

VILLAGE OF BIRON
451 KAHOUN ROAD, WISCONSIN RAPIDS, WI 54494
PUBLIC PROPERTY, SAFETY & RECREATIONAL COMMITTEE
MEETING MINUTES
June 2nd, 2026 11:00 A.M.

Members Present: Mike Guillemot, Chairperson, Jamie Biegel and Tammy Steward, Committee Members

Others Present: Kayla Lumaye, Public Works Director, Peggy Doughty, Utility Clerk and Samantha Daugherty, Village Clerk

1. Mike Guillemot called the meeting to order at 10:56 a.m.

2. Discussion on the Fire Department's request to paint helicopter landing zone markers in the Municipal Center parking lot

Kayla reported on the proposed dimensions for the helicopter landing zone, based on information provided by Chief Dillingham. Committee members had additional questions regarding the proposed location, required dimensions, and input from helicopter pilots. After discussion, the committee decided to table the item and requested that Chief Dillingham attend the next meeting to address their questions.

3. Discussion and possible action on adding equipment to enable the Municipal Center fire protection system to automatically send emergency call-out notifications

Kayla discussed the need to have the fire protection system configured to automatically place a call in the event of a fire alarm. To accomplish this, Solarus will need to install a phone line to the fire alarm panel, and Mobile Lock will need to program the system so it can communicate with the monitoring service and be included in a 24-hour timer test monitored through the central station. The annual monitoring fee would be \$540 and would be billed through Mobile Lock. There may also be a monthly charge from Solarus for the phone line if an existing phone number cannot be utilized.

4. Discussion on issues related to docks

Peggy reported that a section of dock cluster 3 needs to be widened to accommodate a slip owner's new boat lift and vessel. A total width of 24 feet is required to safely accommodate both the owner's lift and the lift in the adjacent slip; however, the current width is only 22 feet. Diamond's Traver's Landscaping is scheduled to return on Thursday at 11 AM to make the necessary adjustments.

5. Discussion on IT Managed services through Sprinter

Samantha met with Sprinter to discuss expanding the Village's IT support services. Sprinter's proposal would include comprehensive IT support for all users, cybersecurity monitoring, Microsoft account management, and staff training on the proper use of devices and technology. In addition, Sprinter could assist with implementing a secure container on trustees' devices, allowing board and committee packets to be distributed securely and providing a secure method for trustee communication. The committee recommended that Samantha contact TechPros and request a proposal for comparable

services. Once that information is received, the item will be brought back for further discussion. The intention would be to implement these services beginning in 2027 so the associated costs can be included in the 2027 budget.

6. Superintendent's Report

Kayla had nothing to report.

7. Referrals for next meeting

Discussion on adding equipment to enable the municipal center fire protection system to call out, fire department requests and Sunset Point park updates.

8. Set next meeting date and time –

Next meeting will be on July 9th at 10:30 AM.

Motion to Adjourn: Mike Guillemot, second by Jamie Biegel

Time: 10:59 a.m.

Minutes Respectfully Submitted by: Kayla Lumaye, Public Works Director