

# Meeting Notice

Fox River Navigational System Authority Meeting  
3:00 P.M. Tuesday, May 26, 2015  
Authority Office  
1008 Augustine Street, Kaukauna, WI

## AGENDA:

1. Introductions
2. Approval of Minutes of the April 2015 Authority Meeting
3. Financial Status Reports, *J. Vette*
  - a. Operational Budget
  - b. Capital Budget
  - c. Unlock the Fox Fund
  - d. CF MOA Status
  - e. Corps Funds Request Status
  - d. Approve Abandonment Plan Update
4. Engineering Committee Report, *W. Dorsey*
  - a. Little Kaukauna Lock Repair Status
  - b. Little Chute Wall Repair Status
  - c. Kaukauna Canal Wall Repair Status
5. Property Committee Report, *D. Penkiunas*
  - a. De Pere Property Transfer Offer Update
  - b. ACOE Property Transfer Status
  - c. Approve Little Chute Easements
  - d. Little Chute Kayak Launch Update
6. Rapide Croche Transfer Environmental Assessment Status, *R. Stark*
  - a. DNR Letter Response
  - b. Approve Lawrence University Resting Eggs Study Proposal
7. Operations Report, *R. Stark/J. Van Boxel*
  - a. Operations Report
8. Communications
  - a. Federal
  - b. State
  - c. Local-UWGB Phosphorus Monitoring Project
  - d. Public-Trestle Memorial Tribute
9. Other
  - a. Approve Updated Management Plan, *H. Kiesow*
  - b. Approve FRNSA Office Sign Proposal
  - c. Anniversary Planner Status, *H. Kiesow*

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**FOX RIVER NAVIGATIONAL  
SYSTEM AUTHORITY**

**Summary of Proceedings amended 7/28/15**

Fox River Navigational System Authority Meeting  
3:00 P.M. Tuesday, May 26, 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  
Kathryn Curren, Brown County

Authority Members Absent:

Bill Raaths, Winnebago County

Guests and Staff in Attendance:

Harlan Kiesow, FRNSA CEO  
Robert Stark, FRNSA COO  
Rodger Urbanek, FRNSA Administrative Assistant  
Phil Ramlet, OMNNI Associates  
Luke Green, Assistant Locks Manager

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

**1. Introductions**

Chairman Tim Rose asked everyone present to introduce themselves.

**2. Approval of Minutes of the April 2015 Authority Meeting**

Chairman Tim Rose asked if there were any additions or corrections to the April 2015 meeting minutes. Motion was made and seconded to accept the minutes as presented. Motion carried

### **3. Financial Status Reports, J. Vette**

#### **a. Operational Budget**

Treasurer John Vette reviewed the Operational Budget. John noted that we should be able to stay in budget for the year.

#### **b. Capital Budget**

Treasurer John Vette reviewed the Capital Budget and again it looks like we will be in budget for the year.

#### **c. Unlock the Fox Fund**

Treasurer John Vette reviewed the Unlock the Fox Fund statement noting that we have funds of 18.9 million. It was noted that the Army Corps of Engineers proceeds of 2.1 million does not show up in this month's figures. John noted that the fund has earned since inception a 7.2% return.

#### **d. CF MOA Status**

John Vette asked Chairman Tim Rose to go over the MOA. Tim reported that we are working with an attorney and are waiting for his opinion at this time.

#### **e. Corps Funds Request Status**

The Army Corps of Engineers has made the payment of the 2.1 million. This will show up in next month's statement.

Treasurer John Vette motioned to have the Financial Report approved. Motion was seconded by Daina Penkiunas. Motion carried.

#### **f. Approve Abandonment Plan Update**

Harlan Kiesow reported that as part of the Management Plan we need to have an Abandonment Plan. This Abandonment plan needs to be revised from time to time to keep it current. Phil Ramlet of Omni Associates reported that he did a re-evaluation of the Abandonment Plan looking at the old Meade & Hunt plan. Boldt Construction worked on the cost of construction that would be need for abandonment. Many of the items listed in the Meade & Hunt plan have already been done and would not have to be considered in the revision. The plan looks at the cost of operation and maintenance. The plan projects the funds needed today to have sufficient funds by 2034 to complete the abandonment. Tim Rose said that by next meeting we will have a proposal to compute the funds needed today to have the funds required in 2034.

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

##### **a. Little Kaukauna Lock Repair Status**

New bulkheads are in the process of fabrication and are not ready at this time. We will be doing the repairs after the end of the boating season.

##### **b. Little Chute Wall Repair Status**

Robert Stark reported that we have received the final approvals from the Historic Preservation office in Madison. We have approval to do all the work we proposed to do including the retaining wall on the South side of the canal.

##### **c. Kaukauna Canal Wall Repair Status**

We have hired a professional and a crew of three to do the tuck pointing work on the canal wall. The crew will also be working in Appleton.

##### **Other**

Will Dorsey reported that the funding for the Kaukauna Memorial Bridge will not be available at this time. Funds haven't been secured yet. Tim Rose stated we will be talking with Senator Roth to see if some funding can be found for the funding of the bridge.

