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VILLAGE OF WEBSTER

PUBLIC PROPERTY COMMITTEE MEETING MINUTES

Monday, December 1, 2025 @ 6:00 p.m.

Webster Village Office

7461 Main Street West, Webster, WI

CALL TO ORDER –Public Property Chair, Tim Maloney called the meeting to order at 6:07 p.m.

PRESENT – Village President, Ed Dedman; Chairperson, Tim Maloney and Trustee, Bill Summer. Others Present: Clerk-Treasurer Debra Doriott-Kuhnly. Absent: Trustees, Kelsey Gustafson

PUBLIC NOTICE OF AGENDA – The committee discussed adding two items to the agenda: discussion about interest on property at the industrial park, and disposition of fairgrounds property between Apple and Pike streets. Motion to approve the agenda with the additions was made by Dedman; second by Summer. **Motion carried unanimously.**

PUBLIC PROPERTY RENTAL AGREEMENTS - The committee discussed the outdoor venue agreement, which has not been used. It was originally set up for the softball field and pavilion with kitchen facilities. The village has a lease agreement with the school for the softball field from approximately April 1 to September 1, but outside groups could still rent it when not in conflict with school usage.

Discussion ensued about combining the outdoor venue agreement with the fairground's rental agreement. The committee noted that with potential development in the fairgrounds area, some spaces like the grandstand and horse stables would soon be gone. They decided to keep the outdoor venue agreement but update it before spring to include all outdoor public spaces such as Steve Little Park, Sturgeon Park, and the ball field/pavilion area.

The committee also discussed the community center rental rates. Currently, the Ping Pong group pays \$250/month for six hours per week (Monday and Friday, not Wednesday as previously thought), and the Cloggers pay approximately \$150/month for once weekly use. After considering the costs to operate the community center (approximately \$12,000-\$13,000 annually with only \$7,000-\$8,000 in rental income), the committee agreed to increase rates. Motion to raise the Ping Pong group's rate to \$300/month and the Cloggers' rate to \$50/hour, effective January 1, 2026, was made by Dedman and second by Summer. **Motion carried unanimously.**

For general community center rentals, the committee decided to increase the hourly rate from \$45 to \$60, and the regular all-day rate for Sunday through Thursday from \$350 to \$400. The committee agreed to maintain the current damage deposit of \$300. Motion to increase community center rental rates to \$400 for the regular all-day for Sunday through Thursday and \$60 hourly was made by Maloney and second by Summer. **Motion carried unanimously.**

The committee discussed continuing to exempt community service organizations like Lions, Lioness, American Legion, Legion Auxiliary, Chamber of Commerce, and Friends of the Library from rental fees, noting that many of these organizations make annual donations to the village.

CHANGING LOCKS ON PUBLIC PROPERTY - The committee discussed the need to change locks on public properties, particularly the community center. There is currently no clear record of how many keys are in circulation, with concerns about unauthorized access. The committee agreed to change the locks as a normal maintenance expense.

Discussion included whether to consider programmable locks or key fobs that could be controlled remotely, with several committee members noting the benefits of being able to block access when needed without changing locks again. The committee decided to research various options including electronic locks, touchpads with codes, and key fobs before proceeding.

The committee also discussed whether regular users like the Ping Pong group and Cloggers should have keys or if public works staff should open the building for them. No final decision was made pending research on electronic access options.

INTEREST ON PROPERTY AT THE INDUSTRIAL PARK - Dedman provided an update on potential interest in property at the industrial park. John Keller of Asheima Iron Works from Danbury is interested in establishing a metal fabrication business that would employ 4-6 people. Additionally, an architect from Danbury whose wife runs a pizza kit business is interested in expansion requiring three-phase power and taller ceilings. The committee was informed that these two potential buyers might collaborate on building a shared facility in the industrial park within the next few months, which would increase employment in the village.

DISPOSITION OF FAIRGROUNDS PROPERTY BETWEEN APPLE AND PIKE - The committee discussed plans for removing structures on fairgrounds property between Apple/Sturgeon and Pike streets to prepare for potential development. Maloney reported that (a group) of Amish have agreed to remove the horse barn, leaving only the concrete. The Fair organizers want to keep the gates, fencing around the corral, and the rodeo sign, which they would remove themselves. The Lions Club building and rabbit hutch would also need to be removed.

The committee discussed timeframes, with the consensus that:

- The Fair organizers should remove their gates by February 1, 2026
- A formal letter should be sent to the Lions Club about removing their building
- All structures should be gone by April 30, 2026, to prepare the property for potential development

The committee also noted that the village would retain the recently installed lights from the property, which cost approximately \$10,000.

ADJOURNMENT. Motion was made by Maloney, seconded by Summer to adjourn the Public Property Committee Meeting at 7:36 p.m. **Motion carried unanimously.**

Respectfully submitted,

Debra Doriott-Kuhnly
Clerk-Treasure
December 1, 2025

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