



VILLAGE OF WEBSTER

PUBLIC PROPERTY COMMITTEE MEETING MINUTES

Monday, November 15, 2021 6:00 p.m.
7421 Main Street West, Webster, WI

-
- I. **CALL TO ORDER** – Chairman, Tim Maloney; called the meeting to order at 6:00 p.m.
 - II. **ROLL CALL** – Village President, Jeff Roberts; Chairman, Tim Maloney; and Member, Greg Widiker. Also Present: Clerk/Treasurer, Debra Doriott-Kuhnly; Trustee, Weis and Trustee, Summer; Webster Senior Center Officers Fred Bauerfeld, Sr. and Bill Bergland. Absent: Member, Kelsey Gustafson.
 - III. **PUBLIC NOTICE OF AGENDA – DELETIONS/CORRECTIONS/APPROVAL** - Motion made by Trustee, Weis to approve the agenda as presented; seconded by President, Roberts. **Motion carried 5-0.**
 - IV. **DISCUSS ADRC NUTRITION PROGRAM LOCATION** – Chairman, Maloney told Fred and Bill that he recently met with Laura Neve and Sabrina Naglosky from ADRC about the possibility of the Community Center becoming the location for the Nutrition Program. Maloney said looking for a way to keep them operating in Webster, preferable at the Senior Center vs the Community Center. Maloney then gave a summation of the logistics that would have to happen for ADRC to come to the Community Center. Maloney also said Laura and Sabrina said the rent for using the Senior Center is going up more than they can afford – Fred said it is true that it is going up. Maloney said maybe there is a way the Village can help supplement the rent to get it to where ADRC can stay at the Senior Center. Maloney asked about the Senior Center Board. Fred said the Board is made up of 4 officers and 3 members at large. Aside from the Meals on Wheels, the Village Board would like to see the Senior Center continue to operate and feel it is a great facility. Fred said the other activities will continue whether ADRC is in there or not. The Village gave the building to the Senior Center in 2000. Fred then provided some background. In August 2019, Bill called Fred because the Senior Center was having trouble with their air conditioner and didn't have the money to fix it. The air conditioner had to be run 24/7 at 65° and the electricity bills were running \$300 - \$400, or more, a month. They needed money so they had a yard and bake sale and raised over \$2500. After that, he started looking at the rental agreement with ADRC and the money being paid out by the Senior Center. Fred said he went back 3 years and found that the Senior Center was supplementing Meals on Wheels anywhere from \$350-\$450 a month. When everything was going good and money was coming in (before COVID) that worked but when it stopped, it didn't work anymore. Fred said they do have \$7000 in the bank now. In the last 4 years, they have had \$29,000 worth of work done in and on the building. They got a grant from Bremer Bank, money from the insurance company for the roof and they also had some good donations and that is how they now have money in the bank. In 2020, the total overhead for the Center was \$14,267, which included \$1725 for a new furnace. So, taking the cost of the furnace out, it costs \$12,542 to operate the Center. The total monthly contribution from ADRC is \$423; \$340 for rent plus internet and phone. And, instead of paying full cost of the internet and the phone, ADRC has reduced their contribution to \$88/month. Fred stated the CDC said no one could go in the facility (due to COVID) for almost 2 years because ADRC was doing meals there. Fred determined the amount needed from ADRC is \$850. ADRC told him this was an exorbitant increase. Fred said ADRC has been paying the same \$340 for at least 12 years. He said there has been requests after requests for more money. The rental agreement says that ADRC is to pay ½ the cost if something breaks

