

VILLAGE OF BIRON
451 KAHOUN ROAD, WISCONSIN RAPIDS, WI 54494
PUBLIC PROPERTY, SAFETY & RECREATIONAL COMMITTEE
MEETING MINUTES
September 17th, 2026 10:00 A.M.

Members Present: Mike Guillemot, Chairperson, Jamie Biegel Committee Member; Tammy Steward excused

Others Present: Kayla Lumaye, Public Works Director, Samantha Daugherty, Village Clerk, Dan Muleski, Chairperson of Sunset Point Park Committee, and 1 member of the public.

1. Mike Guillemot called the meeting to order at 10:00 a.m.

2. Discussion on updates for sunset park project plan

Dan provided an update on the park project. Rich tilled the park on Monday. This year, the Village can level the ground and install the fence between the park and the neighboring house. The remainder of the project will need to wait until next year, as it is now too late in the season to effectively address the weeds. Most of the problematic weeds spread through rhizomes and will not actively grow during the fall. Next spring, the plan will be to allow the weeds to grow to approximately 12 inches tall before spraying them. The weeds will then be mowed high, followed by a second herbicide application 7–10 days later. After that, the weeds will be mowed short and the area will be monitored for approximately two months to determine if anything grows back. If weeds return, they will be sprayed again. Grass seed will then be planted in late August or early September. The new grass will need to be kept irrigated, or the area can be mulched with winter wheat to help protect the soil.

3. Discussion and possible action on park cleaning and maintenance services

The committee reviewed a proposal for cleaning the park restrooms from the company that currently provides cleaning services for the Municipal Center. The proposed cost was higher than the Village's current expense of having Public Works employees complete the cleaning. The committee recommended creating a cleaning checklist for the Public Works crew to ensure the restrooms are being cleaned thoroughly and consistently.

4. Discussion on creating a slow no wake zone for Cranberry Creek and the residential stretch of the Wisconsin River

Mike stated that state law already prohibits creating a wake within 100 feet of the shoreline. This restriction would cover the entire width of Cranberry Creek, so a designated slow no wake zone does not need to be established. Keith stated that he purchased a "Slow No Wake" sign, which will be installed on the bridge over Cranberry Creek as an additional precaution. No discussion took place regarding establishing a slow no wake zone along the residential stretch of the Wisconsin River.

5. Discussion on IT services

The committee discussed the Village's current technology services through Tech Pros and Solarus, as well as additional services the Village may want to have in the future. The committee recommended meeting again to further discuss the Village's technology

needs and compile a list of desired services. The list would then be presented to Tech Pros to determine which services they can provide and whether the Village would need to explore other options for any services they cannot offer.

6. Discussion and possible action on parking lot sealcoating and painting proposals

The committee reviewed a proposal from Arrow Precision to sealcoat the boat landing parking lot and repaint the parking lines. Keith stated that he believed this maintenance expense may be the responsibility of CWPCo, as the agreement requires CWPCo to cover long-term maintenance of the parking lot. Keith recommended that the Village review the agreement with CWPCo before proceeding with the proposal.

7. Discussion on 2027 budget

Kayla discussed how the committee would like to proceed with employee wages and asked whether they wanted to wait until after the Personnel Committee meeting. The committee agreed to wait until after the Personnel Committee meeting. Kayla also asked how the committee would like to proceed with water expenses, as the new water rate has not yet been determined. The committee agreed to wait until the new rate is known before finalizing the water expense amounts. Kayla discussed creating two new line items in the Parks budget for boat landing electricity and Aqua Skiers electricity. These expenses would be moved from the Public Works budget to the Parks budget. The committee will review the budget again at the next meeting.

8. Superintendent's Report

Kayla reported that the electric company is scheduled to complete the generator installation on October 2nd. Kayla also reported that she attended a webinar regarding e-bikes to learn more about what restrictions the Village can and cannot impose on e-bike use on the recreation trails.

9. Referrals for next meeting

Sunset Point park updates, discussion on IT services and 2027 budget.

10. Set next meeting date and time –

Next meeting will be on October 6th at 10:00 AM.

Motion to Adjourn: Jamie Biegel, second by Mike Guillemot
Time: 10:47 a.m.

Minutes Respectfully Submitted by: Kayla Lumaye, Public Works Director