

VILLAGE OF BIRON
451 KAHOUN ROAD, WISCONSIN RAPIDS, WI 54494
PUBLIC PROPERTY, SAFETY & RECREATIONAL COMMITTEE
MEETING MINUTES

February 24th, 2026 10:00 A.M.

Members Present: Jamie Biegel and Dan Muleski, Committee Members, Mike Guillemot, excused
Others Present: Kayla Lumaye, Public Works Director, Samantha Daugherty, Village Clerk

1. Dan Muleski called the meeting to order at 10:02 a.m.

2. Discussion on Master Gardener's update for Sunset Park plan –

Dan presented the grant materials he is preparing, along with the proposed Sunset Park plans developed by Julie Gilmaster of Wolosek Landscaping. He noted that there are a couple of revisions needed to the current design, including relocating the gazebo and shifting some of the native plantings closer to the river. Dan also stated that Kendra from Wood County Conservation has agreed to assist with completing the grant application. The next steps are to finalize the design and begin site preparation.

3. Discussion and possible action on municipal center roof repair –

Kayla presented a quote from Great Lakes Roofing to repair the multiple leaks in the roof coming from various holes and missing seals. Motion Muleski, second Biegel to approve the proposal from Great Lakes Roofing for a total of \$2,000 to be paid from the M.C. Maintenance fund. Motion carried.

4. Discussion and possible action on new budget line for safety equipment (tornado siren) maintenance –

Kayla stated that after the Board approved the \$6,086.39 proposal for the siren update, she received an email from Tony Bastien, Wood County Dispatch Manager. Tony explained that they have a spare RTU available because another site had purchased one that was later determined to be the incorrect configuration. As a result, he requested that the Village cover only the \$282 upgrade fee and the \$2,435 installation fee, for a revised total of \$2,718, instead of the previously approved \$6,086.39.

Kayla also noted that a new budget line item needs to be created for this purchase and for future siren maintenance expenses. Samantha recommended transferring \$3,000 from the Parks non-lapsing fund to establish and fund a new line item titled "Safety Equipment and Maintenance." Motion Biegel, second Muleski to approve the transfer of \$3,000 from the park non-lapsing fund to create and fund the new line item and to approve the revised RTU purchase cost of \$2,718. Motion carried.

5. Discussion on email from Wood County Emergency Management to create an Emergency Operations Plan –

The committee reviewed the email and questionnaire from Tyler Mellinger, Deputy Director of Emergency Management. The committee helped complete the questionnaire as best as they could. Samantha and Kayla will finalize the responses and return the completed questionnaire to Tyler.

6. Superintendent's Report –

Kayla stated that the new furnace was installed at the shop last Tuesday.

7. Set next meeting date and time –

Next meeting will be set at the board meeting.

Motion to Adjourn: Jamie Biegel, second by Dan Muleski
Time: 10:59 a.m.

Minutes Respectfully Submitted by: Kayla Lumaye, Public Works Director