

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

January 20th, 2026 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; Peggy Doughty, Utility Clerk and Tim Hale, resident

1. Chairperson Tammy Steward called the meeting to order at 9:59 a.m.

2. Discussion on Shore Acres Drive storm sewer rehabilitation –

The committee discussed how to proceed with the project. After receiving input from Tim Hale and Kayla, the committee decided to move forward with MSA's proposed plan. The plan includes installing a pipe between Tim's house and Matthew Wartman's house, constructing an open drainage ditch in the backyards where the pipe is currently located, and slurry filling the pipe in Tim's and Bradley's yards. Due to the scope of the project, it will be put out for bid. Additional steps required for this plan include obtaining easements from residents in the affected area, televising the line in Tim's backyard to ensure there is no connection to his house before slurry filling, and televising or dye testing the line to determine where Bradley's sump pump is connected in order to prevent issues prior to slurry filling

3. Discussion on ABT Mailcom Service for utility billing –

The committee reviewed a proposal from ABT Mailcom Service to change utility bill mailings from postcards to letters. Peggy noted that using ABT instead of postcards would save \$28.70 annually. ABT's mailing service is integrated with Workhorse and is currently used by many other utilities. In addition, ABT could be used to mail newsletters and other customer updates. Motion Muleski, second Guillemot I to approve the proposal from ABT, with the total cost split between the wastewater and water funds. Motion carried.

4. Discussion and possible action on payment for CTH U invoices –

Kayla stated we have received an invoice from Wood County for 50% of real estate acquisition and 5% of construction cost to date for the CTH U project. Kayla asked the committee which account the invoice should be paid from. The committee was unsure but noted that the public works department should not be responsible for the real estate acquisition charges. The committee asked Kayla to contact the Village president and discuss how the invoice should be handled.

5. Superintendent's report –

Kayla stated that she met with the Wood County Highway Engineer yesterday to mark the trees that will be removed as part of the CTH U reconstruction project. Kayla also noted that Wood County will begin demolition of Norma's house next week.

6. Set next meeting date and time -

Next meeting will be held on February 24th at 11:00 AM.

Motion to Adjourn: Mike Guillemot, second by Dan Muleski

Time: 10:26 a.m.

Minutes Respectfully Submitted by: Kayla Lumaye, Public Works Director