

The October 20, 2025 Regular Session of the Borough Council of the Borough of Spring Lake Heights, Monmouth County, New Jersey was called to order by Council President Graetz 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

Absent:

Councilman Leonard Capristo
Mayor Christopher Campion

Also attending:

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

Council President Graetz 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. Willms, the agenda was amended to add Resolution R2025-179 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. Degnan-Spang, seconded by Mr. Willms, 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 - September 20, 2025

On a motion by Mr. Casagrande, seconded by Mr. Willms, the September 20, 2025, 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

APPROVE MINUTES - October 6, 2025

On a motion by Mrs. King, seconded by Mrs. Degnan-Spang, the October 6, 2025, minutes were approved by the following vote:

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

PRESENTATIONS – None

DISCUSSION ITEMS – None

MAYOR & COUNCIL REPORTS/ANNOUNCEMENTS

Councilwoman Degnan-Spang – Ms. Degnan-Spang provided reminders for upcoming leaf, brush and bulk pickups. She also shared recreation notes including the play structures being ready for Fall Festival.

ORDINANCE INTRODUCTIONS - None

CONSENT AGENDA - None

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.

RESOLUTIONS

▪ **R2025-176**, Certifying that members of Governing Body have reviewed the annual audit for the year 2024
On a motion by Mr. Casagrande, seconded by Mrs. King, Resolution No. R2025-176 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

▪ **R2025-177**, Approve the corrective action plan for the year 2024
Mr. Barrett explained the audit process and what the corrective action plan requires.
On a motion by Mr. Willms, seconded by Mr. Casagrande, Resolution No. R2025-177 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

▪ **R2025-178**, Approving the payment of the itemized claims as set forth on October 16, 2025 bills list
On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. R2025-178 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

▪ **R2025-179**, Approving a contract addendum with the Jersey Shore Regional Health Commission acknowledging the commission's name change
On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. R2025-179 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

Mr. Barrett commented on the Best Practices Questionnaire and the Borough of Spring Lake Heights will receive all the anticipated State Aid accordingly.

ADJOURNMENT

There being no further business, on a motion by Mrs. King, seconded by Mr. Willms, the meeting was adjourned without objection at 7:16 p.m.


Janine Gillis, Borough Clerk

Approved: November 17, 2025