

Meeting Notice

Fox River Navigational System Authority Meeting
3:00 P.M. Tuesday, January 27, 2015
Authority Office
1008 Augustine Street, Kaukauna, WI

AGENDA:

1. Introductions
2. John Shier Board Service **Resolution 1-15**
3. Approval of Minutes of the December 2014 Authority Meeting
3. Financial Status Reports, *J. Vette*
 - a. Operational Budget
 - b. Capital Budget
 - c. Unlock the Fox Fund
 - d. Quarterly Associated/CF Financial Meeting Report
 - d. Approve Erickson FY 14 Audit Proposal **RESOLUTION 2-15**
 - e. Community Foundations MOA Status
 - f. Corps Fund Request Status
4. Engineering Committee Report, *W. Dorsey*
 - a. Approve Little Kaukauna Lock Maintenance **Contract**
5. Property Committee Report, *D. Penkiunas*
 - a. Visitor Center Update
 - b. ACOE Property Transfer Status
 - c. Foremost Property Trail Easement Status
 - d. Approve Kaukauna Street Easement
 - e. Approve Visitor Center Interpretive Study RFP
 - f. Little Chute Kayak Launch Report
6. Rapide Croche Transfer Environmental Assessment Status, *R. Stark*
7. Operations Report, *R. Stark*
 - a. Operations Report
8. Communications
 - a. Federal
 - b. State
 - c. Local
 - d. Public
9. Discussion of Management Plan Update Draft, *H. Kiesow*
10. Other
 - a. Discuss Standing Committee Structure

+1008 Augustine Street
Kaukauna, WI 54130
Tele. 920-759-9833
Fax: 920-759-9834

FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

Summary of Proceedings

Fox River Navigational System Authority Annual Meeting
3:00 P.M. Tuesday, January 27, 2015
Authority Office
1008 Augustine Street, Kaukauna, WI

Authority Members in Attendance:

Tim Rose, Outagamie County
Jeff Feldt, Outagamie County
Will Dorsey, Wisconsin Department of Transportation
Jean Rombach-Bartels, Wisconsin DNR
Diana Penkiunas, Wisconsin Historical Society
John Vette, Winnebago County
Bill Raaths, Winnebago County
Kathryn Curren, Brown County

Authority Members Absent:

Bruce Enke, Brown County

Guests and Staff in Attendance:

Phil Ramlet, Omnni
Tim Bolwerk, Omnni
Harlan Kiesow, FRNSA CEO
Robert Stark, FRNSA COO
Rodger Urbanek, FRNSA Administrative Assistant

Chairman Tim Rose called the meeting to order at 3:02 P.M.

Introductions

Chairman Tim Rose asked everyone to introduce themselves to the group.

1. John Shier Board Service Resolution 1-15

Chairman Tim Rose shared the Board appreciation for the service John Shier gave to the Board as stated in Resolution 1-15. Will Dorsey made the motion to approve Resolution 1-15. Motion was seconded by Jean Rombach-Bartels. Motion carried.

2. Approval of Minutes of the December 2014 Authority Meeting

Chairman Rose called for additions or corrections to the minutes. A motion was made by Jean Rombach-Bartels to approve the December 2014 minutes as published. Motion seconded by Daina Penkiunas. Motion Carried.

4. Financial Status Reports, J. Vette

a. Operational Budget

Treasurer John Vette reviewed the Operational Budget for the Board. John explained lockage fees were down because the Menasha Lock was closed for emergency repairs for part of last season.

b. Capital Budget

Treasurer John Vette reviewed the Capital Budget and reported that expenditures were on track.

c. Unlock the Fox Fund

John Vette stated our investments were doing well.

Treasurer Vette made a motion to accept the financial reports as presented. Motion seconded by Jean Romback-Bartels. Motion carried.

d. Quarterly Associated/CF Financial Meeting Report

Robert Stark reported that the recent quarterly meeting with the Associated Bank Investment Team and Community Foundations discussed the current status of the Unlock the Fox Fund investments. The Associated reported we are on course to reach our goals; we are being cautious with our investments. Tim Rose added that we had a good discussion with the Foundations.

e. Approve Erickson FY 14 Audit Proposal RESOLUTION 2-15

John Vette made a motion to approve the Erickson FY 14 Audit proposal Resolution 2-15. Motion seconded by Jeff Feldt. Motion carried.

f. Community Foundations MOA Status

Harlan Kiesow commented on the work being done on the MOA with the Community Foundations and stated negotiations are continuing.

g. Corps Fund Request Status

Tim Rose reviewed the bi-partisan work being done by our congressional representatives to secure the remaining \$2.1 million dollars owed to the Authority under terms of the Corps MOA. It has been determined that the Budget Reconciliation Act passed at the end of 2014 contains Corps Work Plan funds that could fund the balance due to the FRNSA. Those funds will be appropriated by the end of January. Congressman Ribble is leading the effort to secure \$2.1 million for the FRNSA.

