

The November 17, 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.

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
Alyssa Zara, 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.

AMEND AGENDA

On a motion by Mr. Casagrande, seconded by Mr. Graetz, the agenda was amended to remove Resolution R2025-179A & R2025-181 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 Mrs. Degnan-Spang, 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 - October 20, 2025

On a motion by Mr. Graetz, seconded by Mrs. Degnan-Spang, the October 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

PRESENTATIONS – Donald Brahn – Development of 100th Anniversary Committee

Donald Brahn, the borough historian, stated the incorporation of Spring Lake Heights Borough was in May of 1927. 2027 will be the 100-year anniversary of the Borough. Mr. Brahn recommended starting the process of establishing a committee and planning events to celebrate. The first step in the process is to establish the committee by resolution with representatives from the Borough Council, the First Aid Squad, the Fire Department, the Police Department as well as residents to volunteer. Mayor Campion nominated Councilman Willms, Councilwoman King and Historian Brahn to begin the committee.

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution R2025-185 was removed from the consent agenda by the following vote:

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

▪ **R2025-185**, Establishing the Spring Lake Heights 100th Anniversary Committee

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution No. R2025-185 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

DISCUSSION ITEMS – None

MAYOR & COUNCIL REPORTS/ANNOUNCEMENTS

Councilman Casagrande – Mr. Casagrande thanked all the Borough employees who worked on the Fall Festival again and stated he has received great feedback on the event. Mr. Casagrande continued with providing an update on the Kayak Launch. The report from the third-party engineer was recently received and will be reviewed by the Council next. He hopes to provide more information at the December council meeting.

Councilwoman King – Mrs. King reviewed the ordinance introduction on the agenda regarding short term rentals. She stated there are several changes including but not limited to no rental shall be shorter than seven days, no more than eight rentals a year and fee increases. She also strongly encouraged residents to contact the police if there are issues with noise or disturbances as paper records need to be on file. Mrs. King is still doing research regarding Wreck Pond and dredging.

Councilman Graetz – No report

Councilman Willms – Mr. Willms reminded that parking too close to leaf piles will make it so collection cannot happen.

Councilwoman Degnan-Spang – No report

Mayor Champion – Mayor Champion reminded that the Annual Tree Lighting event will be held December 4th at 6:00pm at Borough Hall.

PUBLIC COMMENT (Any Item)

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

Joe Schmidt, 559 Prospect Avenue, expressed his concern regarding the length of stay and frequency of short-term rentals in the proposed ordinance change. Mr. Schmidt explained experiences he had with a property near his home. Mrs. King stated residents need to call the police to assist with enforcing any issues with rentals and explained how the ordinance details a certain number of violations in a set period will result in banning rentals. Mr. Casagrande added that the ordinance is structured the way it is based on what is legally enforceable as well as comparable to other local municipalities.

Mary Zahn, 554 Prospect Avenue, questioned how owners of rentals will know about the ordinance change. Mr. Barrett responded that renters would receive information when they apply for certificate of inspections. Mayor Champion asked for residents to also inquire if properties have certificates of inspection if they see frequent rentals somewhere.

Kristen Gillies, 615 Essex Avenue, requested the changes be communicated with the police. She expressed frustration with previous experiences. Mrs. King clarified that the experiences were with the Shore Club. Ms. Gillies confirmed. Mayor Champion and Mr. Barrett reassured her that Chief Gunnell will thoroughly communicate with the Police Department and if there are any issues, please contact the Chief directly.

Joan Brady, 600 Essex Avenue, stated her concerns and frustrations with businesses in town with disturbances such as loud music and would like the rules to apply to businesses as well as the short-term rentals. Mr. Casagrande stated that outdoor music is applied for and granted by the governing body. If there are issues calls should be made to the police, the Mayor believes businesses need to be good neighbors as well.

Rosemarie Schmidt, 559 Prospect Avenue, asked what days of the week the seven days are required to be. Mrs. King stated that there are no mandated days of the week. Mr. Barrett clarified that inspections are still required between renters and to call the police and code enforcement if there are issues. Mr. Barrett offered for any resident to contact him as well at any time. Mrs. King continued to answer more questions Mrs. Schmidt asked regarding short term rentals.

Mayor Campion asked the council what they thought about changing the noise ordinance from 11:00 pm to 10:00pm. He stated he thought 11:00 pm is too late and to consider 10:00 pm instead. The council verbally agreed and Mrs. King will update the legislation in the new year.

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

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

Nays: None Abstain: None Absent: Mr. Capristo

SCHEDULED PUBLIC HEARINGS - None

REPORTS, NOTICES & CORRESPONDENCE

- Independent Fire Co. No. 1 Monthly Report – October 2025
- Spring Lake First Aid Squad Monthly Report – October 2025
- Spring Lake Heights Zoning Report – October 2025
- 11/7/25 Letter from South Monmouth Regional Sewerage Authority Re: 2026 Sewer Use Service Rates

ORDINANCE INTRODUCTIONS

- **Ordinance 2025-17** An Ordinance regulating short-term rental of residential units within the borough

On a motion by Mr. Willms, seconded by Mr. Graetz, the ordinance was introduced by the following vote:

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

Nays: None Abstain: None Absent: Mr. Capristo

The public hearing will be on Monday, December 15, 2025.

CONSENT AGENDA - Resolutions R2025-179A to R2025-185

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.

- ~~R2025-179A, Council opposing the closure, relocation of Monmouth Medical Center Hospital in Long Branch~~
- **R2025-180**, Establishing the 2026 reorganization meeting date
- ~~R2025-181, Approving the addition of June 19th & September 11th as borough holidays~~
- **R2025-182**, Authorizing the renewal of a shared service agreement with Wall Twp. for leaf collection
- **R2025-183**, Authorizing the execution of an agreement with County of Monmouth for Special Citizens Area Transportation (SCAT)
- **R2025-184**, Accepting the performance bond Fernandes Construction -Ocean Road Improvements
- **R2025-185**, Establishing the Spring Lake Heights 100th Anniversary Committee

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

- **R2025-186**, Approving a Place to Place Transfer for Spring Lake Banquet Operations

On a motion by Mr. Graetz, seconded by Mr. Willms, Resolution No. R2025-186 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

- **R2025-187**, Approving a change order #1(final) for the Sixth Ave. Improvements Project increasing the contract with Fernandes Construction by \$30,185.85 to a revised contract price of \$315,212.68

On a motion by Mrs. King, seconded by Mr. Willms, Resolution No. R2025-187 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

- **R2025-188**, Authorizing release of designated performance bond and retainage and accepting the designated maintenance bond for the Sixth Ave improvement project provided by Fernandes Construction

On a motion by Mrs. King, seconded by Mr. Willms, Resolution No. R2025-188 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

- **R2025-189**, Approving the payment of the itemized claims as set forth on the October 29, 2025 bills list

On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. R2025-189 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

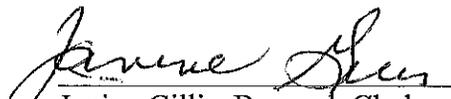
- **R2025-190**, Approving the payment of the itemized claims as set forth on the November 14, 2025 bills list

On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. R2025-190 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

ADJOURNMENT

There being no further business, on a motion by Mrs. King, seconded by Mr. Graetz, the meeting was adjourned without objection at 7:55 p.m.


Janine Gillis, Borough Clerk

Approved:  December 15, 2025