

The January 6, 2025 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.

STATEMENT OF NOVEMBER 5, 2024 ELECTION DETERMINATION

Borough Clerk Janine Gillis read the Statement of the November 5, 2024, Election Determination into the record.

MAYOR CHRISTOPHER CAMPION ADMINISTERED THE OATH OF OFFICE TO NEWLY ELECTED OFFICIAL:

Borough Council (3 Year Term expires 12/31/2027).....Sara King

BOROUGH CLERK JANINE GILLIS, ANNOUNCED THAT SHE HAD SWORN IN COUNCILMAN CAPRISTO EARLIER IN THE DAY. (3 Year Term expires 12/31/2027-Leonard Capristo)

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:

John Barrett, Borough Administrator
Michael L. Collins, Borough Attorney
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

- **R2025-01**, Establishing Procedure for election of Council President

On a motion by Mr. Willms, seconded by Mrs. King, Resolution No. 2025-01 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

- **R2025-02**, Selecting Council Member to serve as President of the Council for 2025- William Graetz

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

On a motion by Mrs. King, seconded by Mr. Willms, Resolution No. 2025-02 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

- **R2025-03**, Establishing Council Committees & Appointing Committee Chairs for 2025

There are no changes to the council committees. Councilman Casagrande - Finance, Councilman King – Grants and Legislation, Councilman Capristo - Recreation, Councilman Graetz - Public Safety, Councilman Willms - Public Works, Building and Grounds, Councilwoman Degnan-Spang – Water-Sewer Utility.

On a motion by Mr. Graetz, seconded by Mr. Willms, Resolution No. 2025-03 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

- **R2025-04**, Appointing Planning Board – Class 3 Member, Michele Degnan-Spang (1 year term expires 12/31/2025)

Mr. Willms declined the renewal nomination due to work requirements. Councilman Casagrande nominated Councilwoman Degnan-Spang, Seconded by Councilman Graetz. There were no other nominations.

On a motion by Mr. Willms, seconded by Mr. Graetz, Resolution No. 2025-04 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

- **R2025-05**, Appointing and Awarding a Contract for Borough Attorney – **Michael L. Collins, Esq (King, Moench and Collins, LLP)**

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2025-05 was approved by the following vote:

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

- **R2025-06**, Awarding a Contract for Audit Services - **Suplee, Clooney & Company**

On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. 2025-06 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

- **R2025-07**, Awarding a Contract for Legal Services - Labor Attorney - **Bruce W. Padula, Esq. of the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC**

On a motion by Mr. Casagrande, seconded by Mrs. King, Resolution No. 2025-07 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

- **R2025-08**, Awarding a Contract for Legal Services - Tax Appeal Attorney - **Lani Lombardi, Esquire of the firm Cleary, Giacobbe, Alfieri, Jacobs, LLC**

On a motion by Mrs. King, seconded by Mr. Willms, Resolution No. 2025-08 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

- **R2025-09**, Awarding a Contract for Legal Services - Tax Appeal Conflict Attorney - **Ben A. Montenegro, Esquire of the firm Montenegro, Thompson, Montenegro & Genz**

On a motion by Mr. Graetz, seconded by Mr. Willms, Resolution No. 2025-09 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

- **R2024-10**, Awarding a Contract for Legal Services – Financial Advisor - **Phoenix Advisors, LLC**

On a motion by Mr. Casagrande, seconded by Mrs. King, Resolution No. 2025-10 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

- **R2025-11**, Awarding a Contract for Legal Services – Bond Counsel - **Archer & Greiner, PC**

On a motion by Mr. Casagrande, seconded by Mrs. King, Resolution No. 2025-11 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

- **R2025-12**, Awarding a Contract Professional Services - Borough Planner - **Jennifer Beahm, Leon S. Avakian, Inc.**

On a motion by Mr. Willms, seconded by Mr. Graetz, Resolution No. 2025-12 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

- **R2025-13**, Awarding a Contract for Legal Services – COAH-Fair Housing Attorney- **Andrew Bayer, Esq. - Pashman Stein Walder Hayden, PC**

On a motion by Mr. Willms, seconded by Mr. Casagrande, Resolution No. 2025-13 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

- **R2025-14**, Awarding a Contract – Professional Services - Financial Reporting/Accounting Services - **PM Consultants, LLC**

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2025-14 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

- **R2025-15**, Awarding a Contract – Professional Services - Administration Services - **PM Consultants, LLC**

On a motion by Mr. Graetz, seconded by Mr. Willms, Resolution No. 2025-15 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

- **R2025-16**, Awarding a Contract – Professional Services - QPA Services - **PM Consultants, LLC**

On a motion by Mrs. King, seconded by Mr. Willms, Resolution No. 2025-16 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

- **R2025-17, Awarding a Contract – Professional Services – Special Project Engineer - E2 Project Management, LLC**

On a motion by Mr. Willms, seconded by Mr. Casagrande, Resolution No. 2025-17 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

- **R2025-18, Awarding a Contract – Professional Services – Special Water-Sewer Engineer - H2M Associates, Inc**

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2025-18 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

- **R2025-19, Appoint a Borough Engineer – Joseph May**

On a motion by Mr. Graetz, seconded by Mr. Casagrande, Resolution No. 2025-19 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 R2025-20 TO R2025-37

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.

