

The January 5, 2026 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 4, 2025 ELECTION DETERMINATION**

Borough Clerk Janine Gillis read the Statement of the November 4, 2025, Election Determination into the record.

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

Borough Council (3 Year Term expires 12/31/2028)..... William Graetz  
Borough Council (3 Year Term expires 12/31/2028).....Dayton Lonsdale

**ROLL CALL**

Present:

Councilman Leonard Capristo  
Councilman John Casagrande  
Councilwoman Michele Degnan-Spang  
Councilman William Graetz  
Councilwoman Sara King  
Councilman Dayton Lonsdale  
Mayor Christopher Campion

Absent:

Also attending:

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

Mayor Campion asked for a moment of silence in memory of longtime resident & environmental enthusiasts, Nancy Maclearie. He added Nancy had served on both the Environmental Commission and the Land use Board for 15 years.

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**

- **R2026-01**, Establishing Procedure for election of Council President

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution No. 2026-01 was approved by the following vote:

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

- **R2026-02**, Selecting Council Member to serve as President of the Council for 2026

Councilwoman Degnan-Spang nominated Councilman William Graetz as Council President, Seconded by Councilman Casagrande. There were no other nominations.

On a motion by Mrs. Degnan-Spang, seconded by Mr. Casagrande Resolution No. 2026-02 was approved by the following vote:

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

- **R2026-03**, Establishing Council Committees & Appointing Committee Chairs for 2026

The only change to council committees is replacing Councilman Lonsdale for previous Councilman Willms spot. Councilman Casagrande - Finance, Councilman King – Grants and Legislation, Councilman Capristo - Recreation, Councilman Graetz - Public Safety, Councilman Lonsdale - Public Works, Building and Grounds, Councilwoman Degnan-Spang – Water-Sewer Utility.

On a motion by Mr. Capristo, seconded by Mr. Casagrande, Resolution No. 2026-03 was approved by the following vote:

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

- **R2026-04**, Appointing Planning Board – Class 3 Member (1year term expires 12/31/2026)

Councilwoman Degnan-Spang declined the renewal nomination due to conflicts of interest. Councilman Casagrande nominated Councilman Lonsdale, Seconded by Councilman Graetz. There were no other nominations.

On a motion by Mrs. King, seconded by Mr. Casagrande, Resolution No. 2026-04 has amended was approved by the following vote:

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

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

- **R2026-05**, Appointing and Awarding a Contract for Borough Attorney- Michael Collins, King, Moench & Collins

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2026-05 was approved by the following vote:

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

- **R2026-06**, Awarding a Contract for Audit Services – Suplee, Clooney & Company

On a motion by Mr. King, seconded by Mr. Graetz, Resolution No. 2026-06 was approved by the following vote:

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

- **R2026-07**, Awarding a Contract for Legal Services - Labor Attorney – Bruce Padula, Padula Law Group

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2026-07 was approved by the following vote:

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

- **R2026-08**, Awarding a Contract for Legal Services - Tax Appeal Attorney – Lani Lombardi, Cleary, Giacobbe, Alfieri, Jacobs LLC

On a motion by Mrs. King, seconded by Mr. Casagrande, Resolution No. 2026-08 was approved by the following vote:

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

- **R2026-09**, Awarding a Contract for Legal Services – Financial Advisor – Phoenix Advisors, LLC

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution No. 2026-09 was approved by the following vote:

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

- **R2026-10**, Awarding a Contract for Legal Services – Bond Counsel – Archer & Greiner PC

On a motion by Mr. Casagrande, seconded by Mrs. King, Resolution No. 2026-10 was approved by the following vote:

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

- **R2026-11**, Awarding a Contract Professional Services - Borough Planner- Jennifer Beahm, Leon S. Avakian, Inc

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2026-11 was approved by the following vote:

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

- **R2026-12**, Awarding a Contract – Professional Services - Financial Reporting/Accounting Services – PM Consultants, LLC

On a motion by Mr. Graetz, seconded by Mrs. Degnan-Spang, Resolution No. 2026-12 was approved by the following vote:

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

- **R2026-13**, Awarding a Contract – Professional Services - Administration Services– PM Consultants, LLC

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution No. 2026-13 was approved by the following vote:

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

- **R2026-14**, Awarding a Contract – Professional Services - QPA Services – PM Consultants, LLC

On a motion by Mr. Graetz, seconded by Mr. Casagrande, Resolution No. 2026-14 was approved by the following vote:

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

- **R2026-15**, Awarding a Contract – Professional Services – Special Water-Sewer Engineer- H2M Associates

On a motion by Mr. Graetz, seconded by Mrs. Degnan-Spang, Resolution No. 2026-15 was approved by the following vote:

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

- **R2026-16**, Awarding a Contract – Emergency Water-Sewer Repair Services- Mark Woszczak Mechanical Contractors

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2026-16 was approved by the following vote:

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

- **R2026-17**, Awarding a Contract for Legal Services – COAH-Fair Housing Attorney – Andrew Bayer, Pashman, Stein, Walder, Hayden, P.C.

