

## Meeting Notice

Fox River Navigational System Authority Meeting  
3:00 P.M. Tuesday, January 26, 2016  
FRNSA Office  
1008 Augustine Street, Kaukauna, WI 54130

### AGENDA:

1. Introductions
2. Approval of Minutes of the December 2015 Authority Meeting
3. Financial Status Reports, *J. Vette*
  - a. Operational Budget
  - b. Capital Budget
  - c. Unlock the Fox Fund
  - d. AON Liability Insurance Renewal
4. Marketing & Public Relations Committee Report, *B. Raaths*
5. Capital Projects Committee Report, *W. Dorsey*
  - a. Approve Lunda Little Kaukauna Lock Maintenance Repair Change Orders
  - b. Approve Lunda Little Kaukauna Lock Maintenance Repair Invoices
6. Property Committee Report, *K. Curren*
  - a. Property Transfer Update, *R. Stark*
  - b. ECWRPC Menasha Lock Site Visioning Meeting Report
7. Visitor Center Sub-Committee Report, *T. Rose*
  - a. Interpretive Display Design Update
8. Rapide Croche Boat Transfer Sub-Committee Report, *B. Enke*
  - a. EPA Grant Request Status
  - b. Preliminary Resting Eggs Monitoring Study
9. Background and strategy regarding staffing and wages for 2016 season.
  - a. Potential motion to go in closed session pursuant to Section 19.85(1) (c) Wis. Statutes, for the purpose of deliberating on staffing and wages for 2016 season. (Roll call vote to go into closed session)
  - b. Move to reconvene back into open session following closed session. Section 19.85(2) Wis. Statutes
10. Operations Report, *S. Vanevenhoven, R. Stark*
  - a. Menasha Lock Status
  - b. 2016 Operations Recommendations
11. Communications
  - a. Federal
  - b. State
  - c. Local
12. Proposed legislation and potential statutory changes to Chapter 237
13. Other

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# FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

## Summary of Proceedings

Fox River Navigational System Authority Meeting  
3:00 P.M. Tuesday, January 26, 2015  
FRNSA Office  
1008 Augustine Street, Kaukauna, WI 54130

### Authority Members in Attendance:

Tim Rose, Outagamie County  
Bruce Enke, Brown County  
Bill Raaths, Winnebago County  
Jeff Feldt, Outagamie County  
Kathryn Curren, Brown County  
Will Dorsey, Wisconsin Department of Transportation  
Jean Romback-Bartels, Wisconsin DNR  
John Vette, Winnebago County  
Daina Penkiunas, Wisconsin Historical Society ( via Phone)

### Authority Members Absent:

None

### Guests and Staff in Attendance:

Robert Stark, FRNSA CEO  
Rodger Urbanek, FRNSA Administrative Assistant  
Phil Ramlet, OMNNI Associates  
Scott Vanevenhoven, Assistant COO  
Ryan Kamba, Menasha Marina

Chairman Tim Rose called the meeting to order at 3:05 P.M.

#### 1. Introductions

Chairman Tim Rose asked everyone attending to introduce themselves' to the meeting.

#### 2. Approval of Minutes of the December 2015 Authority Meeting

Chairman Tim Rose asked if there were any additions or corrections to the Minutes of the December 8, 2015 Board Meeting. Jeff Feldt motioned to accept the December 8, 2015, Minutes. Motion seconded by Bruce Enke. Motion carried.

#### 3 Financial Status Reports, J. Vette

**a. Operational Budget**

John Vette reviewed the Operations Budget with the Board. John asked Robert Stark for comment. Robert Stark reported that we were over in a couple of areas but in general we are on track.

**b. Capital Budget**

John Vette reviewed the Capital Budget with the Board.

**c. Unlock the Fox Fund**

John Vette reported to the Board the fund balance on December 31, 2015, was \$17,129,496.29. John reported on the charges made by the three Foundations.

John Vette motioned to accept the Financial Reports. Motion seconded by Jeff Feldt. Motion carried.

Tim Rose reported on the Quarterly Meeting of Community Foundation and Associated Bank. Associated Bank reviewed the Quarterly Report. Everyone left the meeting with a complete understanding of where we are and where we are going. The next meeting will be in Green Bay at 8:00 a. m. any Board Members are welcome to come.

**d. AON Liability Insurance Renewal**

Robert Stark reported on our annual renewal of our liability insurance. We are looking at around a ten percent increase. The increase is partially due to the increased usage of the locks. We will also notice an increase in our Workmen's Compensation policy due to additional wages. Basically, we are looking at policy cost of \$42,000.00. Will Dorsey asked if we would ever be able to go under the umbrella that the State has. Robert said that we have worked with the DOA to secure the insurance we have. We at first had a large deductible but we have been able to work that down to around \$ 25,000.00. As far as self-insuring we are currently self-insured on property right now.

