

Meeting Notice

Fox River Navigational System Authority Meeting
3:00 P.M. Tuesday, April 28, 2015
Authority Office
1008 Augustine Street, Kaukauna, WI

AGENDA:

1. Introductions
2. Approval of Minutes of the March 2015 Authority Meeting
3. Financial Status Reports, *J. Vette*
 - a. Operational Budget
 - b. Capital Budget
 - c. Unlock the Fox Fund
 - d. Associated/CF Meeting Report
 - e. Corps Funds Request Status
4. Engineering Committee Report, *W. Dorsey*
 - a. Little Kaukauna Repair Status
 - b. Abandonment Plan Peer Review
5. Property Committee Report, *D. Penkiunas*
 - a. De Pere Property Transfer Offer
 - b. ACOE Property Transfer Status
 - c. Karen Harkness/Appleton Planning Staff Meeting Report
 - d. Section 106 Review
6. Rapide Croche Transfer Environmental Assessment Status, *R. Stark*
7. Operations Report, *R. Stark/J. Van Boxtel*
 - a. Operations Report (Menasha Ops, Orientation, other)
8. Communications
 - a. Federal
 - b. State
 - c. Local
 - d. Public
9. Other
 - a. Approve Anniversary Planner Proposal, *H. Kiesow*
 - c. Review updated Management Plan, *H. Kiesow*

Closed Session ss19.85 Chair announces Closed Session and Unanimous Roll Call Vote

- a. **Community Foundations MOA – Closed Session ss19.85.1(e)**

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FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

Summary of Proceedings

Fox River Navigational System Authority Meeting
3:00 P.M. Tuesday, April 28, 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
Jeff Feldt, Outagamie County
John Vette, Winnebago County
Bill Raaths, Winnebago County
Kathryn Curren, Brown County

Authority Members Absent:

Guests and Staff in Attendance:

Harlan Kiesow, FRNSA CEO
Robert Stark, FRNSA COO
Rodger Urbanek, FRNSA Administrative Assistant
Jim Van Boxtel, FRNSA Lock Manager
Phil Ramlet - Omni Associates

Chairman Tim Rose called the meeting to order at 3:10 P.M.

1. Introductions

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

2. Approval of Minutes of the March 2015 Authority Meeting

Chairman Tim Rose asked for the approval of the March 2015 meeting minutes. Robert Stark said in the minutes under Property Committee Report Item d. we were missing the name of the Board Member who seconded the motion made by Will Dorsey. Jean Rombach-Bartels said she had seconded the motion. Jean Rombach-Bartels motioned

that we approve the minutes as corrected. Will Dorsey seconded the motion. Motion carried.

3. Financial Status Reports, *J. Vette*

a. Operational Budget

Treasurer John Vette reported that the operational budget report looked good. Expenses are up a little along with salaries but we should stay in budget for the year.

b. Capital Budget

In review of the Capital Budget report we see that salaries are up slightly but should be at budget for the year. Capital projects are up because of more project work being done. We should stay in budget for the year on the Capital side.

c. Unlock the Fox Fund

John Vette reported that we have a fund balance of over \$18,875,000.00. We are showing a rate of return for the month of March of 6.86%. Since inception we have realized a return of 7.12%.

d. Associated/CF Meeting Report

Robert Stark reported on their meeting with Foundation. The advisor explained how they are managing the fund and that they are following our policies. They are working at getting the maximum return. They are interested in our Management Plan along with our Abandonment Plan.

e. Corps Funds Request Status

Robert Stark reports that the Army Corps of Engineers are now going to issue a check for the \$2.1 million. They should be issuing the check before the end of the month.

Chairman Tim Rose asked for a motion to accept the Financial Reports. John Vette motioned to accept the Financial Reports. Motion was seconded by Daina Penkiunas. Motion carried.

