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FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

Summary of Proceedings

Fox River Navigational System Authority
2:00 P.M. Wednesday, February 22, 2012
Oshkosh Community Foundation Office
Oshkosh, Wisconsin

Authority Members in Attendance:

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

Authority Members Absent:

John Vette, Winnebago County
Will Dorsey, Wisconsin Department of Transportation
Open, Brown County

Guests and Staff in Attendance:

Harlan Kiesow, FRNSA CEO
Robert Stark, FRNSA staff

Chairman Ron Van De Hey called the meeting to order at 2:19 p.m.

1. **Introductions:** Chairman Van de Hey asked for introductions.

2. **Approval of Minutes of January, 2012 Authority Meeting:**

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

Tim Rose called for a correction of stated fees paid last quarter to Associated Bank and Community Foundations to manage funds and to amend the minutes to read \$47,000.00, not \$30,000.00 as published.

A motion to approve the January, 2012 minutes as amended was made by Tim Rose. Second by Jean Romback-Bartels. Motion passed unanimously.

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

- a. **Operational Budget**
- b. **Capital Budget**

Tim Rose stated he has reviewed the attached Operational and Capital reports and we are operating within budget.

- c. **Unlock the Fox Fund**

Tim Rose stated the fund has increased \$600,000.00 in the past month due to receiving the \$400,000.00 state match and \$200,000.00 in equities growth.

There was discussion that Associated has not yet re-invested the Local Funds being held in the Money Market fund since last fall.

Tim Rose will discuss with Curt Detjen whether the outstanding \$84,000.00 in pledges shown on the report should remain on the report or be written off.

- d. **Quarterly Financial Meeting Report**

The Quarterly Financial Meeting with the Associated investment advisors, the Oshkosh, Fox Cities and Green Bay Foundations, and FRNSA Executive Committee was held prior to the Board Meeting.

Discussion included whether combining the restoration of the remaining three locks into one bid would result in cost savings and what affect this might have on long range investments.

Harlan Kiesow stated combining the three in one bid could result in a 10 – 20% cost savings.

Tim Rose made a motion to receive the financial reports and place on file. Motion second by Jean Romback-Bartels. Motion passed unanimously

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

- a. **Report on Kaukauna Lock #5 Design Contract, *H. Kiesow***

McMahon is working with SEH on contract language and expects to have sample contract language ready by next month to submit for DOT approval. Following approval of the contract by the DOT, design work should be completed by the end of August in time for bidding and possibly starting work in late fall of 2012.

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

Construction of the gates is completed. Hardware is being installed. A problem has been discovered with the valve gears. A change order will be needed to approve re-casting of the gears. Work on the lock is expected to be completed in two weeks.

c. Kaukauna #4 C. R. Meyer D/B Invoice Approval

Phil Ramlet stated he has reviewed the CR Meyer invoice for \$263,774.00 and found it to be consistent with work completed.

Tim Rose made a motion to pay the CR Meyer invoice for \$263,774.00. Motion second by Jim Draeger. Motion passed unanimously.

d. De Pere Shoreline Rip-Rap Project Status, H. Kiesow

The Rip-Rap project approved last month has been completed.

Harlan Kiesow stated there are two additional items to discuss:

1. Removal of Sediment from Kaukauna Lock #5 and hauling 400-500 cubic yards (25 truckloads) to Outagamie Landfill. Freedom Excavating estimated cost to be less than \$5000.00 plus tipping fees. After negotiating landfill contract, an e-mail vote for approval will be requested.
2. Concrete repair at De Pere Lock. Janke Contractors estimated cost to be \$60,000.00. Omni will confirm the scope of work and cost estimate. An e-mail vote for approval of contract to complete work in April 2012 will be requested.

5. Establish 2012 Locks Operation Schedule, H. Kiesow, B. Stark

The results of a survey of property owners with docks on the river between Appleton Lock #4 and Little Chute were discussed. The survey asked about anticipated use of the Cedars and four Appleton locks for the coming season. Results of the survey favored extended hours of operation.

Harlan Kiesow proposed a May 12 through October 7 Locks Operation Season for 2012. The hours of operation for De Pere, Little Rapids, and Menasha will be the same as last year. The hours of operation for Appleton #1, #2, #3, #4 will be 11AM – 11PM Friday, Saturday, Sunday, and Holidays. The hours of operation for Cedars will be 10AM – 10PM Friday, Saturday, Sunday, and Holidays.

Jim Draeger made a motion to approve the proposed 2012 Locks Operation Season and hours proposal. Motion second by Tim Rose. Motion passed unanimously.

6. Committee Member Appointments, R. Van De Hey

Rapide Croche Transfer Station/AIS Committee

John Shier, FRNSA, Chair
Jennifer R. Steltenpohl, WDNR
Andrew Knudsen, Lawrence University
J. C. Nelson, Boater Representative
Dr. Phil Moy, University of Wisconsin Seagrant
Dave Peck
Bill Raaths, FRNSA
TBD, Fisherman

Engineering Committee

Will Dorsey, FRNSA, Chair
Jim Draeger, FRNSA
Tim Rose, FRNSA
John Vette, FRNSA

Property Committee

Jim Draeger, FRNSA, Chair
Jean Rombach-Bartels, FRNSA
Candice Mortara
Ed kleckner
TBD, Brown County FRNSA
Tom Baron, ECWRPC

Harlan Kiesow stated that the FRNSA Bylaws authorize Chairman Van De Hey to make committee appointments.

Tim Rose made a motion to approve the committee appointments as presented. Motion second by John Shier. Motion passed unanimously.

7. Operations Report, H. Kiesow

The mild weather this winter has made it possible for staff to continue working on brushing and lock property landscape clean up.

8. Communications, K. Kiesow

There are no communications to report this month.

9. Other

Harlan Kiesow and Bob Stark presented seminars about the FRNSA and Locks Restoration at the WBAY Boat Show in Green Bay. Both seminars were well attended.

Materials will be distributed at the upcoming Canoecopia to be held at the Arena in Madison. We will promote use of the locks by giving away a Season Lock Pass.

Information on a proposed advertisement on the back page of the April Fox Cities Magazine was presented. Tim Rose made a motion to approve \$1850.00 for the ad. Motion second by John Shier. Motion passed unanimously.

Discussion followed about other possible media and activities to consider using to promote the Lower Fox River Locks: Bay Business Journal, Wisconsin Magazine of History, River Alliance tours, Natural Resources Magazine, providing free season/daily lock permits as prizes for supporting organizations to give away.

There being no other business, Bill Raaths made a motion to adjourn; Chair Van De Hey adjourned the meeting at 3:25 p.m.