

**The December 15, 2025 Executive Session** of the Borough Council of the Borough of Spring Lake Heights, Monmouth County, New Jersey was called to order by Mayor Campion at 6:30 p.m. in the Frank E. Adams Municipal Building.

**ROLL CALL**

Present:

Councilman John Casagrande  
Councilwoman Michele Degnan-Spang  
Councilman William Graetz  
Councilwoman Sara King  
Mayor Christopher Campion

Absent:

Councilman Leonard Capristo  
Councilman Christopher Willms

Also attending:

John Barrett, Borough Administrator  
Michael 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.

Mayor Campion announced the resolution into the record.

- **R2025-191**, Resolution of the Borough Council to Enter into Executive Session

**WHEREAS**, the Open Public Meetings Act provides that the Borough Council may enter into Executive Session to discuss matters that are of a confidential nature, pursuant to N.J.S.A. 10:4-12; and

**WHEREAS**, it is recommended by the Borough Attorney and Borough Administrator that the Borough Council enter into Executive Session to discuss matters set forth hereinafter which are permissible for discussion in Executive Session.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Spring Lake Heights, County of Monmouth, State of New Jersey that the Borough Council shall enter into Executive Session to discuss the following matters:

Code Enforcement Matter – ATOD December 2025  
Kayak Launch Matter – ATOD December 2025

**BE IT FURTHER RESOLVED** that the minutes of the Executive Session shall be released to the public when the need for confidentiality no longer exists, with an estimate of the circumstances and/or time for public disclosure provided in the above-listed anticipated times of decision (“ATOD”).

On a motion by Mrs. King, seconded by Mr. Casagrande, Resolution No. **R2025-191** was approved by the following vote:

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

Nays: None      Abstain: None      Absent: Mr. Capristo, Mr. Willms

There being no further business, on a motion Mrs. King, seconded by Mr. Casagrande, the executive session was adjourned without objection at 7:00 p.m.

**The December 15, 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  
Michael 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.

### **APPROVE AGENDA**

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

### **APPROVE MINUTES - November 17, 2025**

On a motion by Mrs. Degnan-Spang, seconded by Mr. Casagrande, the November 17, 2025 minutes 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

### **PRESENTATIONS – Proclamation -Girl Scouts Troop # 1684**

Mayor Campion read the proclamation congratulating the Girl Scout Troop #1684 on their Bronze Award, the highest award that a Junior Girl Scout can earn. Proclamations were presented to each scout.

### **DISCUSSION ITEMS – None**

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

Councilwoman Degnan-Spang – No report

Councilman Willms – Mr. Willms thanked the Public Works team for their work clearing the streets during the snowstorm.

Councilman Graetz- Mr. Graetz thanked Public Works, the Police Department and the Fire Department for all their efforts with the snowstorm including responding to downed power lines.

Councilwoman King – Mrs. King mentioned Land Use ordinances she and Mrs. Eilenberger are working on updating and thanked Mrs. Eilenberger for all her time and effort. Mrs. King hopes to introduce the ordinance changes in the new year. Mrs. Eilenberger presented a list to the Council of the changes they are working on. Mrs. King wished everyone a Merry Christmas and a Happy New Year.

Councilman Casagrande – Mr. Casagrande echoed the appreciation for Public Works and the Police during the snowstorm. Mr. Casagrande continued with acknowledging Mr. Willms for his time on Borough Council and all he has contributed. He thanked Mr. Willms for his knowledge of code enforcement and all his assistance throughout his tenure Mr. Casagrande moved on to provide a summary of the engineering firm findings with the Shore Road Kayak Launch project and the council recommends removing the launch for now. The project may be revisited in 2026 taking more into consideration and improvements. On the finance side, Mr. Casagrande reviewed the budget transfer that happens annually as well as emergency health care appropriations.

Mayor Campion – Mr. Campion thanked Mr. Willms for his service and welcomed Mr. Dayton Lonsdale as the new council member.

## **PUBLIC COMMENT (Any Item)**

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

Police Chief Ed Gunnell – Chief Gunnell thanked Mr. Willms for his time on council and for all he did for volunteers and emergency first responders. Chief Gunnell expanded on how it is incredibly helpful that council members are volunteers and understand the challenges.

Karen Burke, 606 Shore Road, thanked the council for their hard work and for working with the residents on the Kayak Launch. Mayor Campion stated that the project will be revisited in 2026.

Kerry Murray, 710 Shore Road, reiterated the sentiment of appreciation and desire for the residents of Shore Road to be involved as Ms. Burke.

Gaylen Nolan, 1022 Allaire Road, reminded the Council of the Environmental Commission and the members who could be helpful in the Shore Road project.

Police Chief Ed Gunnell – Chief Gunnell explained the situations around town from the snowstorm including a vehicle accident with a broken fire hydrants, downed power lines and power outages, as well as a snowplow engine fire and how the events could have delayed plowing around town. Mr. Barrett expanded adding that the hydrant replacement will be taken care of by insurance, it was an old hydrant that needed to be replaced anyway.

On a motion by Mr. Casagrande, seconded by 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

## **SCHEDULED PUBLIC HEARINGS –**

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

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

Joseph Schmidt, 559 Prospect Avenue, expressed his deep concern that short-term rentals will overflow from Spring Lake into Spring Lake Heights due to the allowance of eight rentals vs. Spring Lake's four rentals. Mr. Schmidt would like Spring Lake Heights to mirror the same requirements as Spring Lake.

