal Services – Financial Advisor

On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. 2023-10 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-11**, Awarding a Contract for Legal Services – Bond Counsel

On a motion by Mrs. King, seconded by Mr. Casagrande, Resolution No. 2023-11 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-12**, Awarding a Contract Professional Services - Borough Planner

On a motion by Mr. Willms, seconded by Mrs. Degnan-Spang, Resolution No. 2023-12 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None            Abstain: None            Absent: Mr. Capristo

- **R2023-13**, Awarding a Contract for Legal Services – COAH-Fair Housing Attorney

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2023-13 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None Abstain: None Absent: Mr. Capristo

- **R2023-14**, Awarding a Contract – Professional Services - Financial Reporting/Accounting Services

On a motion by Mr. Willms, seconded by Mr. Graetz, Resolution No. 2023-14 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None Abstain: None Absent: Mr. Capristo

- **R2023-15**, Awarding a Contract – Professional Services - Administration Services

On a motion by Mr. Willms, seconded by Mr. Casagrande, Resolution No. 2023-15 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None Abstain: None Absent: Mr. Capristo

- **R2023-16**, Awarding a Contract – Professional Services - QPA Services

On a motion by Mr. Casagrande, seconded by Mrs. Degnan-Spang, Resolution No. 2023-16 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None Abstain: None Absent: Mr. Capristo

- **R2023-17**, Awarding a Contract – Professional Services – Special Project Engineer

On a motion by Mr. Willms, seconded by Mr. Casagrande, Resolution No. 2023-17 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None Abstain: None Absent: Mr. Capristo

- **R2023-18**, Awarding a Contract – Professional Services – Special Water-Sewer Engineer

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2023-18 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None Abstain: None Absent: Mr. Capristo

- **R2023-19**, Appoint a Borough Engineer

On a motion by Mr. Willms, seconded by Mr. Graetz, Resolution No. 2023-19 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None Abstain: None Absent: Mr. Capristo

#### **CONSENT AGENDA - Resolutions R2023-20 TO R2023-36**

*Consent Agenda items are considered routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certification of Availability of Funds; any item requiring discussion will be removed from the Consent Agenda; all Consent Agenda items will be reflected in full in the minutes.*

- **R2023-20**, Appointments to the Board of Health
- **R2023-21**, Appointing a Representative to the Shore Community Alliance
- **R2023-22**, Designating Official Newspapers
- **R2023-23**, Establishing Meeting Schedule
- **R2023-24**, Adopting Cash Management Plan

- **R2023-25**, Fixing the rate of interest on delinquent taxes & water-sewer accounts, cancelling balances under \$10.00 & establishing a returned check fee
- **R2023-26**, Adopting 2023 Temporary Budget
- **R2023-27**, Designating Various Borough Officials
- **R2023-28**, Appointing an Assistant Borough Administrator
- **R2023-29**, Appointing a Deputy Clerk
- **R2023-30**, Appointing a Borough Prosecutor
- **R2023-31**, Appointing a Borough Public Defender
- **R2023-32**, Appointing a Part-time Code Enforcement Officer/Zoning Officer
- **R2023-33**, Appointing a Recycling Coordinator
- **R2023-34**, Appointing a Licensed Utility Operator
- **R2023-35**, Appointing an Assistant Licensed Operator in the Water-Sewer Utility Department
- **R2023-36**, Approving use of the Cornelius V. Kelly Community Center

On a motion by Mrs. King, seconded by Mr. Willms, Consent Agenda Resolution No.2023-20 through R2023-36 were approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
 Nays: None Abstain: None Absent: Mr. Capristo

#### **RESOLUTIONS**

- **R2023-37**, Approving the payment of the itemized claims as set forth on the December 30, 2022, bills list

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution No. 2023-37 was approved by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
 Nays: None Abstain: None Absent: Mr. Capristo

#### **ANNOUNCEMENT OF MAYOR'S APPOINTMENTS NOT REQUIRING COUNCIL APPROVAL**

- Land Use Board - Environmental Commission

Adam Anzzolin was reappointed to the Land Use Board as a regular member. Bruce Waitzel was appointed as a regular member filling an unexpired term, Joseph Tompey was reappointed to Land Use Board as alternate member and Michael Milano was appointed as an alternate member.

Gaylen Nolan, Katherine Blasco, and Richard Thumann were reappointed to Environmental Commission as regular members.

#### **REPORTS, NOTICES AND CORRESPONDENCE**

- Spring Lake Heights Land Use Board Public Notice January 11, 2023 Re: 557 Ocean Road - Block 23 Lot 31/31.01
- NJ Water Supply Authority Public Notice February 2, 2023 Re: Rate Proposal

#### **PUBLIC COMMENT**

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

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
 Nays: None Abstain: None Absent: Mr. Capristo

Ed Johnson, executive director of Government Affairs and Community Relations with Brookdale Community College on behalf of President David Stout, congratulated the reelected council members and mentioned looking forward to future relations.

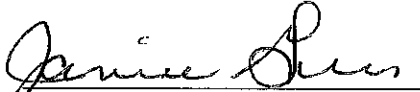
On a motion by Mrs. King, seconded by Mr. Casagrande, the public comment section was closed by the following vote:

Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms

Nays: None Abstain: None Absent: Mr. Capristo

**ADJOURNMENT**

There being no further business, on a motion by Mrs. King, seconded by Mr. Willms, the meeting was adjourned without objection at 12:30 p.m.

  
Janine Gillis, Borough Clerk

Approved: January 17, 2023