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**FOX RIVER NAVIGATIONAL
SYSTEM AUTHORITY**

Summary of Proceedings

Fox River Navigational System Authority
3:00 P.M. Wednesday, March 30, 2011
FRNSA Office
Kaukauna, Wisconsin

Authority Members in Attendance:

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

Authority Members Absent:

Celestine Jeffreys, Brown County
James Draeger, Wisconsin State Historical Society
Will Stark, Brown County

Guests and Staff in Attendance:

William Bush, AIS Committee Chairman
John Scherzinger, Appleton Yacht Club
Dave Peck, Friends of the Fox
Skip Palermo, Appleton Yacht Club
Sue Palermo, Appleton Yacht Club
Harlan Kiesow, FRNSA CEO
Bob Stark, FRNSA staff

Chairman Ronald 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 February 2011 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 Bill Raaths and seconded by John Vette. Motion passed unanimously.

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

a. **Operational Budget**

Tim Rose stated the operational budget report shows overall we are operating within our budget and there are no overages that should cause any concern.

b. **Capital Budget**

c. **Unlock the Fox Fund**

Tim Rose noted the increase in the Capital Funds due to an upturn in investments and the receipt of the federal funds.

Motion to accept financial reports and place on file made by Tim Rose with second by Bill Raaths.

Discussion followed concerning overages in Legal and Accounting and the anticipated increases in benefits. Harlan Kiesow stated that the book keeping takeover was taking more assistance than anticipated principally because of the personnel reporting requirements. Even with these overages, the overall budget is within plan. Chair Van De Hey called the question. Motion passed unanimously.

d. **M&I Financial Model Update & Discussion**

Tim Rose reported the executive committee met twice with the M&I since the last board meeting. These meetings included representatives from the Community Foundations and members of the CF Board. Discussions included the M&I investment strategy, funding needed for future projects, and the fund terminal goal balance for 2034.

Harlan Kiesow reported the new investment plan put forth by M&I was based on a proposal to finish reconstruction and operate by 2015. The model changes the investment mix to include more in bonds and less in equities. The model predicts \$17.5 million balance in 2034 to satisfy the state requirement of \$17 million.

Mr. Kiesow requested approval to proceed with restoring a 2nd lock this year, 2011.

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

Will Dorsey reported the Engineering Committee meeting was held prior to this Board meeting and asked Harlan Kiesow to report out on the proceedings.

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

Harlan Kiesow discussed the process required for the Kaukauna Lock #5 Design. Because of holdups getting contract approval by the various agencies involved with the grant, the design is now expected by June 20. Then the bid preparation and letting process can proceed.

b. Report on DePere Lock Lower Gates Contract, H. Kiesow

Harlan Kiesow reported that instead of de-watering the lock and using the funding approved at the last meeting, it was decided to use a diver instead to determine the condition of the gates needing repair. This will cost considerably less than de-watering the lock. The dive inspection and video cost is \$4800.00. The \$43,800.00 from the Capital Fund can be applied to the cost of repair of the gates. The need for possible additional funding will be determined once the gate removal phase is completed and a request for approval will be emailed for a vote as previously approved at the February meeting.

c. Approval to Distribute Kaukauna Lock #4 Design/Build Request for Proposal for 2011, H. Kiesow

Harlan Kiesow stated that the estimated cost in the Mead and Hunt Study to restore Kaukauna Lock #4 is \$1.2 million dollars.

Following discussion of the M&I Financial Model Update and request by Harlan Kiesow for approval to restore a 2nd lock in 2011, Will Dorsey made the motion to send out the Kaukauna Lock #4 Design/Build Request for Proposal. Motion second by Tim Rose. Motion passed unanimously.

e. Report on Fox River Canal Boat Docks, B. Stark

A summary of the 5 estimates received from four vendors was discussed. The estimate from EZ Dock for a 100 foot temporary floating dock at Appleton near Lawe Street and a 40 temporary floating foot dock at Little Chute next to the Guard Lock was preferred and meets requirements for utility and cost. The next step is to determine what DNR permits may be required.

Discussion followed and the consensus was that the cost of permanent "Radtke Style" docks should also be determined as a comparison.

Will Dorsey made a motion to approve the EZ Dock \$43,400.00 proposal pending obtaining a permanent style dock estimate. Motion second by Tim Rose. Motion passed unanimously.

5. Property Committee Report, C. Jeffreys

a. Report on Eagle Flats Project Lease, H. Kiesow

The Eagle Flats Project Lease continues to move forward as the necessary approvals are obtained. The lease includes a trail system and parking. The project is underway.

b. **Report on Kaukauna Lock #5 Property Transfer, H. Kiesow**

The Friends of the Fox has received the DNR Grant to be applied toward acquiring the property at Kaukauna Lock #5, and is proceeding with the purchase. The next step is acceptance of the property by the DOA from the FOF for management by the FRNSA. The city of Kaukauna will demolish and remove the house.

6. **AIS Committee Report, B. Bush**

a. **Selection of St. Norbert's Rapid Croche Survey Scenario**

The FRNSA contracted with Saint Norbert College to determine support for a cleansing and transfer station at Rapide Croche and to determine what kind of use of the facility could be expected.

2100 surveys were sent out and 990 completed surveys were received back by the SNC Survey Center. Because the survey results were presented in percentages, SNC was requested to apply the percentages to various scenarios and create models to better interpret the results. The most reasonable SNC model was scenario #4. The FRNSA also conducted an informal survey and the results supported the conclusions of the SNC scenario #4 model.

Tim Rose made a motion to accept Scenario #4 and release the SNC Survey. Motion second by Bill Raaths. Motion passed unanimously.

7. **Operations Report, H. Kiesow**

Harlan Kiesow reported that commercial lockages have been requested and conducted at the DePere lock this past month. In addition, Lunda is conducting ice-breaking operations in the pool above Cedars and by Brennan above DePere.

8. **Communications, H. Kiesow**

Communications between the Corps and the FRNSA are ongoing regarding transfer of some additional land parcels at Lock #3 and Lock #4 in Appleton to the state. The transfer includes the closing of some observation wells.

9. **Other**

Chair Van De Hey inquired about the status of the fund raising plan to meet the state match.

Tim Rose stated the preferred alternative is to use earned interest funds to meet the state match of approximately \$280,000.00. The plan is to complete the current effort to raise the funds and to then provide documentation for the state to request the final \$400,000.00 match fund payment in July.

There being no other business Tim Rose made a motion to adjourn, second by John Vette. Chair Van De Hey adjourned the meeting at 4:10 p.m.