

Meeting Notice

Fox River Navigational System Authority Meeting
3:00 P.M. Tuesday, March 24, 2015
Authority Office
1008 Augustine Street, Kaukauna, WI

AGENDA:

1. Introductions
2. Approval of Minutes of the February 2015 Authority Meeting
3. Financial Status Reports, *J. Vette*
 - a. Operational Budget
 - b. Capital Budget
 - c. Unlock the Fox Fund
 - d. Corps Funds Request Status
 - e. Abandonment Plan Peer Review Recommendation
 - f. Community Foundations MOA Status
4. Engineering Committee Report, *W. Dorsey*
 - a. **Resolution 3-15:** Little Kaukauna Lock Maintenance
 - b. Stop Logs Recommendation
5. Property Committee Report, *D. Penkiunas*
 - a. **Resolution 4-15:** Visitor Center Interpretive Contractor
 - b. ACOE Property Transfer Status
 - c. Approve Little Chute Kayak Launch Historic Preservation Study
 - d. Appleton Lock 3 Property Proposal, *R. Stadtmueller*
 - e. TDS Easement Draft Appleton Lock #1
 - f. Approve Split Rock Studio Contract
 - g. Open Fishing Policy De Pere and Menasha Locks
6. Rapide Croche Transfer Environmental Assessment Status, *R. Stark*
 - a. DNR Letter Status
 - b. Intermediate Testing Study
7. Operations Report, *R. Stark*
 - a. Operations Report
 - b. Locktender Orientation
 - c. Accept Locks Operation Manager Resignation
8. Communications
 - a. Federal
 - b. State
 - c. Local
 - d. Public
9. Other
 - a. Approve COO Assistant Position for Hiring

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**FOX RIVER NAVIGATIONAL
SYSTEM AUTHORITY**

Summary of Proceedings

Fox River Navigational System Authority Meeting
3:00 P.M. Tuesday, March 24, 2015
Authority Office
1008 Augustine Street, Kaukauna, WI

Authority Members in Attendance:

Tim Rose, Outagamie County
Jean Rombach-Bartels, Wisconsin DNR
Daina Penkiunas, Wisconsin Historical Society
Bruce Enke, Brown County
Will Dorsey, Wisconsin Department of Transportation

Authority Members Absent:

Jeff Feldt, Outagamie County
John Vette, Winnebago County
Bill Raaths, Winnebago County
Kathryn Curren, Brown County

Guests and Staff in Attendance:

Harlan Kiesow, FRNSA CEO
Robert Stark, FRNSA COO
Rodger Urbanek, FRNSA Administrative Assistant
Ron Van De Hey
Tim Bolwerk - Omni Associates

Chairman Tim Rose called the meeting to order at 3:01 P.M.

1. Introductions

Chairman Tim Rose asked all attendees to introduce themselves to the meeting.

2. Approval of Minutes of the February 2015 Authority Meeting

Chairman Tim Rose asked the Board for any additions or corrections to the Minutes of the February 2015, meeting. There were no additions or corrections.

3. Financial Status Reports, J. Vette

Treasurer John Vette could not be present at this meeting. Chairman Tim Rose reviewed the financials for the meeting.

a. Operational Budget

Chairman Tim Rose reviewed the Operational Budget and reported that he did not find any areas of concern. Tim pointed out that our operating income will be down this year. Tim reminded the Board of the refunds made to boaters when the Menasha Locks were closed and also the financial effects to operating income caused by the rents lost due to the Army Corps of Engineers vacating the property.

b. Capital Budget

Tim reported that the Capital Budget looked good and we should come in on budget.

c. Unlock the Fox Fund

Tim reported that we are doing well with our funds and have realized a 6.98% rate of return since inception. The fund present balance is just over \$19,000,000.00. Tim Rose motioned to accept the Financial Report. Motion seconded by Jean Romback-Bartels. Motion carried.

d. Corps Funds Request Status

We are waiting for the Corps to process this payment. Payment is scheduled for April.

