



Members Present: A.M. Clausen, B. Eastman, J. Schroeder, L. Swanson, and J. Brewer

Members Excused: S. Havn, L. Knudtson

Staff Present: M. Murphy, E. Lockhart, A.M. Smetana

Others Present: K. Michel

1. Call to Order

A.M. Clausen called the meeting to order at 6:30pm.

2. Roll Call

A.M. Clausen performed roll call.

3. Public Comment

None.

4. Approval of Minutes

Motion by B. Eastman to approve the minutes from the January 14, 2020 meeting. Seconded by J. Brewer. On voice vote, motion carried.

5. Old Business

a. Update on Delivery of Community Guide Books

Committee members provided details on the number of books and locations of where they were distributed since the last meeting.

b. Continued Discussion on Plan to Begin Educational Topics

i. South Shore Fire Department

B. Eastman met with E. Lockhart and Chief Stedman to discuss details of the educational class idea. E. Lockhart discussed the approach the Fire Department would take would be to start off with a PowerPoint presentation and provide a general overview of the department; incorporating the history of the department and how it began leading into how it's evolved over years into what it is today. Their target audience would be adults. They would then break off into a tour of a Fire Station. It was suggested to have the entire event take place at Station 9. E. Lockhart noted he is familiar with the Police Department's Citizen Academy program; at this time the Fire Department is not able to support a similar program so he would advise against that direction at this time. Chief Stedman will decide which staff will conduct presentation. The presentation will be conducted by staff volunteering their time.

ii. Mount Pleasant Police Department

L. Swanson and J. Schroeder met with Captain Stroupe. During their meeting, Captain Stroupe mentioned their target audience would be adults. The Police Department would use some of the same presentation materials from Citizens Police Academy, and could potentially offer a tour of the department or bring in the police dogs. Possible topics to discuss would include the COP House, Promote Academy, discuss what it takes to operate a police department (how much gas, how many squads, what does uniform gear cost, etc...). He suggested a 2-hour minimum for the class. It would be helpful to have signup sheet so they know how many people are attending to help plan ahead. If a large amount of people signup, the Police Department could look into multiple sessions.

The committee had discussion on how to market the events to get people to sign up. Ideas were to use Facebook, the sewer insert, and the Village website. A.M. Smetana will oversee promotion and sign up of two events. Dates with the Fire Department will be confirmed by B. Eastman. Dates with the Police Department will be confirmed by L.



Swanson and J. Schroeder. The committee agreed to not plan details for other topics of interest at this time.

6. New Business

a. New Staff Liaison and Role to Civic Affairs Committee

A.M. Smetana introduced herself provided background of her previous work experience and details of what her responsibilities with the Civic Affairs Committee and Tourism Commission will be. A.M. Clausen noted that the Civic Affairs Committee will not need to meet on a monthly basis and they will transition into being event volunteers and support for A.M. Smetana and the Parks & Recreation Manager.

7. Committee and Staff Reports

None.

8. Adjournment

a. Next Meeting: March 10, 2020

Motion by B. Eastman to adjourn at 7:11pm. Motion seconded by J. Brewer. On a voice vote, motion carried.