#### **5. Property Committee Report, *D. Penkiunas***

##### **a. De Pere Property Transfer Offer Update**

Robert Stark reported that he has talked with De Pere but there are no new items to report.

##### **b. ACOE Property Transfer Status**

No update this month. The Corps did not host a conference call this month.

##### **c. Approve Little Chute Easements**

The Little Chute Board has acted on them and will be getting back with us shortly.

##### **d. Little Chute Kayak Launch Update**

Progress is being made but it is slow. We will continue to work with Little Chute. Trying to bring Historic to resolution.

##### **Other**

Tim Rose reported that Split Rock met with the Visitor Center Committee last Tuesday and on Wednesday they met in the morning with construction people and in the afternoon they met with 4 of the 7 School Districts that were invited to meet with Split

Rock. The School District met to talk about the Historic and the learning experience that the Visitor Center will provide.

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

### **a. DNR Letter Response**

Robert Stark reported that we have worked to address all the items in the DNR letter. Jean Romback-Bartels reported that she thought the response was complete and she will meet with others at the DNR for their thoughts.

### **b. Approve Lawrence University Resting Eggs Study Proposal**

Robert Stark reported on the proposal to have Lawrence University do the Resting Eggs Study. This would be in addition to the AIS study Lawrence is doing already. The Resting Eggs Study would cost \$ 15,524.51, Tim Rose asked for a motion to approve this study. Motion was made by Will Dorsey to approve the study. Motion seconded by John Vette. Motion carried.

## **7. Operations Report, *R. Stark/J. Van Boxtel***

### **a. Operations Report**

Robert Stark reported that the lock operations are in full swing. We have increased the maintenance staff to do some of the work need for the lock properties maintenance. Robert introduced Luke Green as the Assistant Lock Manager. Robert reported that Luke brings positive energy to the team. Luke reported that they are working hard at making the locks look good for the season with a lot of landscaping and plantings. Luke reported that opening weekend was a little slow due to the rains. Luke reported 138 lockages, 134 boats, and 536 passengers.

## **8. Communications**

### **a. Federal**

None

### **b. State**

Robert Stark reported that we are working with Doug Lovejoy of the State DOA on some questions and clarifications on some of the land and project proposals.

### **c. Local-UWGB Phosphorus Monitoring Project**

UWGB has approached us requesting to install metering equipment. They have a Sea-grant to measure the phosphorus levels in the river. The equipment is to be installed on the island at the Little Kaukauna Lock.

#### **d. Public-Trestle Memorial Tribute**

Robert Stark reported that a group is planning a Trestle Memorial Tribute and has asked us if they could use our property at the Menasha Lock for staging and use of the restroom. We said that we would work with them on that. Unfortunately the event was rained out and will have to be rescheduled.

### **9. Other**

#### **a. Approve Updated Management Plan, H. Kiesow**

Harlan Kiesow, reported that in our Management Plan we need to include the Abandonment plan. The Abandonment Plan has been re-evaluated and we have determine that we will have required abandonment funds in 2034, for the steps needed for this abandonment. We also have to look at what we need to do as we approach 2034. If we are going to keep operating the locks we will need to do some rebuilding of the locks which needs to start in 2028. If we do not plan to operate the locks after 2034 then the rebuilding will not have to be done. We need direction from the Board as to whether we plan to keep locks open after 2034 or not. This will allow the Management Plan the direction needed to plan the finances.

John Vette motioned that the Authority plan to operate the lock system beyond 2034. Motion seconded by Bruce Enke. Motion carried.

We will also need approval for the Visitor Center which would then have to be reflected in the Financial Plan. We need the approval of the Board to go ahead with the Visitor Center. Jeff Feldt suggested that we plan to finance the whole Visitor Center and should we have a Fund Raising Drive we will have more money to complete the project.

Board discussion followed reflecting on Rapid Croche and the Visitor Center needing to be put into the Financial Plan.

Jeff Feldt Motioned to approve Rapid Croche Transfer Station in the amount of \$4,000,000.00 and the Visitor Center in the amount of \$750,000.00 be put into the financial part of the Management Plan. Motion was seconded by John Vette. Motion carried. Jean Rombach-Bartels abstained.

#### **b. Approve FRNSA Office Sign Proposal**

Executive Committee at their meeting approved the marking of the FRNSA building with a sign on the outside and signage in the lobby. Committee is looking for Board approval for signage not to exceed \$1500.00.

John Vette motioned to authorize the signage not to exceed \$1500.00. Motion seconded by Jean Rombach-Bartels. Motion carried.

**c. Anniversary Planner Status, *H. Kiesow***

Harlan Kiesow reported on the planning of the 10 Year Anniversary. Amazing Events is working on the preparations and planning of this event and it is on track.

Executive Committee reports that it has accepted the resignation of Harlan Kiesow as CEO of FRNSA. The Executive Committee will bring to the next Board meeting its recommendation for the CEO position replacement.

Chairman Tim Rose asked for motion to close the meeting. Motion made by Jean Rombach-Bartels. Motion seconded by Jeff Feldt. Motion carried.

Meeting adjourned at 4:39 p.m.