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## FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

### Summary of Proceedings

Fox River Navigational System Authority  
2:30 P.M. Tuesday, May 28, 2013  
Chateau De Pere (adjacent to lock)  
201 James Street, De Pere, Wisconsin

#### Authority Members in Attendance:

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

#### Authority Members Absent:

Open, Brown County

#### Guests and Staff in Attendance:

Daina Penkiunas, Wisconsin Historical Society  
Christine Williams, Fox-Wisconsin Heritage Parkway  
Randy Stadtmueller-Thilmany Upper Mill-Eagle Flats  
Candice Mortara, FWHP  
Dave Peck, Friends of the Fox  
Phil Ramlet, OMNI Associates  
Amy Vaclavik, McMahan  
Sam Pociask, McMahan  
Gene Hackbarth, DPHPC  
Dennis Arnoldussen, FRNSA Operations Manager  
Harlan Kiesow, FRNSA CEO  
Robert Stark, FRNSA Staff

Board Chairman Ron Van De Hey called the meeting to order at 3:03 P.M.

1. **Introductions:** Chair Van De Hey asked for introductions.
2. **Approval of Minutes of March, 2013 Authority Meeting:**

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

A motion to approve the March, 2013 minutes was made by Jim Draeger. Second by John Vette. Motion passed unanimously.

**6. Rapide Croche Transfer Station Status Report, *J. Shier***

**a. Status Report on EIR Process**

John Shier stated 4 Statements of Qualifications have been received and after review 3 interviews are scheduled.

Candice Mortara stated competition managers are being interviewed for the Rapide Croche International Design Competition. One manager candidate was interviewed recently and predicted the competition could begin as early as January 2014 and that a concept only design would be chosen within 6 months. This candidate proposes a fee of \$40,000 plus expenses.

**b. Status Report on Rapide Croche Cofferd Dam Application**

Harlan Kiesow discussed the deteriorating condition of the stop logs and the need for increased pumping. A solution is the installation of a cofferdam above the lock that would remain in place until work is completed on the lock site boat transfer station. Estimates will be ready at the next Board Meeting.

**3. Financial Status Reports, *T. Rose***

**a. Operational Budget**

**b. Capital Budget**

**c. Unlock the Fox Fund**

Tim Rose stated he reviewed the reports and that we are within budget. The market is being good to the Unlock The Fox Fund that is up \$1.4 Million year on year.

A motion to receive the financial reports and place on file was made by Tim Rose. Motion second by John Shier. Motion passed unanimously.

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

**a. Status Report for Kaukauna Lock #5 Design Contract, *A. Vaclivik***

Amy Vaclavik stated the design process is progressing and the design team is getting close to submitting the bid documents to the DOT.

b. **Status of Boldt D/B Project and Invoice Approval, H. Kiesow**

Harlan Kiesow discussed the Boldt invoice for \$34,185.75.

Will Dorsey made a motion to pay the invoice. Motion second by Jim Draeger. Motion passed unanimously.

c. **Status Report on Little Chute Levee Leak, H. Kiesow**

Harlan Kiesow provided an update on the leak reported and discussed last month. Omni, Corps, and Miles Winkler of the DNR supervised test digs to locate seepage. It was determined the best solution was the installation of a seepage drainage feature per Corps specifications that drains the seepage but the installed filter prevents fines from passing through the filter.

Will Dorsey made a motion to receive the report and to place on file. Motion second by John Shier. Motion passed unanimously.

5. **Property Committee Report, J. Draeger**

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a. **Approval of Final Feaker Invoice for De Pere Lock Tender House Sanitary Sewer Lateral Installation**

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Jim Draeger made a motion to approve payment of the final Feaker invoice \$21,055.60. Motion second by Jean Romback-Bartels. Motion passed unanimously.

b. **Status Report on Electrical Service Connection to De Pere House**

Harlan Kiesow reported WPS is proposing a less costly solution to getting electric power to the house. The cost is estimated at \$350.00 vs. the original estimate of \$8000.00. The lower priced option will be chosen.

c. **Report on De Pere Tender House Restoration and Approval of First Floor Sublease Conditions**

The 3 Dam Guys partnership reported it has had additional costs above their original estimate and therefore withdraws their offer of cost-sharing the sublease. Added costs include a new air-exchange furnace system, installation of Propane fuel for heating, and installation of a fire suppression system. A formula to calculate a three-year short-term sublease will be worked out and a new estimate for the cost share will be determined and a new lease presented next month.

Jim Draeger made a motion to approve a new cost share concept and formula for a 3-year sublease with no cost share and negotiate a long-term lease. Motion second by John Shier. Motion passed unanimously.

**d. Approval of Grand Kalin (Kaukauna Public Street) Draft Lease**

Jim Draeger reported the 99-year lease document presented looked good to the Property Committee. FRNSA is responsible for Chapter 31 Dam Requirements.

The consensus was to bring a final lease version to the Board in June.

**e. Status of Cedars Lock Tender House Lease**

Harlan Kiesow stated the previously approved concept plan formulated by the Fox-Wisconsin Heritage Parkway is moving forward.

**f. Conditions of Menasha Lock Tender House**

The condition of the house has deteriorated to the point that the building needs to be replaced. Estimates from contractors will be presented next month.

**g. Menasha Dock Installation**

The installation has been completed. Robert Stark reported on the installation project of the dock and ADA ramp and projected pictures of the project. Kayak/canoe launching and retrieving space is provided on the shore side of the dock. The City of Menasha will complete decorative stone work along the sides of the ramp.

**h. GIS Mapping Presentation, *McMahon Assoc.***

Sam Pociask, McMahon Associates presented a PowerPoint of the proposed FRNSA GIS project to describe how the project will benefit the FRNSA. GIS is Geographic Information system.

**7. Operations Report, *D. Arnoldussen***

Dennis reported this is the first weekend of operation of Menasha, Appleton, Cedars, Little Rapids, and De Pere locks. Unfortunately the rail bridge across the canal in Menasha is broken and repairs may take a week.

A special operation of the Appleton Locks for a flotilla of boats from the Waukesha Cruise Fleet was held last weekend.

A fire extinguisher live fire training and locktender orientation was held at the Kaukauna office. Ann Clausen of FWHP addressed the locktenders and discussed the new locktender ambassadors program.

John Vette made a motion to fix the leaking gate at De Pere. There was no motion second. Harlan Kiesow discussed the process to repair the gate adjusting turnbuckle mechanism.

## **8. Communications, *H. Kiesow***

An official correspondence Open Records Request was received from the Friends of the Fox Board of Directors. Harlan Kiesow stated an informal meeting was held with principals of the FOF to discuss the request.

Harlan Kiesow handed out copies of documents presented to the Friends of the Fox Board of Directors May 2013 meeting.

Dave Peck, Friends of the Fox President, stated Harlan Kiesow and Randy Stadtmueller attended the May FOF Board Meeting and satisfactorily answered FOF questions and concerns and that his board passed a motion to accept the explanations presented.

Dave Peck discussed a chart book of the lower Fox River locks was developed and will be presented at the upcoming FOF Annual Meeting. The charts feature navigation aids and locations of destinations for boaters and tourists.

## **9. Other**

Tim Rose discussed the need for donor recognition signage planned at Menasha, Appleton, and De Pere.

Jim Draeger recommended hiring someone to develop a sign policy and signage standards.

Harlan Kiesow stated a report would be presented at the June meeting.

There being no other business Jim Draeger made a motion to adjourn. Motion second by Jean Romback-Bartels. Chair Van De Hey adjourned the meeting at 4:45 p.m.