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**FOX RIVER NAVIGATIONAL
SYSTEM AUTHORITY**

Summary of Proceedings

Fox River Navigational System Authority
3:00 P.M. Tuesday, December 13, 2011
Authority Office
Kaukauna, Wisconsin

Authority Members in Attendance:

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

Authority Members Absent:

Open, Brown County
Celestine Jeffreys, Brown County

Guests and Staff in Attendance:

John Shier, Brown County Nominee
Phil Ramlet, OMNNI Associates
Dennis Arnoldussen, FRNSA Operations Manager
Ed Kleckner, Friends of the Fox Fox-Wisconsin Heritage Parkway
Harlan Kiesow, FRNSA CEO
Bob Stark, FRNSA staff

Chairman Ron Van De Hey called the meeting to order at 3:17 p.m.

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

2. **Approval of Minutes of October, 2011 Authority Meeting:**

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

A motion to approve the October, 2011 minutes as published was made by Jim Draeger. Second by Tim Rose. Motion passed unanimously.

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

a. Report on Kaukauna Lock #5 Design Contract, *McMahon Engineers*

Will Dorsey discussed the Kaukauna Lock #5 Design Contract estimate prepared by McMahon Engineers/Architects that was presented at the Engineering Committee meeting earlier today. The lock restoration estimate is \$2,050,000.00 + \$700,000.00 estimate for design work.

Harlan Kiesow stated that unit costs were higher than anticipated and that engineering is higher also.

b. Recommendations to Proceed with Design Process, *P. Ramlet*

Phil Ramlet suggested the best approach might be to delay acceptance of the report and to study the estimate to try to find ways to lower the cost. The model developed by Omni several years ago was \$1,300,000.00.

Tim Rose made a motion to receive and place on file the Agenda Item 3-a McMahon Estimate and the Agenda item 3-b Recommendation from Owner's Representative Phil Ramlet, and to delay decisions until the Board meeting next month. Motion second by Bill Raaths. Motion passed unanimously.

c. Report on Kaukauna Lock #4 Design /Build Contract and C.R. Meyer Kaukauna Lock #4 Invoice Approval, *C.R. Meyer*

Will Dorsey stated Kevin Fores from C.R. Meyer reported at the Engineering Committee meeting earlier today that concrete work is complete, tuck pointing is 75% complete, the gate operating machinery and valves and machinery are at the machinist for refurbishing, the locktender shack is completed, and because of the continuing good weather, construction of the gates will begin next week. The project is ahead of schedule and work will continue as weather permits.

Jim Draeger made a motion to re-confirm the e-mail vote previously taken to approve and pay the first C. R. Meyer Kaukauna Lock #4 invoice submitted for \$26,380.80; and to pay the current invoice just submitted for \$249,382.00. Motion second by Tim Rose. Motion passed unanimously.

4. Property Committee Report, *Jim Draeger*

a. Little Chute trail & Bridge Project, *T. Flick*

Jim Draeger reviewed the report from Little Chute Parks director Tom Flick that was made earlier today at the Property Committee Meeting. The project commenced on December 12, 2011. The high-level pedestrian bridge over the canal connecting the trail to Heesakker Park will be completed this winter. Work clearing and leveling the pedestrian path on the levee has also begun with completion expected next June.

b. Little Chute Levee Nesting Poles, *H. Kiesow*

The nesting pole project is completed. The poles for the project were donated and installed by Kaukauna Utilities. FRNSA staff fabricated the platforms and installed them prior to the poles being set in place along the Little Chute Levee.

c. **De Pere Trail Project, H. Kiesow**

The bids De Pere received for the De Pere Trail Project were significantly higher than anticipated. This has caused a reduction in the scope of work that will be completed during the first phase of construction. The wildlife viewing pier and fishing pier projects will now be completed at a later time. Trail lighting will be completed on another project.

d. **Kaukauna Lock 5 Property Transfer Status, H. Kiesow**

There have not been any communications from the State Building Commission about the previously submitted request to approve the Kaukauna Lock 5 Property Transfer; will follow-up with the state.

Jim Draeger made a motion to receive and place on file the reports made for Agenda Items 4-a, b, c, and d. Motion second by Tim Rose. Motion passed unanimously.

e. **City of Appleton Permanent Easement Approval, H. Kiesow**

The city of Appleton has requested that a modification be made to the previously discussed water main easement at Appleton Lock #3. The changes to the easement became necessary because the contractor was unable to complete the project as originally planned.

A motion to approve the City of Appleton Permanent Easement for installation and maintenance of a new water main crossing the canal below Appleton Lock #3 as presented was made by Jim Draeger. Motion second by John Vette. Motion passed unanimously.

5. **Financial Status Reports, Tim Rose**

- a. **Operational Budget**
- b. **Capital Budget**
- c. **Unlock the Fox Fund**

Tim Rose stated the Operations and Capital report is within budget.

Treasurer Rose suggested that the interest owed by the Corps of Engineers per the MOA be included as a line item in the Capital Budget. Harlan Kiesow stated the Corps includes this in their Annual Report. An updated current estimate could be computed using the Engineering Index.

A motion to receive the Financial Reports and place on file was made by Tim Rose. Motion second by Jean Romback-Bartels. Motion passed unanimously.

6. **Resolution No. 11-11:** Amending the Bylaws of the Fox River Navigational System authority

The need for a Meeting Calendar showing committee meetings was discussed.

A motion to approve Resolution 11-11: Amending the Bylaws of the Fox River Navigational System Authority ... *to set the regular annual board meeting to the fourth Tuesday in June* ... was made by John Vette. Motion second by Tim Rose. Motion passed unanimously.

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

This past year, January and February were the only months without commercial traffic through the locks.

All of the locks have been winterized for the season.

The Appleton Canal is still drained.

An expanded operation schedule to include Friday evening operation at Appleton Lock #1 and earlier weekend morning starting times for Cedars and the four Appleton Locks for next season is being discussed. The 2012 Season Operation Schedule will be set in January. Establishing a fee for kayaks and canoes was discussed.

8. **Communications, H. Kiesow**

No official communications have been received this month.

9. **Other, H. Kiesow**

The Fox River Navigational System Authority website is www.foxriverlocks.org

The Engineering Committee will meet after January 1, 2012.

The Fox-Wisconsin Heritage Parkway has hired Interpretive Services to develop a plan to include adaptive uses for the locktender houses including the Menasha locktender house. The FWHP has requested that the Authority delay any decisions on the houses for 6 months after which their report recommendations will be presented to the FRNSA for consideration.

There being no other business, Chair Van De Hey adjourned the meeting at 3:55 p.m.

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Note: Following the close of the meeting, Chair Van De Hey received word from the Governor's office that John Shier is appointed as a member from Brown County.