5. Engineering Committee Report, *W. Dorsey*

a. Approve Little Kaukauna Lock Maintenance Contract

Will Dorsey stated the Engineering Committee reviewed the Little Kaukauna Lock Maintenance Contract bid proposals. Lunda Construction Co. came in with the lowest bid at \$145,325 plus bid alternates for Pintle inspection and concrete patching if necessary.

Will Dorsey made a motion to approve the base bid from Lunda Construction Co for \$145,325.00 plus Pintle inspection and concrete repairs if necessary. Motion seconded by John Vette. Motion carried.

Will Dorsey gave an update on the Little Chute Bridge replacement. The project is on track and will be going to bid in May of 2015 with the completion of the project early in 2016.

6. Property Committee Report, *D. Penkiunas*

a. Visitor Center Update

Daina Penkiunas reported that the project is moving forward. Tim Rose talked about the progress being made on the Visitor Center planning. Tim Rose stated that Split Rock Studios representatives looked at the project and gave their ideas about displays. The transfer of the property from the Corps to the State must still be accomplished.

b. ACOE Property Transfer Status

Daina Penkiunas reported that property transfers at Kaukauna Lock 5 and the Dry Dock from the Corps to the State are moving forward. There will need to be some cleanup of contamination at the Dry Dock bank and also in the area of the sheds. The sheds will be razed in order to complete that decontamination. The cleanup will be done in June of this year. Robert Stark reported that the Corps is working aggressively to get this done. They have setup monthly conference calls with FRNSA to accomplish these transfers.

c. Foremost Property Trail Easement Status

Daina Penkiunas reported that the Foremost Property Trail Easement is on hold working on finding out the principals involved with the Developer.

d. Approve Kaukauna Street Easement

Daina Penkiunas reported that the Property Committee reviewed the Kaukauna Street Easement that borders the navigation canal adjacent to the Grand KaKalin development. The Property Committee recommends approval of the easement.

Daina Penkiunas made a motion to approve the Kaukauna Street Easement as presented. Motion seconded by Jean Romback-Bartels. Motion carried.

e. Approve Visitor Center Interpretive Study RFP

Daina Penkiunas reported that the Property Committee reviewed the Visitor Center Interpretive Study RFP and recommends approval of the RFP with the dates in the RFP updated to current dates.

Daina made the motion to approve the RFP with the date corrections. Motion was seconded by John Vette. Motion carried.

f. Little Chute Kayak Launch Report

Daina Penkiunas reported on the Little Chute ADA Kayak Launch proposal. This would be a partnership between the Village of Little Chute, Fox-Wisconsin Heritage Parkway, and the FRNSA. The Village would like to install a bridge which they have acquired from the City of Appleton across the Combined Lock spillway. FRNSA would be providing abutments for the bridge and some of the engineering. There is no agreement at this time.

Daina Penkiunas stated a motion was needed to approve the concept and to continue discussions with the Village of Little Chute and FWHP, and work with the partnership and consult with SHPO to accomplish this project. John Vette made a motion that we proceed. Motion seconded by Will Dorsey. Motion carried.

Daina Penkiunas reported that the Property Committee approved a Lease of land at Appleton Lock #3 parking lot to be used for the storage of construction equipment and construction supplies during the summer of 2015. Zenith Tech is requesting this lease and would be being paying \$500.00.

Daina Penkiunas made a motion to approve entering into a Lease with Zenith Tech. Motion seconded by Jean Romback-Bartels. Motion carried.

7. Rapide Croche Transfer Environmental Assessment Status, R. Stark

Robert Stark reported work is being done to resolve issues identified by the DNR and DOA during the Environmental Assessment review process. Staff is working to resolve the 7 items identified in the letter received from the DNR regarding the approval of the Rapide Croche Transfer. A meeting with a DNR representative is scheduled for Thursday.

8. Operations Report, R. Stark

a. Operations Report

Staff is working on rebuilding the bridge for Kaukauna Lock #4. This work will be completed during the winter. Other areas inside the building are being cleaned up and lawn maintenance equipment is being repaired and readied for the upcoming season.

9. Communications

No Communications

- a. Federal**
- b. State**
- c. Local**
- d. Public**

10. Discussion of Management Plan Update Draft, *H. Kiesow*

Harlan Kiesow reported that he is working on updating the Management Plan. Harlan presented a PowerPoint and discussed updates. The updated Management Plan will be looking at projects not in the original plan that include the Rapide Croche Boat Transfer and Cleaning Station and the Visitor Center, as well as providing abandonment funds as required in the lease with the State. The Board consensus was in agreement with Harlan's vision of the Management Plan update as presented. Mr. Kiesow stated it is possible to have a presentation ready for the February meeting.

11. Other

a. Discuss Standing Committee Structure

Tim Rose talked about the standing committee structure report. He said nothing is in concrete, however, we are looking to get everyone involved. One of the goals is to have Board Members recruiting younger individuals to carry on. Dr. Rose discussed the monthly calendar included. A March 23 meeting is scheduled to do some planning. We would be looking at doing 6 month planning in the future.

The August 25 Board Meeting will be a celebration of the FRNSA 10 Year Anniversary. Plans are being developed for a public celebration.

Will Dorsey made a motion to adjourn. Chairman Rose adjourned the meeting at 4:58 PM.