e. Abandonment Plan Peer Review Recommendation

Robert Stark reported that he has been working with Phil Ramlet of Omnni and Associates. A copy of the 1994 Mead & Hunt plan was given to C.R. Meyer Construction and Boldt Construction for their review. After the two companies reviewed the plan C.R. Meyer said that they would not be interested in going forward. Boldt Construction came back and wanted to do this study. The estimate on the cost to do the renewed Abandonment Plan would be around \$10,000.00. Tim Rose asked for a motion to go ahead. Will Dorsey made the motion to approve the Abandonment Study up to the point of \$10,000.00. Motion seconded by Bruce Enke. Motion carried.

f. Community Foundations MOA Status

Tim Rose and Robert Stark have been meeting with the Foundations working on a new MOA. They are working on resolving remaining issues.

4 Engineering Committee Report, W. Dorsey

a. Resolution 3-15: Little Kaukauna Lock Maintenance

Will Dorsey presented **Resolution 3-15: Little Kaukauna Lock Maintenance** to the Board for a vote. The resolution is for the approval of the contract with Lunda

Construction for the maintenance of Little Kaukauna Lock. This maintenance contract was presented to the Board earlier and we now have to vote on the resolution. Will made the motion to approve Resolution 3-15. Motion seconded by Jean Romback-Bartels. Motion carried.

b. Stop Logs Recommendation

Robert Stark reported that the Lunda Construction has started working and have found that the stop logs are not safe to use. Earlier the logs were tested and said to be okay, however, once work was started to re-configure the stacks of stop logs it was discovered that where the logs are bolted together in stacks they are rotted out and cannot be used. Omni and Associates have looked at the logs to see if there would be a way to save them. It was determined that they are not usable. To secure new logs we are looking at \$35,000.00 with an additional cost of \$10,000.00 to prepare them for use. We need the have stop logs available should we need to work on the locks or should there be some type of emergency and we would need a bulkhead. There is a possibility to have bulkheads made of metal. They would be manufactured to be adjustable so they could be used at all the locks. At present the locks are of two widths 35 feet and 38 feet. It is estimated that wood stop logs would have a useful life of around 25 years. The steel barriers would last much longer. Will Dorsey motion to go ahead with securing steel bulkheads not to exceed \$ 70,000.00. Motion seconded by Daina Penkiunas. Motion carried.

5. Property Committee Report, D. Penkiunas

a. Resolution 4-15: Visitor Center Interpretive Contractor

Daina Penkiunas presented **Resolution 4-15: Visitor Center Interpretive Contractor** to the Board for approval vote. Daina Penkiunas motioned to approve Resolution 4-15. Motion seconded by Jean Romback-Bartels. Motion carried.

b. ACOE Property Transfer Status

Robert Stark reported that he is still having monthly phone conference meetings with the Corps. Robert reported that the meetings are going well and issues are being worked out. Progress is being made.

c. Approve Little Chute Kayak Launch Historic Preservation Study

Robert Stark reported that FRNSA has been working with the Village of Little Chute on the Kayak Launch. We now need to contract with Ann Biebel to do the Historical Study. The cost of the study will be around \$600.00. The study will take approximately 2 months to complete. Daina Penkiunas motioned to approve the hiring of Ann Biebel to do the Historical Study not to exceed \$600.00. Motion seconded by Jean Romback-Bartels. Motion carried.

d. Appleton Lock 3 Property Proposal, R. Stadtmueller

Randy Stadtmueller presented proposal to purchase property at Appleton Lock #3. A purchase would be a cleaner way to handle the situation over a lease. The appraisal of

the property would be on a square foot bases. Randy Stadtmueller said he would offer \$50,000.00, for the property. The plans for the property would be 8 residential units which would fit nicely with the plan FRNSA has in place do develop the site with a Visitor Center. Daina Penkiunas voiced her concern about the precedence we are setting in selling the lock property. Will Dorsey motioned to sell the property with the contingency that a formal offer to purchase must first be approved. Motion seconded by Jean Romback-Bartels. Motion passed. Daina Penkiunas opposed.

