

STILLWATER TOWNSHIP COMMUNICATION COMMITTEE

MEETING MINUTES

January 21, 2020 – Town Hall – 7:00 PM

PRESENT: Park Members Vanessa Barvels and Barb Stahlmann. Newsletter Editor Kimberly Cole and Deputy Clerk Barbara Riehle.

REGULAR MEETING

1. **AGENDA** – Moved to adopt the agenda as written. Barvels/Cole M/S/P (3 ayes)
2. **MINUTES** – Moved to approve 05/21/19 meeting minutes as written. Cole/Barvels M/S/P (3 ayes)

3. **NEWSLETTER**

The following Ideas for the newsletter were discussed:

- **Presidential Primary Election** – March 3, 2020. This election will be different in that voters will need to declare a party. Further information can be found on the Secretary of State’s website. Link ballots and add poll hours.
- **Annual Meeting** – March 10, 2020. Print copies will be mailed this edition. An electronic version will be available first online at our township website. Social media applications will also have information linked.
- **Proposed Levy** – Information will be available for the newsletter following the February 13th Town Board meeting.
- **Feedback** – None reported.
- **Social Media** – Information from Washington County is shared and any pertinent information coming from our Police Chief, Clerks or Committees. Our newsletter Editor, Kimberly Cole has been in contact with Nextdoor (agencies) because the mapping geography is incorrect. In order to have this corrected we need to provide them with “shapes” navigational coordinates so that this can be updated. Kimberly is also working with our Planner and will follow up with her.
- **Content** –
 1. News from Star Tribune that one of our School District 834 closed schools; there are discussions to reopen one school.
 2. We still have Township hats available in four colors for \$15 each.
 3. Plowing – For safety purposes the county requests that snow is not pushed to the other side of the roads as this causes ice on the roads.
 4. Mailboxes – Obtain Information through Washington County on where to get “swing-away style” design. Possible fees and/or discounts?
- **Gravel Pit meeting** – Check with Clerk Kathy Schmoeckel for updates.

- Recycling Insert – Grant funding received through Washington County requires us to put out a publication a few times a year that promotes recycling in various ways. We will look into when this requirement has been fulfilled. Yearly?
- Open Seats – Both the Park Committee and the Planning Commission are seeking residents that have interest in serving their community. Interested individuals are encouraged to fill out an application which can be obtained from our website online. Individuals can also contact our Clerk Kathy Schmoeckel or our Deputy Clerk Barbara Riehle for further information.
- Spring Clean Up – The 2020 Spring Clean Up Day TBD (Saturday in May from 9am-12pm) Maroney's will be contacted to see if a date has already been set.
- Hit Mailboxes – The Newsletter will be scheduled to hit mailboxes by the end of February prior to the Presidential Primary.
- Discussion of Ideas -

4. WEBSITE

- Website Updates/Pictures – Ongoing on an as needed basis.

5. OTHER BUSINESS/NEW BUSINESS

- ❖ Google Analytics – Deputy Clerk Barbara Riehle will work on the 2019 reporting data for our annual meeting.
- ❖ PowerPoint for Annual Meeting/Reporting – Park Member Vanessa Barvels will put together PowerPoint slides for the Annual Meeting. Deputy Clerk Barbara Riehle will likely do the reporting during the meeting.

6. NEXT MEETING – May 2020

7. ADJOURNMENT – The meeting was adjourned at 7:45 PM.

Submitted by: Deputy Clerk Barbara Riehle