- **R2025-20, Appointments to the Board of Health – Leonard Giles**
- **R2025-21, Appointing a Representative to the Shore Community Alliance – Eileen Eilenberger**
- **R2025-22, Designating Official Newspapers**
- **R2025-23, Establishing Meeting Schedule**
- **R2025-24, Adopting Cash Management Plan**
- **R2025-25, Fixing the rate of interest on delinquent taxes & water-sewer accounts, cancelling balances under \$10.00 & establishing a returned check fee**
- **R2025-26, Adopting 2025 Temporary Budget**
- **R2025-27, Designating Various Borough Officials**
- **R2025-28, Appointing an Assistant Borough Administrator – Janine Gillis**
- **R2025-29, Appointing a Deputy Clerk – Megan Kass**
- **R2025-30, Appointing a Borough Prosecutor - James D. Carton, IV, Esquire**
- **R2025-31, Appointing a Borough Public Defender- Charles F. Shaw, III, Esquire**
- **R2025-32, Appointing a Part-time Code Enforcement Officer/Zoning Officer – Barbara Van Wagner**
- **R2025-33, Appointing a Recycling Coordinator – Donald Brahn, Jr.**
- **R2025-34, Appointing an Assistant Licensed Utility Operator – Christopher Crosby**
- **R2025-35, Authorizing Procedures for Borough Tax Assessor & Borough Attorney to sign stipulations & Hire Experts in Connection with Tax Appeals**
- **R2025-36, Approving use of the Cornelius V. Kelly Community Center- Annual Users**
- **R2025-37, Approving use of the Cornelius V. Kelly Community Center- Monmouth County Traumatic Loss Coalition – St. Catharine School**

On a motion by Mr. Willms, seconded by Mrs. King, Consent Agenda Resolution No.2025-20 through R2025-37 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

Borough Clerk Gillis announced the Board of Health Board is short members and asked if anyone would be interested or if anyone knew anyone who would be interested to please apply.

RESOLUTIONS

- **R2025-38**, Authorizing Shared Service Agreement with County of Monmouth – EMS Services

Mayor Campion explained the resolution was tabled due to wording in the agreement and still needing to be clarified. The resolution is anticipated to be on the next agenda.

On a motion by Mr. Graetz, seconded by Mr. Casagrande, Resolution No. 2025-38 was tabled by the following vote:

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

- **R2025-39**, Approving the payment of the itemized claims as set forth on the December 30, 2024 bills list

On a motion by Mr. Willms, seconded by Mr. Graetz, Resolution No. 2025-39 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

Tom Martin was appointed to the Land Use Board for a 4-year term. Michael Milano was appointed as alternate member number 1, Joseph Layton as alternate member number 2, and Anna Kuntz as alternate member number 3.

Elizabeth Maricic was reappointed to the Environmental Commission.

REPORTS, NOTICES AND CORRESPONDENCE

- Spring Lake Heights Land Use Public Hearing Jan. 8, 2025, Re: 7-11 Hwy 71
- South Monmouth Regional Sewerage Authority Public Hearing Jan. 9, 2025, Re: Connection Fee
- Monmouth County Bd of County Commissioners Resolution in support of immediate adoption of Senate & Assembly Bills -Advanced Clean Trucks regulations
- NJ Water Supply Authority Public Hearing Jan 21, 2025, Re: Rate Proposal

PUBLIC COMMENT

On a motion by Mr. Graetz, 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

Ed Johnson, Executive Director of Governmental Affairs and Community Relations with Brookdale Community College, introduced himself and stated the college looks forward to working with the Borough in any way they can.

On a motion by Mr. Graetz, seconded by Mr. Willms, the public comment section was closed by the following vote:

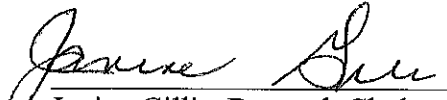
Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms

Nays: None Abstain: None Absent: Mr. Capristo

Mayor Campion wished a happy new year to all and congratulated the newly reappointed council members.

ADJOURNMENT

There being no further business, on a motion by Mrs. King, seconded by Mr. Graetz, the meeting was adjourned without objection at 7:22 p.m.


Janine Gillis, Borough Clerk

Approved  21, 2025