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**FOX RIVER NAVIGATIONAL
SYSTEM AUTHORITY**

Summary of Proceedings

Fox River Navigational System Authority
3:00 P.M. Wednesday, December 8, 2010
FRNSA Office
Kaukauna, Wisconsin

Authority Members in Attendance:

Ron Van De Hey, Outagamie County
Tim Rose, Outagamie County
William Raaths, Winnebago County
John Vette, Winnebago County
James Draeger, Wisconsin State Historical Society
Will Stark, Brown County

Authority Members Absent:

Will Dorsey, Wisconsin Department of Transportation
Celestine Jeffreys, Brown County
Open, Wisconsin Department of Natural Resources

Guests and Staff in Attendance:

Mark Ellefson, Norris & Associates
Doug Skinner, Engberg, Anderson
Phil Ramlet, OMNNI
Dave Peck, Fox-Wisconsin Heritage Parkway
Candice Mortara, Fox-Wisconsin Heritage Parkway
Gene Hackbarth, De Pere Historic Preservation Commission
Harlan Kiesow, FRNSA CEO
Bob Stark, FRNSA staff

Chairman Ronald Van De Hey called the meeting to order at 3:05 p.m.

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

2. Approval of Minutes of October 2010 Authority Meeting:

Chair Van De Hey called for additions or corrections to the minutes. A motion to approve the minutes as published was made by James Draeger and seconded by Will Stark. Motion passed unanimously.

Harlan Kiesow requested to re-order the agenda so that the action items could be done first.

5. Property Committee Report, *C. Jeffreys*

a. Final Report on Lock Keeper House Project, *Doug Skinner*

Harlan Kiesow stated he has been contacted by a local artist interested in repairing the interior and occupying the Cedars locktender house as an artist in residence. A meeting is scheduled for next week with the artist to discuss the proposal and possible rental fees.

Doug Skinner of Engberg, Anderson described the work recently completed on the locktender houses. Mr. Skinner stated the goal was to secure the exterior envelope of each house and to make the structures watertight. The shutters installed in the window openings provide ventilation. The homes are well built and the framing is in remarkable condition. There is no insulation or poor insulation in the walls and the interior plaster is in poor condition. Much of the interior woodwork is vandalized. The De Pere house porch was stabilized by installation of new floor joists and using “push pins” that were installed hydraulically to protect the foundation.

Harlan Kiesow stated that there are 10 locktender houses and 8 of them were stabilized using funding from a grant. The Menasha house is not on the national historic register and whether to raze it as recommended by the Fox-Wisconsin Heritage Parkway plan or keep it for an adaptive use has not been decided. Volunteers are stabilizing the Lawe Street house in Appleton.

Harlan Kiesow stated the lock tender house project was 100% funded by a grant with a FRNSA cost-share for the change orders of \$18,000.00 to \$20,000.00. The original cost-share estimate was \$30,000.00.

A motion to accept the final report was made by Tim Rose. The second was by Will Stark. The motion passed unanimously.

b. Approval of Eagle Flats Project Lease, *R. Stadtmueller*

Harlan Kiesow reported that due to setbacks in resolving some local and funding issues the lease has not been completed and recommended tabling discussion to the next meeting.

c. Status of Menasha Lock House Archeological Proposal, *H. Kiesow*

Harlan Kiesow reported 3 firms have been contacted for an estimate to do an archeological investigation. The estimate to examine the house area and proposed land swap areas only, not the entire lock property, is \$5000.00.

d. Status Report on De Pere Lock Keeper House Study, G. Hackbarth

Gene Hackbarth of the De Pere Historic Preservation Commission reported the consultant on the De Pere house preservation project is LJM Architects. The \$50,000.00 cost of the feasibility study is funded by a Preserve America Grant with the cost-share by locally raised funds. The feasibility study must contain a Historic Structures Report that will cost \$50,000.00. The goal is that the future use of the house will be sustainable after the work is done.

6. Request for Funding Assistance on Heritage Parkway Management Plan, C. Mortara

Candice Mortara stated the scope of the proposed study is “How to best tell the story to attract the biggest audience of visitors”. UW Stevens Point has already done work to develop Parkway projects. The cost to do the proposed study and analysis is \$130,000.00 - \$150,000.00. The F-WHPC is requesting a pledge from the FRNSA of 1/10 the cost or \$15,000.00. The payment of the pledge would not be due until funding is secured and the study project moves forward.

