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**FOX RIVER NAVIGATIONAL
SYSTEM AUTHORITY**

Summary of Proceedings

Fox River Navigational System Authority
3:00 P.M. Tuesday, January 24, 2012
Authority Office
Kaukauna, Wisconsin

Authority Members in Attendance:

Ron Van De Hey, Outagamie County
William Raaths, Winnebago County
Tim Rose, Outagamie County
John Vette, Winnebago County
Will Dorsey, Wisconsin Department of Transportation
James Draeger, Wisconsin State Historical Society
Jean Romback-Bartels, Wisconsin Department of Natural Resources

Authority Members Absent:

Open, Brown County
John Shier, Brown County

Guests and Staff in Attendance:

Amy Vaclavik, McMahon Associates
Phil Ramlet, OMNNI Associates
Christine Williams, Fox-Wisconsin Heritage Parkway
Candice Mortara, Fox-Wisconsin Heritage Parkway
Harlan Kiesow, FRNSA CEO
Robert Stark, FRNSA staff

Chairman Ron Van De Hey called the meeting to order at 3:08 p.m.

1. **Introductions:** Chairman Van de Hey asked for introductions.
2. **Approval of Minutes of December, 2011 Authority Meeting:**

Chair Van De Hey called for additions or corrections to the minutes.

A motion to approve the December, 2011 Authority Meeting minutes as published was made by Tim Rose. Second by Jim Draeger. Motion passed unanimously.

3. **Financial Status Reports, *Tim Rose***

- a. **Operational Budget**
- b. **Capital Budget**
- c. **Unlock the Fox Fund**
- d. **Audit Status Report**

Tim Rose stated the Operations expenses are up \$21,000.00 and the Capital report is within budget.

The Unlock the Fox fund is down nearly \$1,000,000.00.

Total fundraising is \$2,800,000.00.

The new report received today from the Community Foundations indicates the fee paid the Associated Bank and Community Foundations to manage funds last quarter totaled ~~\$30,000.00~~ \$47,000. (amended 2/22/12) The custodial fee charged by the M&I Bank is not included at this time. This report is being further developed to break out all expenses for investments. The review of investment assets and performance is reported at the quarterly Financial Meeting scheduled for February 22 at the Oshkosh Community Foundation office.

A motion to receive the Financial Reports and place on file was made by Tim Rose. Motion second by John Vette. Motion passed unanimously.

4. **Engineering Committee Report, *W. Dorsey***

a. **Report on Kaukauna Lock #5 Design Contract, *McMahon Engineers***

Harlan Kiesow reviewed the letter to McMahon stating the FRNSA will contract the following items separately:

- 1. Upper Wing Walls
- 2. Waste Weir
- 3. Lower Wing Walls
- 4. Lock Shack
- 5. Sediment Removal

In addition the upper gate sill is changed from wood to concrete and any other work and cost adjustments will be made to other items based upon the changed items. Also, modify the Engineering Contingency to 20%.

Mr. Kiesow stated the cost with the deletions would be \$1,400,000.00 and does not jeopardize the \$750,000.00 grant. Three proposals for sediment removal to be done this winter will be presented at the next Authority Meeting.

b. Recommendations to Proceed with Design Process, *P. Ramlet*

Phil Ramlet stated he believed that it would be possible to re-negotiate the grant with the DOT and request an increase based on estimates.

Will Dorsey made a motion that Harlan and Phil Ramlet negotiate the Design Process with McMahon and bring the proposal to the February Authority Meeting. Motion second by Jim Draeger. Motion passed unanimously.

c. Kaukauna Lock #4 Design /Build Contract Status Report, *H. Kiesow*

Harlan Kiesow reported CR Meyer is continuing work on building the lock doors and completing the project while weather conditions continue favorable. The project will probably be completed by May.

d. De Pere Sinkhole and Septic Work Completed, *H. Kiesow*

The sinkhole in the lock canal at the De Pere Lock has been leaking for years. The area was excavated to determine the leak was being caused by rubble from the old lock that was buried in the Berm. The excavation was filled with clay to effectively plug the leak solving the sinkhole problem.

While working on the trail near the Lock Tender House, a septic tank was discovered under the trail. De Pere City approved abandonment of the tank by collapsing the tank and filling it with sand and gravel.

e. De Pere Shoreline Rip-Rap Project Need, *H. Kiesow*

Harlan Kiesow stated the De Pere Lock canal bank will require rip-rap work in the near future as required by state dam maintenance requirements. A temporary bridge crossing the canal is in place during the trail construction that will be removed in May. Now would be a good time to complete this work because once the trail is constructed and pavement is in place the cost to do the rip-rap work would be substantially increased and it would need to be done from a barge or barges. The rip-rap material acquired from the College Avenue Bridge project in Appleton would be used for the De Pere project. The DNR has inspected the proposed project and confirmed the project is maintenance.

