

VILLAGE OF BIRON
451 KAHOUN ROAD, WISCONSIN RAPIDS, WI 54494
PUBLIC WORKS, SANITATION & WASTEWATER COMMITTEE
MEETING MINUTES

November 18th, 2025 10:00 A.M.

Members Present: Tammy Steward, Chairperson (present by phone); Mike Guillemot and Dan Muleski Committee Members

Others Present: Kayla Lumaye, Public Works Director; Samantha Daugherty, Village Clerk and Tim Hale, resident

1. Chairperson Tammy Steward called the meeting to order at 9:58 a.m.

2. Discussion on Shore Acres Drive storm sewer rehabilitation –

Kayla stated that she and Samantha met with the Village attorney last Friday to discuss how to proceed with the project following the receipt of a letter revoking the Village's prior authorization to access Tim Hale's property. She stated that she emailed Tim in response to his letter, and he replied, *"Notice revoking access to our property is just that, a revocation of all access to our property – period."*

Samantha has forwarded this email to the Village attorney for review. Given this development, Kayla stated that the next step is to meet with Matthew Wartman to discuss the possibility of acquiring an easement on his property. Securing an easement would allow the Village to install the 12" HDPE pipe, which would help increase the capacity for surface water to flow away from the affected backyards and into the Village's storm water system. Tim indicated he would be willing to negotiate property access if he was "made whole". The committee advised Kayla to slow the project down so the Village can ensure that whatever plan is selected will help all impacted residents.

3. Superintendent's report –

Kayla stated that she received an email from Roland Hawk, Wood County Highway Commissioner, regarding the need for the Village to submit a storm water system maintenance agreement. This would be similar to the first maintenance agreement completed when the County finished work on Eagle Road. The proposed agreement states: *"Upon completion of this Project, the Village has agreed to accept jurisdiction of CTH U (all CTH U roadway north of STH 54, including Eagle Road, North Biron Drive, and 80th Street) as well as all maintenance required for the storm sewer system. However, this agreement shall remain in effect until a formal Jurisdictional Transfer is completed, at which time the Village shall take ownership of the entire CTH U corridor north of STH 54."*

At least two of the board members expressed concern, noting their understanding that Eagle Road was to remain under County jurisdiction. Kayla stated that she discussed the issue with Village President Jon Evenson. She suggested drafting an agreement similar to the previous storm water system maintenance agreement but adding in the Village would be responsible for snow plowing and storm water maintenance only, while the County would remain responsible for all physical road maintenance, such as pothole repair and roadway repairs. Kayla also stated that she, the Village crew, Jon, Roland, and Mike Smith from Grand Rapids plan to meet on December 3rd at 9:00 AM to discuss the matter further.

4. Set next meeting date and time -

Next meeting will be held on December 16th at 10:00 AM.

Motion to Adjourn: Dan Muleski, second by Mike Guillemot

Time: 10:27 a.m.

Minutes Respectfully Submitted by: Kayla Lumaye, Public Works Director