

The December 18, 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 7:00 p.m. in the Frank E. Adams Municipal Building with a moment of silence and a salute to the flag.

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

Also attending:

Dennis Collins, Borough Attorney
Janine Gillis, Borough Clerk
John Barrett, Borough Administrator

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.

AMEND AGENDA

On a motion by Mr. Casagrande, seconded by Mr. Graetz, the agenda was amended to add R2023-205 to the agenda by the following vote:

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

APPROVE AMENDED AGENDA

On a motion by Mrs. King, seconded by Mr. Casagrande the agenda as amended 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

APPROVE MINUTES - November 20, 2023

On a motion by Mr. Casagrande, seconded by Mrs. King, the November 20, 2023 minutes were approved by the following vote:

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

PRESENTATIONS – None

DISCUSSION ITEMS – None

MAYOR & COUNCIL REPORTS/ANNOUNCEMENTS

Councilman Casagrande – Mr. Casagrande mentioned the resolution on the agenda that deals with normal changes and transfers to the budget for end of year procedures.

Councilwoman King – No report

Councilman Graetz – Mr. Graetz congratulated Joseph Tompey on his reelection as Fire Chief for 2024 and sent well wishes to the First Aid Squad on their appointments.

Councilman Willms – Mr. Willms thanked the Public Works Department for their hard work throughout the year as well as the set up for the Borough Tree Lighting event. He stated the event was a great success.

Councilwoman Degnan-Spang – Mrs. Degnan-Spang reviewed the public works schedule for the end of the year with leaf collection, street sweeping, holiday schedules and closures, bulk pick up, and storm drain cleaning. She also thanked the Public Works Department for all their effort and care in taking care of the Borough.

Mayor Campion – Mr. Campion echoed the thanks to everyone who worked on the Tree Lighting event and the incredible commitment to the Borough. He continued with thanking the OEM coordinator, Jim Guiliano for the undertaking of the EAP five-year renewal process and approval.

PUBLIC COMMENT (Any Item)

On a motion by Mr. Casagrande, seconded by Mr. Willms, 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

None Presented

On a motion by Mr. Graetz, seconded by Mrs. King, 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

SCHEDULED PUBLIC HEARINGS

- **Ordinance 2023-09**, Amending Chapter 22 Article VI Zoning Regulations to rezone a certain parcel in the B-2 zone to R-5 zone – Block 68 Lot 15

On a motion by Mr. Casagrande, seconded by Mrs. King, 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

Attorney Collins commented the ordinance has been reviewed by the Land Use Board and was found to be consistent with the Master Plan.

Jim Haines, 611 Mercer Ave, posed questions regarding the property location and why the change was occurring. Mr. Collins and Mayor Campion explained the ordinance is intended to correct a property that is residential and previously zoned commercial. Mr. Haines expressed further concerns about properties in the area which were addressed by Mayor Campion.

On a motion by Mr. Graetz, seconded 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

On a motion by Mrs. King, seconded by Mr. Graetz, **Ordinance 2023-09** was adopted by the following vote:

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

Nays: None Abstain: None Absent: Mr. Capristo

- **Ordinance 2023-10**, Amending Chapter 22 Article III, Definitions Section 302

On a motion by Mrs. King, seconded by Mr. Willms, 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

None Presented

On a motion by Mrs. King, seconded Mr. Graetz, 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

On a motion by Mr. Graetz, seconded by Mrs. King, **Ordinance 2023-10** was adopted by the following vote:

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

Nays: None Abstain: None Absent: Mr. Capristo

- **Ordinance 2023-11**, Amending Chapter 22 Article V Required Improvements and Design Standards

On a motion by Mrs. King, seconded by Mr. Graetz, 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

Attorney Collins and Mayor Campion reviewed details of what the ordinance changes. Mr. Collins further clarified the topic of the size of an accessory building within the ordinance. The council discussed and agreed to proceed with the ordinance as currently written for the immediate future.

On a motion by Mr. Casagrande, seconded Mrs. King, 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

On a motion by Mrs. King, seconded by Mr. Willms, **Ordinance 2023-11** was adopted by the following vote:

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

Nays: None Abstain: None Absent: Mr. Capristo

• **Ordinance 2023-12**, Schedule of Permitted Uses

On a motion by Mrs. King, seconded by Mr. Willms, 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

None Presented

On a motion by Mrs. King, seconded Mr. Graetz, 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

On a motion by Mrs. King, seconded Mr. Graetz, **Ordinance 2023-12** was adopted by the following vote:

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

Nays: None Abstain: None Absent: Mr. Capristo

REPORTS, NOTICES & CORRESPONDENCE

- Spring Lake First Aid Squad Monthly Report – November 2023
- Spring Lake Heights Municipal Court Monthly Report – November 2023
- Spring Lake Heights Police Monthly Report – November 2023
- Independent Fire Company No #1 Monthly Report – November 2023
- Public Hearing Notice-South Monmouth Regional Sewerage Authority January 11, 2024 Re: Amend Connection Fee

ORDINANCE INTRODUCTIONS – None

CONSENT AGENDA Resolutions R2023-191 to R2023-202

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.

- **R2023-191**, Appointing representative to Southeast Monmouth Municipal Utilities Authority- Joseph May
- **R2023-192**, Authorizing an agreement for professional Services -Wilentz, Goldman and Spitzer
- **R2023-193**, Approving designated membership in Independent Fire Company #1-Rummel & Holloway
- **R2023-194**, Approving issuance of Alcoholic Beverage Control Social Affair Permit Independent Fire Company #1
- **R2023-195**, Authorizing the salary increase of Public Works Employee – Phillip Sperry
- **R2023-196**, Authorizing a lien redemption – Block 69 Lot 13
- **R2023-197**, Authorizing a lien redemption – Block 85 Lot 18
- **R2023-198**, Requesting approval from the Director of Local Government Services to establish a dedicated trust be rider for a Affordable housing Trust Fund
- **R2023-199**, Authorizing the transfer of 2023 Municipal Budget Appropriations
- **R2023-200**, Approving Change Order #1 (\$30,454.56)-Final for Emerson Ave Area Improvements to Increase Contract with Fernandes Construction Inc. to a revised contract amount -\$399,708.95

- **R2023-201**, Authorizing the Release of Performance Bond & Acceptance of Maintenance Bond with Fernandes Construction Inc. – Emerson Avenue Area Improvements Project.
- **R2023-202**, Accepting the Performance Bond Provided by Fernandes Construction Inc for the Sixth Avenue Improvements

On a motion by Mr. Casagrande, seconded by Mr. Graetz, the consent agenda 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

RESOLUTIONS

- **R2023-203**, Approving the payment of the itemized claims as set forth on the December 1, 2023 bills list

On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. R2023-203 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

- **R2023-204**, Approving the payment of the itemized claims as set forth on the December 15, 2023 bills list

On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. R2023-204 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

- **R2023-205**, Approve Amendments to Personnel Handbook

On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. R2023-205 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

Mayor Champion thanked everyone for another wonderful year and is looking forward to next year. He continued to express gratitude and pride towards the council, the department heads, and all the staff for their hard work and commitment to the Borough.

Mr. Graetz provided a reminder of the Santa Claus Run that will be taking place this year and the sign-up deadline is December 20th.

Mrs. King wished everyone a Merry Christmas and Happy New Year.

ADJOURNMENT

There being no further business, on a motion by Mrs. King, seconded by Mr. Graetz, the meeting was adjourned without objection at 7:47p.m.

Megan Kass
 Megan Kass, Borough Deputy Clerk

Approved: Feb. 5, 2024