

VILLAGE OF BIRON
451 KAHOUN ROAD, WISCONSIN RAPIDS, WI 54494
PUBLIC PROPERTY, SAFETY & RECREATIONAL COMMITTEE
MEETING MINUTES
October 6th, 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, Shawn Dillingham, Fire Chief and John Gethers, Tech Pros.

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

2. Discussion and review of IT services with John Gethers – Tech Pros

John Gethers presented proposals for the Municipal Center and Fire Department to update their computers to improve security and allow users to access their files remotely from home. John answered questions from the committee members regarding the proposed upgrades. The committee stated that the proposals will require further review before moving forward.

3. Discussion on guidance from Attorney Abts related to upcoming federal accessibility deadlines

The committee reviewed a letter from the Village Attorney regarding the federal accessibility requirements and upcoming deadlines. Samantha and Kayla also met with the attorney to discuss the requirements. Abts stated that if the Village records meetings for viewing after the meeting, the recordings would need to be professionally captioned to comply with accessibility requirements and avoid potential litigation in the future. Abts also stated that the captioning requirement may apply to live-streamed meetings, but he is checking into this further. Abts advised that the Village could offer meetings through Microsoft Teams for remote viewing, provided the meetings are not recorded. He also recommended that the Village not wait until the extended deadline to address the accessibility requirements, as there is currently litigation challenging the deadline extension. If the challenge is successful, the original 2027 deadline would remain in place. The committee asked Samantha to contact other municipalities that currently livestream their meetings to find out how they handle captioning and how they plan to meet the federal accessibility requirements. The matter will be discussed further at the next meeting.

4. Discussion on updates for sunset park project plan

Mike reported that Dan is working with the marsh on getting the sprinklers ready for next year. Mike also reported that he and several others spent a few hours at the park installing fence posts between the park and the adjacent property and clearing brush along the shoreline. Rich tilled the park area. The group is waiting for the fence rope to arrive, at which time it will be installed.

5. Discussion on FD request and Lexipol quote

Shawn presented a proposal for policy and grant management services to help ensure compliance within the department. Through the Village's insurance with the League, the Village would be eligible for reimbursement of \$2,500 annually for the subscription, as

well as a 20% discount. The committee recommended that Shawn bring the proposal to the next Finance Committee meeting for further review.

6. Discussion on 2027 budget

The committee reviewed and finalized the 2027 budget.

7. Superintendent's Report

Kayla reported that, following the last meeting, she reviewed the agreement with CWPCo regarding maintenance of the boat landing parking lot and determined that CWPCo is responsible for sealcoating and striping the lot. Kayla contacted Mark Anderson with CWPCo, who is now working with Arrow Precision to have the parking lot sealcoated and striped next spring. Kayla also reported that Berries and Boos is scheduled for October 17th.

8. Referrals for next meeting

Sunset Point park updates, discussion on IT services and discussion on upcoming federal accessibility deadlines.

9. Set next meeting date and time –

Next meeting will be on November 16th at 8:00 AM.

Motion to Adjourn: Mike Guillemot, second by Jamie Biegel
Time: 11:18 a.m.

Minutes Respectfully Submitted by: Kayla Lumaye, Public Works Director