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FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

Summary of Proceedings

Fox River Navigational System Authority
3:00 P.M. Tuesday, October 25, 2011
SEH Engineers, 3rd Floor
425 Water Street (Atlas Mill)
Appleton, Wisconsin

Authority Members in Attendance:

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

Authority Members Absent:

Open, Brown County
Will Dorsey, Wisconsin Department of Transportation
Jean Romback-Bartels, Wisconsin Department of Natural Resources

Guests and Staff in Attendance:

John Shier, Brown County Nominee
Phil Ramlet, OMNI Associates
Amy Vaclavik, McMahon
Tom Kispert, McMahon
Harlan Kiesow, FRNSA CEO
Bob Stark, FRNSA staff

Vice Chairman Bill Raaths called the meeting to order at 3:15 p.m.

1. **Introductions:** Chairman Van de Hey arrived and asked for introductions.
2. **Approval of Minutes of September, 2011 Authority Meeting:**

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

Harlan Kiesow noted the email approval for the Little Chute temporary bridge.
A motion to approve the August, 2011 minutes was made by John Vette. Second by
Tim Rose. Motion passed unanimously.

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

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

Tim Rose reviewed the Performance Report graphs from M&I. The graphs are a part of the total report that will be presented by Associated Bank at the Community Foundations quarterly meeting tomorrow morning at the Greater Green Bay Foundation office.

Following discussion it was the consensus of the board that a fee report from the Community Foundations should be a part of the final report.

Harlan Kiesow stated the letter of interpretation of fiduciary responsibility discussed at the DOA meeting in Madison has not been received from the DOA attorney.

Tim Rose reviewed the Operational and Capital spending and stated all are in line with budget.

Tim Rose made a motion to approve the financial reports as presented and to place on file. Motion second by Celestine Jeffreys. Motion passed unanimously.

4. **Resolution No. 10-11: Approval of Erickson & Associates Two Year Single Audit Contract**

Harlan Kiesow stated a motion to select Erickson & Associates for the Two Year Single Audit was approved last month. The audit is for FY 2010 and FY 2011.

Jim Draeger made a motion to approve Resolution No. 10-11: Approval of Erickson & Associates Two Year Single Audit Contract. Motion second by Bill Raaths. Motion passed unanimously.

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

Harlan Kiesow reported for Will Dorsey.

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

Amy Vaclavik handed out a report updating status of the Project Definition Phase for Kaukauna Lock #5 and reviewed the progress to date. Findings of the various investigations were reported. The lock walls were found to be stable and in usable condition for rebuilding the interior wooden face of the lock chamber. Pull tests on the face anchor rods significantly exceeded the minimum requirements.

Wetland Delineation Report will be completed October 29, 2011. Sampling result analysis indicates that the sediment from the lock can be placed in a local solid waste

landfill such as Veolia in Hilbert. The project completion for the Kaukauna Lock # 5 Project Definition Phase is anticipated in December 2011.

Bill Raaths made a motion to accept the Kaukauna Lock #5 Design report. Motion second by Jim Draeger. Motion passed unanimously.

b. Report on Kaukauna Lock #4 Design /Build Contract, *Harlan Kiesow*

Harlan Kiesow reported concrete work for tripod pads and lock gate sills is completed. Mechanical machinery and tripods are in the machine shop for re-working. Gate timbers are being shipped to CR Meyer for storage and re-building of lock gates is scheduled next spring. Tuckpointing of lock walls is being completed. Construction of the locktender shack is being completed. Lock work will end soon for the winter and the project is on schedule for completion in the spring.

6. Property Committee Report, *Celestine Jeffreys*

Construction of the Eagle Flats first phase apartment complex is progressing with occupancy expected in February 2012. A tour of the facility and apartments currently being built on the top floor was conducted earlier today and the design and floor plans were explained.

Harlan Kiesow stated expectations are being met, and discussions of various use proposals for the parking area at Appleton Lock #3 by Eagle Flats are ongoing.

7. AIS Committee Report, *H. Kiesow*

Harlan Kiesow reported the AIS Committee has not met. Efforts are underway to re-organize the committee.

a. Acceptance of Boater Survey Scenario Supplement Report

Mr. Kiesow stated the final report on the Boaters Survey was received and accepted previously. The Supplemental Scenario #4 Report has been received from the St. Norbert College Survey Center.

A motion to accept the Main Report and Supplemental Scenario #4 Report was made by Jim Draeger. Motion second by Celestine Jeffreys. Motion passed unanimously.

Jim Draeger discussed the possibility of renaming the committee.

b. Lawrence University Fox River Monitoring Update

Dr. Bart Di Stasio's team from Lawrence University has completed their sampling efforts for this season. A new invasive species clam was discovered. The report will be published on the Lawrence University website.

8. **Operations Report, H. Kiesow**

Harlan Kiesow reported lock operations for the season ended the 1st week of October, however, some commercial operations still continue as projects wind down for the winter. When lock operations cease, the upper lock gates are closed and the lower gates are left open for winter. This is typical of what the Corps did and what FRNSA has been doing.

Staff will continue with maintenance and landscaping projects as weather permits.

9. **Communications, H. Kiesow**

Harlan Kiesow stated the DOA Agency Report is due November 15, 2011.

Act 31 created a DOA website that publishes and tracks agency expenditures over \$100.00.

The transfer of additional properties was discussed at the annual Corps/FRNSA Partnership meeting held at noon today at the Paper Valley Hotel in Appleton. The DOA transfer process and the DNR brownfield write-off process were discussed for the Appleton Lock #3 parking lot and the Kaukauna Office dry-dock garage site. Funding for the \$1.9 million interest owed was also discussed. Harlan Kiesow and Tim Rose discussed that potential for legislative assistance to secure these funds would be difficult during this economic climate.

The Little Chute trail and pedestrian bridge projects are going out for bid in two weeks; construction is expected to begin in December 2011.

The Corps has identified projects at De Pere Lock & Dam Island but currently has no funding for the projects that include:

- Repairs to the island point
- Grub the island
- Repair sink holes on the island
- Use rock from the bridge construction to re-rock the bank

The Corps project to stop the seepage at Little Chute Dam is scheduled for this fall.

There is still a leak below the Little Chute Guard Lock canal that may require digging a trench to repair. This repair may be FRNSA responsibility and the estimated cost is \$3000.00.

A request for the budgeted state GPR funds of \$125,400.00 for operations has been submitted to DOA.

10. **Other**

There will not be a meeting in November. The next Board Meeting is scheduled for December 13, 2011.

Jim Draeger stated the website doodle.com might be a useful calendar-scheduling tool.

There being no other business, Chair Van De Hey adjourned the meeting at 4:47 p.m.