**4. Marketing & Public Relations Committee Report, *B. Raaths***

William Raaths reported that there was a meeting with Mary Schmidt our new Marketing and Public Relations person. She has laid out five Marketing Goals and Tactics for the Authority. The five tactics are included with the Board packet for the member's review. Mary is looking for any ideas or suggestions. Anyone who has an idea or suggestions can communicate them to Robert Stark and he will forward them to Mary Schmidt. The Marketing Plan is coming from a proactive approach instead of the reactive approach that we have had in the past.

**5. Capital Projects Committee Report, *W. Dorsey***

**a. Approve Lunda Little Kaukauna Lock Maintenance Repair Change Orders**

There is no change order to go over this meeting. We will have the change orders for the next Board meeting.

**b. Approve Lunda Little Kaukauna Lock Maintenance Repair Invoices**

Will Dorsey presented to the Board Lunda's billing for work completed at Little Kaukauna Lock. The Authority at this time will only pay for partial payment of the invoice presented by Lunda.

Will Dorsey asked Phil Ramlet to review the billing Lunda provided. Phil said that he had reviewed the Lunda billing and would propose that the Authority pay Lunda only \$ 92,246.49. Will Dorsey motioned to pay Lunda the amount Phil Ramlet proposed in the amount of \$ 92,246.49. Motion seconded by Bruce Enke. Motion carried.

## **6. Property Committee Report, K. Curren**

### **a. Property Transfer Update, R. Stark**

Robert Stark reported on the progression of the property transfers. The papers for Kaukauna Lock # 5, and the spill way at Appleton Lock # 1, are at Madison waiting for action. The other ones should be following soon. The property at 1008 Augustine St., Kaukauna has been cleaned up for the most part. In the spring the Corps will finish up the landscaping and clean up. Tim Rose reported that he had a conference call with the Corps and the DNR. They are talking about additional hot spot still on the property. The big problem the Corps is having is budget. One of the problems that has developed is that the Corps has remove a lot of fill that was behind the old garages and has not replaced it. We would be looking at about \$26,000.00 to refill the area. Tim reported that this should be the expense of the Corps and not the Authorities. Tim raised a lot of questions about the work done around the Dry Dock and what may need to be done in the future.

### **b. ECWRPC Menasha Lock Site Visioning Meeting Report**

Tim Rose reported that Robert Stark and he attended the meeting. There was a great turnout. A lot of suggestions were voiced and there was good discussions. ECWRPC will be putting a report together on the meeting.

## **7. Visitor Center Sub-Committee Report, T. Rose**

### **a. Interpretive Display Design Update**

Tim Rose reported on the progress being made on the Visitor Center. Tim reported that we are looking into changes which will need to be made to Chapter 237 which will allow the development of this area and the Visitor Center. Tim reviewed the material in the Board packet which went through the changes that are proposed to Chapter 237.

On February 1, 2016, at 10:00 a. m. the State DOA will be here for a meeting on the Visitor Center and discussion of Chapter 237.

Tim Rose reported that on March 30, 2016, Split Rock will be here for their final display meeting. Tim encouraged the Board Members to attend this meeting.

## **8. Rapide Croche Boat Transfer Sub-Committee Report, B. Enke**

### **b. EPA Grant Request Status**

Robert Stark reported that our Grant request was denied. We have scheduled a debriefing conference call on January 28, 2016. We should be able to learn where our grant request fell short.

### **c. Preliminary Resting Eggs Monitoring Study**

Robert Stark reported that he met with Bart De Stascio, Titus Seilheimer of Sea Grants, and Phil Moy, to discuss the findings of Resting Eggs Study and also to discuss the temperature study.

Bart reported that as early as June eggs were in development. Robert said that we were not going to operate when eggs were developing. We will be looking at getting additional information. They recommended some extended temperature study on the resting eggs themselves to see if this would permit the operation of the station.

Chairman Tim Rose skips ahead to section 10.

**9. Background and strategy regarding staffing and wages for 2016 season.**

**a. Potential motion to go in closed session pursuant to Section 19.85(1) (c) Wis.**

**Statutes, for the purpose of deliberating on staffing and wages for 2016 season. (Roll call vote to go into closed session)**

**b. Move to reconvene back into open session following closed session. Section 19.85(2) Wis. Statutes**

Will Dorsey motioned to reconvene back into open session. Bruce Enke seconded the motion. Motion carried

Will Dorsey motioned that we operate the lock system to the extent that we can. Motion seconded by John Vette

**10. Operations Report, S. Vanevenhoven, R. Stark**

**a. Menasha Lock Status**

Robert Stark Reported the Menasha Lock situation is the same. We are working with the DNR on the situation. For now the Menasha Lock is closed until further notice.

**b. 2016 Operations Recommendations**

Robert Stark reported that 2016 Operations will be discussed in the closed session.

**11. Communications**

None

**a. Federal**

**b. State**

**c. Local**

**12. Proposed legislation and potential statutory changes to Chapter 237**

Chairman Tim Rose skips 12 as it was discussed earlier in the session.

Chairman Tim Rose motions to go into closed session. Motion seconded by Bruce Enke.

**13. Other**

None

Chairman Tim Rose adjourned the meeting 4:42 p.m.