2. Engineering Committee Report, *W. Dorsey*

a. Little Kaukauna Repair Status

Robert Start reported that we have abandoned the plan to use the stop logs. It was found that the logs are no longer functionally sound and could not be used. They will be replaced with metal bulk heads. The bulk heads will last much longer. The design process is now complete and they will be fabricated this week at Lunda Construction. The project is moving forward.

b. Abandonment Plan Peer Review

Phil Ramlet of Omni Associates presented a handout which looked at the cost of abandonment along with a breakdown of costs. Boldt Construction provided a construction plan for this abandonment. The plan estimated the cost and the funds needed to finance any abandonment process. Chairman Tim Rose asked the Board to study the plan and next month we will come up with a plan after everyone has an opportunity to study the plan.

3. Property Committee Report, D. Penkiunas

a. De Pere Property Transfer Offer

Daina Penkiunas presented to the Board the plan the City of De Pere presented to the Property Committee for a transfer of property from the City of De Pere to FRNSA. This parcel of land is actually an earthen dam. The committee had a lengthy discussion on this proposal. No action at this time.

b. ACOE Property Transfer Status

Robert Stark reported on the progress being made on the property transfers. The Corps is having monthly conference calls reporting on the progress being made. We should see the cleanup of the property at this office completed at the end of the summer. They will be razing the garages toward the north of the office and then completing the cleanup.

c. Karen Harkness/Appleton Planning Staff Meeting Report

Robert Stark reported that they have had a meeting with Karen Harkness Appleton Economic Director. Also present were members of the Appleton Planning Staff. The purpose of the meeting was to discuss the development of the Appleton Lock 3 area. They came to the meeting prepared to discuss any development efforts being made. Appleton is very willing to help with all projects. We have developed a good working relationship with Appleton.

d. Section 106 Review

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

Robert Stark reported that work is continuing on the DNR letter. FRNSA is moving forward on all the items covered by the letter. We will be presenting the plan to the DNR.

5. Operations Report, R. Stark/J. Van Boxtel

a. Operations Report (Menasha Ops, Orientation, other)

Robert Stark introduced Jim Van Boxtel to the Board as the Locks Manager. Jim reported that he is getting staffed up for the upcoming season. All the projects that are in the works will be completed. We had a Lock Tender meeting which was well attended. The group showed enthusiasm for the upcoming season.

6. Communications

a. Federal

The Army Corps of Engineers reported that they are going to issue a check on April 28, 2015, instead of direct deposit.

b. State

Robert Stark reported that we are having ongoing correspondence with the State as a result of the meeting we had with them earlier this year. We were advised that the Governor will not be able to attend the 10th. Year Celebration on August 25, 2015.

c. Local

Will Dorsey reported that the Veteran Memorial Bridge in Kaukauna must be open in 2017. The funding for the bridge is an issue. It is looking like the surrounding communities may agree to allow their grant funds to be contributed towards a \$1,000,000.00, fund. That is if the funds become available. The big problem with the bridge is the mechanicals must be reinstalled.

d. Public

7. Other

a. Approve Anniversary Planner Proposal, *H. Kiesow*

Harlan Kiesow reported that he has met with the people at Amazing Events. They are an events planner with a good reputation for planning successful events. Harlan asked them for ideas. They will bring a plan to the Board meeting. They estimate the cost to be in a range from \$7,700.00 to \$10,000.00. William Raaths moved to pursue the help of Amazing Events to plan for this 10th. Year Celebration. Motion was seconded by Daina Penkiunas. Motion Carried.

b. Review updated Management Plan, *H. Kiesow*

Harlan Kiesow presented a Power Point Presentation to the Board. The whole plan was reviewed by the Board.

Closed Session ss19.85 Chair announces Closed Session and Unanimous Roll Call Vote

Bill Raaths motion to adjourn regular Board meeting. Motion seconded by Jean Rombach-Bartels. Chairman Tim Rose called for the roll call vote. The roll call vote was unanimous. Meeting adjourned.