5. Resolution No. 01-12: De Pere Shoreline Rip-Rap Contract

Will Dorsey made a motion to approve Resolution Number 01-12 De Pere Shoreline Rip-Rap Contract with Janke Construction to haul and place approximately 340 cubic yards of rock for a total cost of \$17,630.00. Motion second by Jean Rombach-Bartels. Motion passed unanimously.

Harlan Kiesow requested to have the agenda order changed to allow the item #7 presenter time to arrive.

8. Property Committee Report, H. Kiesow

a. Little Chute Trail and Bridge Status

Little Chute Contractors are driving piles and pouring concrete to construct the high-level Pedestrian Bridge upstream of the Combined Lock.

b. De Pere Trail Status

De Pere Contractors are pouring concrete for the pedestrian Lift Bridge downstream of the De Pere Lock Canal and are grading the trail for paving.

c. City of Appleton Permanent Easement Approval

Harlan Kiesow presented the Appleton Sewer Permanent Easement for final approval and stated Appleton has paid the filing fees.

Tim Rose made a motion to approve the Appleton Permanent Easement FRNSA-1- as presented. Motion second by John Vette. Motion passed unanimously.

9. Operations Report, H. Kiesow

There are no lock operations now and the locks have been winterized. Winter maintenance work is continuing as weather permits.

10. Communications, H. Kiesow

Jim Draeger stated the Wisconsin River Alliance did a report on the locks.

Ron Van De Hey stated Harlan Kiesow made a report to the Heart of the Valley Chamber of Commerce monthly meeting. The meeting was held in the Little Chute Village Hall and attracted a standing room only crowd. A comprehensive follow-up report was printed in the local newspaper.

Jean Rombach-Bartels and Tim Rose discussed the up coming "Canoeacopia 2012" event in Madison and area boat shows. Following discussion, Chair Van De Hey concluded it is the consensus of the board to have FRNSA participate at events to promote use of the lower Fox River Locks.

Harlan Kiesow stated a letter has been received from the DNR re: required dam inspections are due. The inspections certified by a PE are required every 10 years. The Corps and FRNSA will work together where Corps and FRNSA dams connect.

6. **Fox-Wisconsin Heritage Parkway Studies Status Report. C. Mortara**

The FWHP has hired Interpretive Solutions to conduct tours, stakeholder meetings, and public meetings to develop the parkway report. The \$211,000.00 cost of the study is being funded by grants. So far \$200,000.00 has been raised. A recent grant is from the Economic Development Partners. The City of Berlin is acting as Fiscal Agent for the project.

The study proposes De Pere and Menasha locks as system gateway sites. Appleton Lock #1 site is also a preferred site; however, the access road may be a problem. Mark Geal is investigating possible use of lock tender houses as overnight stay sites for trail users. The organization Huts.org is a model for this project.

A network of Parkway Partner subscribers is being developed. These include Allouez, Oshkosh, Omro, Princeton, Montello, Berlin, the Friends of the Fox, etc with each contributing \$150 per year.

A current concern for supporters is the bridge being replaced at Eureka. It is believed the proposed height will be too low to allow existing navigation to continue. This would hamper use of the recently restored Eureka Lock on the upper Fox River and limit access to the City of Berlin by larger vessels that can now transit the existing bridge.

7. **Lock Tender History Project, C. Williams**

A 160-year history of the lock tender houses and their occupants is being developed. There is good documentation on the history of the locks but little about the inhabitants. To become a Lockmaster, one had to be a Locktender first. Lockmasters lived in the houses and were on call 24-7. To help develop the Lockmaster/Locktender story the Heritage Parkway had an event attended by family members of 14 Lockmasters. 66 family members came to the event. The committee has been able to capture many memories and pictures from the families. The information is found at: www.heritageparkway.org

The Board thanked Ms. Mortara and Ms. Williams for their work to preserve this important history of the Fox River Locks.

11. **Other**

Harlan Kiesow reported the AIS Committee for Rapide Croche is being re-formed with new members and will meet soon. An important next project will be to complete the EIR needed to obtain DNR approval before going forward with any plan for Rapide Croche. A RFQ is needed to identify qualified contractors; then an RFP to those qualified contractors can be sent out.

Jean Romback-Bartels stated this should be accomplished soon in order to qualify for GLRI grant funds.

Chair Van De Hey stated there is board consensus to proceed with this process for Rapide Croche.

Harlan Kiesow stated Committee appointments would be confirmed at the next Authority Meeting.

Chair Van De Hey stated an alternative date for the next Authority Meeting needed to be established because of scheduling conflicts.

There being no other business, a motion to adjourn was made by Tim Rose with second by John Vette. Motion carried. Chair Van De Hey adjourned the meeting at 4:49 p.m.