Gil Garbini, 553 Prospect Avenue, echoed concern regarding the eight short-term rental allowance and feels it is too many for summer weekends. Mr. Garbini also stated he doesn't feel it should be the residents' problem to pay attention if short-term rentals comply with the rules. He asked the Council to consider in what direction they would like to see the town move and to consider making the rules more restrictive.

Leonard Marshall, 609 Prospect Avenue, stated he moved to Spring Lake Heights to live in more of a town and less of a transient area. He hopes Council will consider making the rentals more restrictive to enhance the town and not encourage transient turnover.

Nicholas Perone, 558 Ocean Road, described his experience with having a short-term rental near his property that led to stress and uncertainty every weekend and would like council to restrict short-term rentals.

Rite Zarabara, 504 Seventh Avenue, questioned how the short-term rentals would be enforced. Mayor Campion explained that it would be the same as other ordinances and would be from Code Enforcement and the Police Department. He also encouraged residents to report situations to the correct authorities.

Attorney Michael Collins expanded on how the ordinance proposed came to be derived. He also stated the Borough should provide the ordinance to rental companies like Airbnb so it can be added to their systems. He encouraged this ordinance to be passed to put some regulations on the books rather than having nothing, this ordinance can be revised to become more restrictive in the future. He also stated that there is a constitutional right to rent and for council to keep that in mind on restrictions and it may create a legal issue.

Elizabeth Dowling, 562 Prospect Avenue, expressed her concern that Spring Lake and Spring Lake Heights share a zip code and can cause confusion on where people are renting. She would also like to see more restrictive time on the short-term rentals.

Peter Jenczelewska, 605 Mercer Avenue, expressed his concern regarding the limitation of short-term rentals. He believes that the limitations punish reasonable homeowners that do short-term rentals. He stated other ways rentals can be regulated to prevent issues. He asked Council to reconsider the restrictions proposed.

On a motion by Mr. Casagrande, seconded by 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

Mr. Casagrande thanked everyone who brought issues to the Council and stated he thinks the Council responded in good time with a well-prepared ordinance. He continued to recap that the ordinance reduces the rental time available from 100% to 15%, from 52 weeks to 8 weeks. He also stated the ordinance was constructed with defensibility in mind to not be continually challenged. He offered that it can be amended in the future should it not work properly. Mr. Casagrande is in favor of passing the ordinance.

Mrs. King reviewed the work she put into researching other local municipalities' restrictions and how the proposed ordinance came to be. She also stated her support for this ordinance, how residents need to support the enforcement with reporting situations, and how it can be addressed again in the future if more restrictions are needed.

Mrs. Degnan-Spang questioned if there is more enforcement that could be done on Prospect Avenue to assist with the major complaints and repeat offenders. Mrs. King responded that if a property received more than three offenses and/or complaints, the short-term license will be revoked and rentals no longer permitted. Mrs. Degnan-Spang stated her support for the ordinance as to have something on the books.

Mayor Campion stated his opinion on the ordinance and support for having restrictions going into the new year. He also reminded that he does not vote on the ordinance.

On a motion by Mrs. King, seconded Mr. Casagrande, **Ordinance 2025-17** 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 Heights Police Monthly Report – October & November 2025
- Independent Fire Co. No. 1 Monthly Report – November 2025
- Spring Lake Heights Municipal Court Monthly Report – October 2025
- Spring Lake First Aid Squad Monthly Report – November 2025
- Spring Lake Heights Zoning Report – November 2025

## **ORDINANCE INTRODUCTIONS - None**

## **CONSENT AGENDA Resolutions R2025-192 to R2025-195**

*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.*

- **R2025-192**, Approving designated membership in Independent Fire Co. No. 1 – Patrick Solinski-Junior Membership
- **R2023-193**, Requesting approval from the Director of Local Government Services to establish a dedicated trust by rider for Sidewalk Trust Fund
- **R2023-194**, Requesting approval from the Director of Local Government Services to establish a dedicated trust by rider for Tree Replacement Fund
- **R2025-195**, Authorizing the transfer of 2025 Municipal Budget Appropriations

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

- **R2025-196**, Authorizing an emergency appropriation - employee group insurance (pursuant to NJSA 40A:4-46 et seq)

On a motion by Mr. Graetz, seconded by Mrs. King, Resolution No. R2025-196 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

- **R2025-197**, Approving the payment of the itemized claims as set forth on the November 26, 2025 bills list

On a motion by Mr. Casagrande, seconded by Mr. Willms, Resolution No. R2025-197 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

- **R2025-198**, Approving the payment of the itemized claims as set forth on the December 12, 2025 bills list

On a motion by Mr. Casagrande, seconded by Mr. Graetz, Resolution No. R2025-198 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

- **R2025-199**, Authorizing the Borough Administrator to facilitate the removal and appropriate disposition of the kayak launch

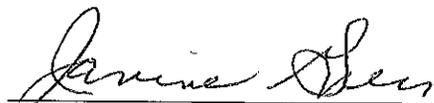
On a motion by Mr. Casagrande, seconded by Mrs. King, Resolution No. R2025-199 was approved by the following vote:

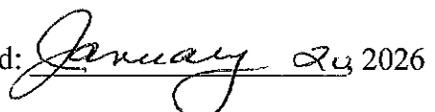
Ayes: Mr. Casagrande, Mrs. Degnan-Spang, Mr. Graetz, Mrs. King, Mr. Willms  
Nays: None Abstain: None Absent: Mr. Capristo

Mr. Willms thanked the Council and administration for their continuous support throughout his time on Council.

## ADJOURNMENT

There being no further business, on a motion by Mr. Willms, seconded by Mr. Casagrande, the meeting was adjourned without objection at 8:10 p.m.

  
Janine Gillis, Borough Clerk

Approved:  2026