

Pursuant to the Open Public Meetings Act PL 1975 c231 of the State of New Jersey, adequate notice of this meeting was provided by publication in The Press and is posted on the bulletin board at City Hall. The Common Council of the City of Corbin City reserves the right to consider, discuss and/or take formal action upon Resolutions or Ordinances not appearing on the printed agenda.

Mrs. Foster called the meeting to order at 6:00pm.

Flag Salute: all stand.

Clerk called roll:

Members present: Mayor McGowan, Mrs. Turner, Mrs. Foster and Mr. Russell.

Members absent: Mr. Collins

- **Recording system:** Ron Di Maria from Office Business Systems gave a demonstration on the FTR Digital Recording Software. The quote was submitted on January 12, 2017 in the amount of \$2,385.00. The company has been in business for 52 years and serves many municipalities, court offices, police and fire. Ron assures the city there will be complete training and on call services. They are based out of Millville and can be here quickly if needed. They support the systems and have many licensed technicians for everything. We use continue to use our microphones and large channel mixer to help keep costs down. The lap top and the USB mixer (adaptor) are included in the price quoted. The lap top includes wireless mouse, Microsoft Word, and Windows 10. He has included enough ram speed to work with windows 10 and the software. The Mayor asked if the software will transcribe the minutes. Ron explained with all the microphones picking up all conversations it would be very difficult for the software to do that; even with voice recognition you would need that for each individual person. It ends up causing more problems than solving anything. Mrs. Foster asked what is the security on it and how is it backed up. Ron commented there is 2 ways to backup; one being networked with another computer or use a USB drive. Also, included in the price is a foot pedal which makes is easier for transcription. Mrs. Foster asked if this lap top can also be used for the electronic sign. Ron replied yes and that he put a lot of space on it for overtime we would not need to add anything. He suggested we find out how much space the sign will use because there could be the need to add more ram. The Mayor asked about a new mixer for the input and Ron commented it would be about a third of the size of the present mixer.
- **Tree removal at city hall:** Mrs. Foster stated we had our JIF inspection today and the inspector noticed that tree and suggested we take care of it. Mrs. Turner will contact Robert Brown Tree Service to get a quote to remove the dead tree on the front left corner of the property.
- **Bushes and fence removed from city hall:** Mrs. Turner stated we had discussed this about a year ago, but no action was taken. The fencing is all rusted and decayed. She suggested removing the fencing and bushes, having it graded and planting grass seed. She estimates it should cost about \$350 to \$500. Mrs. Foster commented the building/grounds funds are already somewhat committed to other projects. It was suggested that we hold off at this time due to the lack of funds.

- **Parking at Railroad Park to be fixed:** This is an ongoing problem with the gravel lot and 4 wheelers riding around in there. We have had Bill Weaver rake it out a number of times. Mrs. Turner stated it is really bad at this time and suggested her husband drag the gravel out to smooth it and see if the gravel will come back up because the gravel is in bedded into the dirt. Mrs. Foster commented the DOT put the foundation for the bridge tenders house in today. The DOT cut the chain to get in but did say they would have it repaired when they are finished. The construction official will inspect the foundation on Wednesday but the bridge tenders house will not be delivered until the bridge work is complete; possibly July or August.
- **Sign for Railroad Park:** some of the issue is the naming the park. A couple of suggestions were given. Mrs. Turner feels there really needs to be a sign there. Mrs. Turner and Mayor McGowan will research a 2-sided sign for the roadway.
- **Camera for City Hall:** Mrs. Turner suggested a camera for city hall and should have a metal partition for the clerk's desk for protection. Mr. Russell said there is ballistic material (not metal) that you can line the wall with it. He also, suggested we get ballistic glass that will fit over the glass presently in city hall. Mrs. Turner comment technically the present glass will not protect anyone in city hall and the partition could easily be knocked down. Mrs. Turner feels we should invest in the camera for city hall, so we can actually see who is coming into the building and replacing the glass for safety purposes. The Mayor asked if the camera will be recording. Mr. Russell commented we could use a home system like simply safe could work.
- **Camera for the Railroad Park:** The installation of signage stating property under surveillance will be posted. Looking into Home Depot for the purchase of the camera and signage.
- **Choose dates for Movie Night:** The Movie Night will be held on Friday May 19th with a rain date of May 20th. Flyers will be distributed; it will be placed on the marquee and web page. Gina Kauffmann spoke to a billboard guy who was replacing one of the nearby billboards and asked if the city could have the white plastic he was removing. They now use plastic instead of cardboard which would be great for our Movie Night, and it's free! He will be dropping off the plastic material in the near future.
- **Opening date for Railroad Park:** the railroad park is now open.
- **Beach Cleanup:** Mrs. Turner suggested getting a committee to clean up the beach. Raking, weeds pulling and the pier needs to be power washed. We are coordinating the clean-up with the dumpster weekend for easy disposal. The beach clean-up will be held on June 3, 2017.
- **Adopt a Road Program in Newsletter:** The city has roads that need to be attended to; like picking up trash. We will be asking for volunteers for this program on the web page and in the newsletter. Mrs. Foster suggested getting some safety money as an incentive for volunteers.

- **Cyber Report:** Mrs. Foster commented on the cyber security assessment report from JIF; we have a lot of red. Mrs. Foster explained we can use the cities EPL funds of \$725.00 for any technical support needed. She stated some of the problem is the city has a simple g-mail account. There will be webinars from JIF to follow in the future to help us do some of the work ourselves.
- **Wellness Program for 2017:** Mrs. Foster stated we are going to try and have a combined Health Fair with Estell Manor. We are allotted \$275.00 from JIF each municipality. We are planning on having a dietitian and some of the other health representatives we had last year. More information to follow. It will be held on Wednesday, June 21st.
- **Historical Society:** The Mayor had a conversation with Judy Rogers regarding a Historic Designation for Main Street. There is also an interest in getting a survey done for the residents of Main Street to see if they are interested in having one. It was also suggested for Judy Rogers to do a presentation on the designation. The Mayor suggested organizing the historic records in books and display them in city hall. He also suggested the surplus funds from the school board could be used to set up a leadership fund for the children of Corbin City. Mrs. Turner suggested the funds could be also used for an Historic Scholarship or adding to the playground equipment.

Privileges of the Floor:

Open: Motion: Mrs. Turner and seconded by: Mrs. Foster

Public Comment: Matthew Kane of 301 Route 50 asked why a local vendor was not asked to present a quote for the purchase of the electronic sign.

Close: Motion: Mrs. Turner and seconded by: Mrs. Foster

Motion to adjourn:

Motion by Mrs. Turner and seconded by Mrs. Foster at 8:10pm.

RCV: all ayes

Respectfully submitted,

Joanne Siedlecki, RMC, CMR

Michael McGowan, Mayor

Corbin City
Council Workshop Meeting Minutes
March 20, 2017