e. TDS Easement Draft Appleton Lock #1

Robert Stark reported on the TDS Easement. Easement is a construction easement for a fiber optic cable to a pole. It was decided on a \$500.00 registration fee and a \$100.00 annual fee with a 5 year review. Motion made by Will Dorsey to approve the Easement. Motion seconded by Jean Romback-Bartels. Motion carried.

f. Approve Split Rock Studio Contract

Daina Penkiunas presented the Split Rock Studio Contract for Board approval. Daina Penkiunas motioned to approve the contract. Motion seconded by Bruce Enke. Motion carried.

g. Open Fishing Policy De Pere and Menasha Locks

We are experiencing a lot of interest in fishing in De Pere and the Menasha Locks. This is in the spring before the locks are open for the navigation season. Robert Stark recommends that on a trial basis we will open the locked gates to allow access to the De Pere Lock waterfront for fishing. This is a plan that is approved by the De Pere Police, City of De Pere and the DNR. Motion made by Will Dorsey to allow fishing at De Pere on a trial bases. Motion seconded by Jean Romback-Bartels. Motion carried.

Robert Stark recommends that we on trial bases unlock the gates at Menasha Lock for fishing. Will Dorsey motioned to allow fishing at the Menasha lock. Seconded by Jean Romback-Bartels E-mail ballot to take place following discussions and concurrence by Menasha and Menasha Police.

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

a. DNR Letter Status

Robert Stark reported on the progress being made on the answer to the DNR letter. We are working on the last three items and are satisfied with the progress being made.

b. Intermediate Testing Study

The DNR has amended its requirement of the Intermediate Study testing.

7. Operations Report, R. Stark

a. Operations Report

Robert Stark reported that we are making progress with the off season cleaning up process at the Kaukauna headquarters facility and grounds. Planning and hiring for the upcoming navigation season is underway.

b. Locktender Orientation

We will be holding a Lock Tender Orientation on April 8, 2015. We have asked Ann Clausen to give an overview of the locks and history of the locks. She will impress upon the Lock Tenders what FRNSA is looking for as they represent FRNSA to the boating public.

c. Accept Locks Operation Manager Resignation

Robert Stark reported that he has accepted the resignation of Locks Operation Manager Dennis Arnoldussen. Dennis has agreed to help out until May 1, 2015.

8. Communications

a. Federal

We are waiting for the Corps to make their \$2,100,000.00 payment.

b. State

Received Thank You card from State Senator Rodger Roth following meeting with the new Senator.

On March 9, 2015 FRNSA met with State Officials at the Capitol. Meetings included: Area Legislators staffs, the Governor's Deputy Chief of Staff, DOA/DNR representatives, and Deputy DOA Secretary. Were able to make many valuable new contacts at the State level and to share updates on the locks restoration progress and to present ideas and future plans.

c. Local

Received confirmation from Lawrence University to create an intern position for the Authority to create library of historic files and documents.

Received letter from City of De Pere requesting consideration of accepting land donation from De Pere to the State/FRNSA. Referred to Property Committee.

d. Public

"Save the Date" cards were sent out to local and state officials informing them of the FRNSA 10th Anniversary Celebration planned for August 25, 2015.

Tim Rose and Robert Stark talked with the new President of Lawrence University. He was interested in talking with the neighbors in the area and working with the FRNSA.

9. Other

a. Approve COO Assistant Position for Hiring

Robert Stark introduced a proposal to create and hire a COO Assistant position. The Board will be presented with a recommended candidate at the next Board Meeting. Motion made by Jean Romback-Bartels to start the hiring process for the position of COO Assistant. Motion seconded by Daina Penkiunas. Motion carried.

There being no other business the Chair called for a motion to adjourn. Motion made by Jean Romback-Bartels. Motion second by Will Dorsey. Chair Rose adjourned the meeting at 5:07 PM.