Harlan Kiesow stated that the FRNSA has budgeted \$50,000.00 to do a FRNSA Comprehensive Plan. There is some duplication of effort in the proposed F-WHP study that could save the FRNSA some cost. Mr. Kiesow recommended that the FRNSA support the F-WHP concept management plan with funding as well as support of the concept.

Jim Draeger made a motion to pledge \$15,000.00 for the F-WHP Interpretive Plan. Motion second by John Vette. Motion passed unanimously.

4. Engineering Committee Report, W. Dorsey

a. Report on Kaukauna Lock #5 Design Contract, P. Ramlet

Phil Ramlet reported McMahon is preparing the contract.

b. Status on Kaukauna 5 Cofferdam & Dewater, H. Kiesow

Harlan Kiesow stated the estimates were circulated to the Board and the low bid of \$19,000.00 was approved. It is possible there may be a change order needed for more material. Despite some ice and snow at this time, it may still be possible to dewater the lock now and do the inspection. Chapter 30 permits are not required for this project, but DNR approval has been obtained.

c. Report on Appleton Lock 3 Rip Rap Action, H. Kiesow

Harlan Kiesow reported DNR inspections at Appleton #3 levee pointed out that maintenance action was required. The levee is normally inaccessible; however, the construction of the Appleton water main has made the site accessible with their

installation of a temporary dam and roadway. FRNSA cost is for levee maintenance is approximately \$5,000.00 for tree removal and rip rap work.

d. Status Report on De Pere Lock Lower Gates, *H. Kiesow*

Harlan Kiesow reviewed the situation with the De Pere Lock lower gates. One gate is bent/sprung and therefore does not seal properly. This leakage problem has become worse over time and repairs are necessary to prevent a situation that could be similar to what happened in Menasha this year. This work can be done under the existing budget. Lunda is mobilized doing a project for the Corps on the adjacent dam. Because they are already on site for the dam project the FRNSA can save some cost by having them repair the gate now. The gate will be repaired in place if possible.

The Appleton Lock gate leaks will be taken care of next spring. The work could not be done this fall because of the need to drain the canal for the Appleton water main project.

3. Financial Status Reports, *T. Rose*

a. Operational Budget

b. Capital Budget

c. Unlock the Fox Fund

Tim Rose stated he has reviewed income and expense items in the attached reports. All items remain in budget except for items already previously discussed.

A motion to place the reports on file was made by Tim Rose. Second by Will Stark. Motion passed unanimously.

e. Audit Recommendation

Harlan Kiesow reported the cost estimate to do a 1-Year Annual Audit was \$6500.00. Because this seems high, other estimates are being obtained and a recommendation will be made to the Executive Committee.

7. AIS Committee Report, *H. Kiesow*

Harlan Kiesow stated that the AIS Committee is having SNC develop a profile of the projected annual use projected in the Rapide Croche Boat Transfer Study. The survey report forecast 1390 - 1800 boats would use the facility each season. The final report is being developed. The profile will include: boat size, when they would use the transfer, what day, what weekend, and what they are willing to pay. This information will lead to the final report that may be available in January.

8. Operations Report, *H. Kiesow*

Harlan Kiesow reported that Lunda and J. F. Brennan are still operating on the river and that special operations of the locks will continue until freeze-up. Staff is working on brushing but will be winding down operations and staffing soon.

9. Communications, *H. Kiesow*

Harlan Kiesow reported replacement of the Canadian National Railroad Bridge in Oshkosh over the Fox River is being studied and the FRNSA has been invited to provide feedback to the proposals.

Sanitary permits are needed for abandonment of septic tank systems and installation of holding tanks at Little Kaukauna and Rapide Croche. The estimated cost for this project is \$5000.00 - \$6000.00.

10. Other

Tim Rose reported current fundraising efforts include a mailing of 186 requests by the Community Foundations for the Fox Valley Region, monthly ads in the Fox Cities Magazine, and a meeting with WE Energies in Appleton scheduled for January.

Dr. Rose stated that to date, \$1,800,000.00 has been donated to the Unlock The Fox by 44 donors and that the promised signage has not happened.

There being no other business Chair Van De Hey adjourned the meeting at 5:10 p.m.