but they would say it wasn't a fixture or this or that and not pay. Fred said that is how the situation got to where it is now. ADRC said the Senior Center isn't negotiating to which Fred said he can't negotiate his bottom line and the \$850 is what the Center needs. He estimates without ADRC being at the Center, the operating costs would go down to \$4200 to \$4500 a year. Fred asked ADRC if they got any of the \$250 million emergency federal funding signed into law for Meals on Wheels America/Senior Nutrition Programs. He said he didn't know how much they got. Fred also asked ADRC about funding for Essential Workers; again, he didn't think the cooks for Meals on Wheels received any of this funding either. He said after their business meeting, ADRC said they can't afford the increase in rent and they would be moving out of the Senior Center. Fred said the Village would need to supplement ADRC about \$500 a month for them to stay at the Senior Center. He said they are not opposed of them staying there – by no means. Everyone agreed that if the rent would have increased incremental over the years; the situation would not be where it is right now. Fred said ADRC writes the contract. Trustee, Weis asked who owns the kitchen equipment. ADRC has put a lot in there and they own it. Trustee, Summer asked who owns the Siren Senior Center. Fred said the Seniors and they are doing fine. They pulled preparing meals there when COVID started but they are still open for activities. Trustee, Maloney said the Village is just trying to help and would like for ADRC to stay on the Webster Senior Center. Fred said he looked at several options before asking \$850 a month from ADRC. Trustee, Maloney thanked Fred and Bill for coming. (Fred and Bill left the meeting at 6:40 p.m.) The committee discussed if moving ADRC into the Community Center was logistically possible with the space they would need for their equipment and storage. The utility bills would also increase considerably. Trustee, Maloney pointed out the Community Center runs about \$10,000 - \$12,000 in the hole each year and with ADRC being in it; that amount would go up significantly. It would also cost to do the remodeling/updating the kitchen needed in the Community Center. Motion made by President, Roberts that it is not logistically and economically reasonable for ADRC to use the Community Center for their Nutrition Program; seconded by Trustee, Widiker. **Motion carried 5-0.**

- V. **COMMUNITY CENTER RENTAL FEES** – Chairman, Maloney said the rental fees for the Community Center have not changed for years. A copy of the current rental agreement was handed out. With the increased cost of expenses, he thinks it time to increase the rental fees. After discussion, motion made by President, Roberts and seconded by Trustee, Weis to the following increases effective January 1, 2022. **Motion carried 5-0.**

<i>(Regular – Friday & Saturday *Wedding, etc.)</i>	\$ 500.00
<i>(Non-Profit)</i>	\$ 100.00
<i>(Benefits)</i>	\$ 100.00
<i>(Funeral)</i>	\$ 100.00
<i>(Baby Shower)</i>	\$ 100.00
<i>(Hourly – Sunday through Thursday)</i>	\$ 35.00 per Hour
<i>Half Day Friday & Saturday</i>	\$ 350.00
<i>Additional day for set-up/clean-up</i>	\$ 250.00

All charges for cleaning after event (if not cleaned by renter) will double in cost.

Effective April 1, 2022, office space rental will increase to \$150.00.

- VI. **NEW OFFICE BUILDING** – A copy of the most recent floor plan for the new office building was handed out. Chairman, Maloney informed the committee that he, Heyer, Wedin and Kuhnly went to the new

office building and used masking tape to lay out the rooms. Maloney went through changes to the floor plan. He stated Kuhnly is asking for 2-4 more feet, taken from the Board Meeting area, to allow plenty of room along the West wall for her desk and copier to fit. The half wall will be removed in Clerk's area. Discussion took place on where the Clerk will sit during meetings. Trustee, Widiker asked about the three offices for the P.D.- Chief Wedin said she is fine with whatever space they can get. Maloney suggested taking from the P.D. area for a small break area on the West side. Trustee, Weis suggested a pocket door, in Clerk's area, to increase shelf storage space. Kuhnly questioned if a door is necessary. The mechanical room is enlarged. The wood floor will remain and carpeted over. Kuhnly said she would like a window, on the West side, to allow fresh air in her area. Maloney will check. Maloney stated the architect is looking for approval so he can put it out for bid. Final approval of the floor plan will be placed on the December 8th Regular Board Meeting Agenda.

VII. MOTION TO ADJOURN – Motion to adjourn the Public Property Meeting at 7:20 p.m. was made by Trustee, Widiker; seconded by Trustee, Weis. **Motion carried 5-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Clerk/Treasurer

November 15, 2021

***These minutes are subject to approval at next month's Regular Meeting.