



VILLAGE OF WEBSTER

PUBLIC PROPERTY COMMITTEE MEETING MINUTES

Monday, January 23, 2023 @ 6:00 p.m.

Webster Village Office

7505 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Public Property Chairman, Tim Maloney called the meeting to order at 6:00 p.m.
 - II. **PRESENT** – Village President, Jeff Roberts; Chairman, Tim Maloney; Trustees, Kelsey Gustafson and Charlie Weis. Others Present: Clerk/Treasurer, Debra Kuhnly. Absent: None.
 - III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS/APPROVAL** –Motion made by Trustee, Weis to approve the agenda as presented; seconded by Trustee, Gustafson. **Motion carried 4-0.**
 - IV. **PHONE SERVICE PROVIDER** – Discussed landline vs cell phone or fiber optic providers for the new Village Office/Police Department. Sirentel offers home or business but would have a 349 prefix. The committee agreed that 349 is not an option. Roberts questioned if Verizon wireless would let us keep 866 numbers. Kuhnly will call and find out. Maloney stated if cell towers are down, the village office and police department phones would not work. Roberts stated he doesn't have a problem staying with Brightspeed and Kuhnly will call to see if there is a better rate. Weis suggests fiber optic, and this would set an example that it is available in the Village. Kuhnly brought up that the police department have recently switched to FirstNet/AT&T mobility so if a disaster happens (or lines down) their calls go through 1st. Chief, Wedin asked Maloney about front desk having landline phone with multiple lines and transfer to police departments. Roberts stated he would rather not have the clerk answering police calls and instead keep their separate number and let it go to their voicemail. The committee would prefer to have a cell carrier if can keep their current, separate, office numbers. If not, will keep Brightspeed for landlines.
 - V. **INTERNET PROVIDER** – Discussed Sirentel and Starwire for internet provider at the new Village Office/Police Department. The committee decided to stay with Sirentel. Secure separate routers and modems are needed for Police Department. Kuhnly will call about cyber security assessment. Money was set aside from ARPA funds. This will be set up for Spring 2023. Gustafson asked move in date. Maloney stated the Police Department will move in as soon as the punch list is complete, and phone and furniture is installed. Kuhnly will move in in March.
 - VI. **OFFICE FURNITURE AND SUPPLIES** – Discussed office furniture and supplies for the new Village Office/Police Department. Two four-foot desks are needed for the Police Department and a three-foot desk for the breakroom. Three chairs are needed for the Police, one for Kuhnly and a couple for the breakroom. For the lobby, Weis suggested a TV and swivel bracket to display current events and calendar of events. Since on a swivel bracket, this display can be turned to be viewed from the outside when the office is closed. Discussed a U-shape or pear-share desk for the board room (so no one's back is to the audience/public during meetings.) Maloney stated the furniture and supplies were not budgeted. Weis suggested doing in steps or as priority. 1st priority is Police Department, 2nd Clerk/Treasurer and 3rd Board Room. Discussed using some of the money budgeted for the Fair Association or moving from some other

general fund account. Roberts suggested talking to Tiger Tech (at the High School) about making tables and shelves.

- VII. SIGNAGE** – The committee recommends window signage. On one window it can say “Webster Village Office” and the other “Webster Police Department”. In the future, the façade can have signage that reads, “Webster Municipal Building”. Maloney informed the committee he noticed that the beams in front are rotting and will need to be replaced soon. Roberts brought up the need to work with the owner of the apartment building, to the west, in removing the trees.
- VIII. ADJOURNMENT.** Motion was made by President, Roberts to adjourn the Public Property Committee Meeting at 7:03 p.m., seconded by Trustee, Weis. **Motion carried 4-0.**

Respectfully submitted,

Debra Kuhnly

Clerk/Treasurer

January 23, 2023

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