

STILLWATER TOWNSHIP COMMUNICATION COMMITTEE MEETING MINUTES

June 30, 2020 – via Zoom – 7:00 PM

PRESENT: Town Board Supervisor Liaison Chair Mike McMahon, Supervisor Sheila-Marie Untiedt, Park Member Vanessa Barvels, Clerk Kathy Schmoeckel, Newsletter Editor Kimberly Cole and Deputy Clerk Barbara Riehle.

REGULAR MEETING via Zoom

1. **AGENDA** – Moved to adopt the agenda as written. M/S/P Schmoeckel/Cole
2. **MINUTES** – Moved to approve 01-21-2020 meeting minutes as written.
M/S/P Cole/Schmoeckel

3. **NEWSLETTER**

The following Ideas for the newsletter were discussed:

- **Primary Election** – August 11, 2020. Clerk Kathy Schmoeckel noted it would be a good idea to encourage voters to consider voting an absentee ballot to avoid long lines and social distancing rules. She noted at clerk training that Washington County already had a high number of 12,000 absentee ballot applications. Information can be linked to Washington County or the Secretary of State websites such as www.mnvoters.org. Also, there are no restrictions to vote absentee. No news for the November election at this time; but encourage absentee in November as well. Washington County predicted only a 10% voter turn out which is very low. We will be planning for social distancing. The ballot will contain voting for Congress, Senate, School Board, Statewide and Local Offices.
There are three Town Board Supervisor seats up for re-election (Sheila-Marie Untiedt, Rod Hunter and Tim Sinclair) Applications will need to be received between July 28 - August 11 by 5 o'clock pm. Interested individuals should contact Clerk Kathy Schmoeckel.
- **Feedback** – Kimberly Cole reported that someone reported through Facebook about dumping fish carcasses on his property. They were encouraged to talk to our Police Chief Steve Nelson.
- **Social Media** –Any pertinent information and seasonally appropriate information that comes from our Police Chief, Clerks or Committees are shared. Our newsletter Editor, Kimberly Cole continues to be in contact with Nextdoor (agency) because the mapping geography/boundaries are not accurate and need adjustment. Kimberly will reach out to our new Planner regarding a GIS map.
- **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 have been looking for a Coordinator. Newsletter Editor Kimberly Cole is interested in doing this as well as the Newsletter. There is not a job description. We will compensate

separately for work done on the insert similarly to the newsletter. Clerk Kathy Schmoeckel will connect with our Treasurer Marsha Olson for past rate and compensation details. She will submit a separate invoice for work on the recycling insert. Details will be worked out.

- Paint Town Hall – We are still looking for someone to paint the town hall prior to October 2020. The individual needs to have both Liability and Worker’s Compensation insurance and submit a quote. Contact Clerk Kathy Schmoeckel.
- Spring Clean Up cancelled – The 2020 Spring Clean Up Day was cancelled this year due to Covid-19; Maroney’s will be contacted to see if a date for late summer/fall could work. Newsletter Editor Kimberly Cole would be interested in coordinating and organizing efforts so she will contact Maroney’s directly. Residents have the option to contact their garbage hauler directly for special pick up for an additional cost. If residents choose to burn anything, they should contact Steve Nelson for a permit.
- Discussion of Ideas - The picnic event is cancelled this year.
- Fairy Falls – (NPS) National Park Service have closed Fairy Falls due to Covid-19, role in community and parking. Kimberly Cole is directed to contact NPS Representative Julie Glasenow for further information.

4. WEBSITE

- Website Updates/Pictures – There are several documents on the website in a couple of sections that need updating. Deputy Clerk Barbara Riehle is willing to take this on an ongoing/as needed basis. However, she does not have Adobe Professional and therefore options are limited. She will contact TKDA for the Planner section to see if they have the original documents. Otherwise Supervisor Mike McMahon has the Adobe Professional and can convert some documents and make edits.
- Links to social media site – GIS Mapping of parks and trails to Facebook in the future.

5. OTHER BUSINESS/NEW BUSINESS

- ❖ Landscape Clean Up – No volunteers came forward. Amelia Untiedt has been authorized by the Town Board and hired. Supervisor Sheila-Marie Untiedt reported that the north side has been completed. Shrubs on the west side of the town hall need to come out. Valley Green has been contacted to remove dead rose bushes. Clerk Kathy Schmoeckel will contact Gopher One State to mark the South and West sides before we dig. After the town hall is painted and shrubbery has been removed, the committee will need to look at planting something new like Peony’s in the spring. Once complete, we will utilize photo opportunities and post to Media sources.
- ❖ Pollinator Garden – We may contact Valley Green to mow; Review the site first. A spring mix was planted and needs weeding somehow. Laurie Schneider from Pollinator Alliance was contacted but the site is too small for them to take on.

❖ STS – No schedule for remainder of 2020; only one half-day on record.

6. NEXT MEETING – September 15, 2020

7. ADJOURNMENT – The meeting was adjourned at 8:10 PM. M/S/P Schmoeckel/Barvels.

Submitted by: Deputy Clerk Barbara Riehle