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution No. 2026-17 was approved by the following vote:

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

- **R2026-18**, Awarding a Contract Legal Services for Russell M. Finestein, Esquire, Finestein & Malloy LLC

On a motion by Mrs. King, seconded by Mr. Graetz, Resolution No. 2026-18 was approved by the following vote:

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

- **R2026-19**, Appoint a Borough Engineer – Joseph May

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2026-19 was approved by the following vote:

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

**CONSENT AGENDA - Resolutions R2026-20 TO R2026-34**

*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.*

- **R2026-20**, Designating Official Newspapers
- **R2026-21**, Establishing Meeting Schedule
- **R2026-22**, Adopting Cash Management Plan
- **R2026-23**, Fixing the rate of interest on delinquent taxes & water-sewer accounts, cancelling balances under \$10.00 & establishing a returned check fee
- **R2026-24**, Adopting 2026 Temporary Budget
- **R2026-25**, Designating Various Borough Officials
- **R2026-26**, Appointing an Assistant Borough Administrator – Janine Gillis
- **R2026-27**, Appointing a Deputy Clerk – Megan Kass
- **R2026-28**, Appointing a Borough Prosecutor - James D. Carton, IV, Esquire
- **R2026-29**, Appointing a Borough Public Defender- Charles F. Shaw, III, Esquire
- **R2026-30**, Appointing a Part-time Code Enforcement Officer/Zoning Officer – Barbara Van Wagner
- **R2026-31**, Appointing a Recycling Coordinator – Donald Brahn, Jr.
- **R2026-32**, Appointing an Assistant Licensed Utility Operator – Christopher Crosby
- **R2026-33**, Authorizing Procedures for Borough Tax Assessor & Borough Attorney to sign stipulations & Hire Experts in Connection with Tax Appeals
- **R2026-34**, Approving use of the Cornelius V. Kelly Community Center- Annual User

On a motion by Mr. Graetz, seconded by Mrs. King, Consent Agenda Resolution No.2026-20 through R2026-34 were approved by the following vote:

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

## RESOLUTIONS

- **R2026-35**, Confirming appointment of part time office assistant

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. 2026-35 was tabled by the following vote:

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

- **R2026-36**, Approving the payment of the itemized claims as set forth on the December 30, 2025 bills list

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution No. 2026-36 was approved by the following vote:

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

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

- Land Use Board & Environmental Commission  
Mayor Campion made the following appointments:

### Land Use Board:

Michael Milano was appointed to the Land Use Board - 4-year term.

Richard Thumann was appointed as the Environmental Commission Representative - 1 year term

Joseph Layton was moved up to Alternate #1 – 2 year term

Anna Kuntz was moved to Alternate #2 -unexpired 1 year term

### Environmental Commission

Gaylen Nolan was reappointed to the Environmental Commission – 3 year term

Karen Burke was appointed to the Environmental Commission – 3 year term

Janine Gillis appointed Megan Kass - Deputy Registrar.

## REPORTS, NOTICES AND CORRESPONDENCE

- Spring Lake Heights Municipal Court Monthly Report – November
- Borough of Farmingdale Resolution Re: Opposing S-4736
- NJ Water Supply Authority Public Notice Meeting Jan. 8, 2026 Re: Rate Proposal
- South Monmouth Regional Sewerage Authority Public Notice Jan. 14, 2026 Re: Amendments to Fees

## PUBLIC COMMENT

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

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

Gaylen Nolan, 1022 Allaire Road, questioned the tree lighting at Joseph E. Robertson Park. Mr.

Capristo responded to Ms. Nolan that the lights are new, and they are working on a schedule and use for holidays. Ms. Nolan asked for the lights could be tipped up more to not reflect into her house as much. Mr. May stated that it would be addressed.

Karen Burke, 606 Shore Road, requested an update regarding the kayak launch removal. Mayor Campion and Mr. Barrett explained the process of properly removing the kayak launch, dismantling it as to not damage it, and how they are working to undo the grant funding. Ms. Burke thanked Mrs. King for her efforts.

Kerry Murray, 710 Shore Road, asked regarding the engineering service that did the kayak launch, why are they being appointed? Mayor Campion responded that they aren't the appointment is a different firm. Ms. Murray also questioned the positions of administrator, financial officer, and qualified purchasing agent. Mayor Campion responded that the current situation is financially beneficial to the Borough vs. all full-time positions.

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

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

### **MAYOR & COUNCIL REPORTS/ANNOUNCEMENTS**

Councilman Capristo – Mr. Capristo thanked the businesses in the Borough that donated prizes to the Christmas house decorating contest and encouraged residents to support those businesses in return. He also mentioned the spring recreation programs will be coming in the following months and please watch for announcements.

Councilman Casagrande – Mr. Casagrande wished all a happy New Year, thanked Mr. Graetz for his service on council and as council president and welcomed Dayton Lonsdale to the council.

Councilwoman King – Mrs. King echoed the New Years wishes and welcoming Mr. Lonsdale to council. She also stated she will continue to work on the ordinance updates this year.

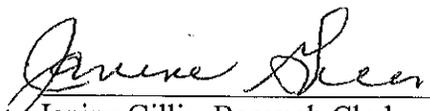
Councilman Graetz- Mr. Graetz stated his gratitude for being reelected to council and thanked the Police Department and the Fire Department.

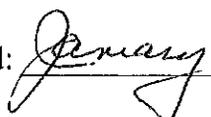
Councilwoman Degnan-Spang – Ms. Degnan-Spang welcomed Mr. Lonsdale and welcomed back Mr. Graetz. She provided an update regarding a salty taste to the Borough water supply coming from the Manasquan Reservoir and how the Borough is combating this with using more water from their wells. She also provided more public works updates. Ms. Degnan-Spang spoke about Nancy Mclearie's passing and her legacy for being part of Spring Lake Heights.

Councilman Lonsdale – Mr. Lonsdale expressed his excitement for serving the community and joining the Borough Council.

Mayor Campion – Mr. Campion thanked the emergency services for all their hard work and thanked everyone for their efforts during the last snowstorm. He welcomed Mr. Lonsdale and Mr. Graetz to the Borough Council and thanked residents for coming out and being involved.

There being no further business, on a motion by Mrs. King, seconded by Mr. Graetz, the meeting was adjourned without objection at 7:33 p.m.

  
Janine Gillis, Borough Clerk

Approved:  20, 2026