

Fox River Navigational System Authority

1008 Augustine St
Kaukauna, WI 54130

Timothy Rose, Chairman
Jeremy Cords, CEO
Telephone: 920-759-9833
Fax: 920-759-9834



Meeting MINUTES

Tuesday May 28, 2019 - Board Meeting 3:00pm
FRNSA Office Boardroom

PRESENT: Tim Rose (Chair), Jeffery Feldt (VC), John Vette (Fundraising), Kathryn Curren (S), Tim Short (T), Jean Rombach-Bartels (DNR), Daina Penkiunas (SHPO), Jeremy Cords (FRNSA)

MISSING: William Dorsey (DOT),

GUESTS: Phil Ramlet, OMNI & Assoc., Mary Schmidt, Schmidt Communicates, Randy Stadtmueller, Stadtmueller & Assoc, John Forester,

Agenda:

Introductions

Review and approve meeting minutes from last Board Meeting

Motion to approve minutes made by Kathy Curran, second by Jeff Feldt, motion approved unanimously

Reports from Officers, Members, Committees

Treasurer Report -Tim Short

- Unlock the Fox Fund Board Statement -- April was a good month and the fund improved. Short Reported the fund is at the highest level since last year.
- FRNSA Financial Statement -- Nothing stood out as being out of line on the financial statements.
- Short reported that the finance committee created a cash flow model at the request of bankers and community foundations. The model forecasts the build out for the Visitor's Center, construction at Menasha, opening Rapide Croche, and updating lock tenders houses. It also provides for increases in operating expenses. The model assumed the best timing and operating of the lock system—however he added we must be certain our fundraising is going to cover the Visitor Center. The model indicates that based on returns (and assuming there is not another 2008), we can pay 100% for everything except the Visitor Center and we will still have money left in the fund.
- Chair Rose reported that if we need to, we could get a construction loan for Visitor Center. The question for the board is determining if we want to borrow the money at low rates versus using our own funds. Board will need to review this action at a future meeting.
- Motion made by Jeff Feldt to approve the treasurer's report, second by Daina Penkiunas, motion approved unanimously

Operations - Jeremy

- Aaron Cupp reported on the USGS Co2 project between Kaukauna locks 2-3. Awarded construction contract to Arrowwood to build CO2 barrier, this firm specializes in compressed gas systems. Construction will install temporary fencing and expectations are the system will be completed in early October 2019. Chair Rose indicated the system would give us a chance to look at another type of fish barrier to ascertain effectiveness.
- Dan Nichken provided an update on the Fox Locks app. The build out for payment side is taking longer than expected, but the app contains a depth of content. Dan went through the usage of the app demonstrating how to purchase a pass, register a user, collect a variety of user information, etc.
- Randy Stadtmueller, Adam Heindel – Visitor Center: The team has been through design and costing several times, and Randy turned the project over to Adam Heindel and Amy Barker. The team is pulling together raw costs and provide FRNSA with the final dollar amounts for residential, public access, and the Visitor Center. Adam went over proposed site enhancements, parking, trail integration into the design, discussed site access for residents versus visitors. Randy indicated that any input should go to Adam to augment the design early in the process. Discussion ensued regarding access for displays bringing in large displays, parking access, boat docking, adequate drainage, signage, and the possibility of incorporating storage lockers for bikes
- AIS Studies - Patrick Forsythe, UW-Green Bay fisheries ecologist was introduced. Patrick will take over for Bart DeStasio. He anticipates bi-weekly sampling and will advise as to the number of sites he will use for sampling. Reported that some of the objectives on the zooplankton research may be modified and indicated he will be sampling for round gobies in Lake Winnebago in addition to the Fox River.

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- Flag Poles and the Locks—Jeremy got bid from Sommerville for six flagpoles, to place at each lock in accordance with historical photos. Flags will fly only when locks are open; during unmanned hours the flags will be down. Discussion ensued about if the poles need to be reviewed by SHPO--so far the ones that are up are in the original locations.
- Canal Walls – Repairs and Projects (Kaukauna 3, Appleton 4, De Pere, Little Chute) Several canal walls need repair and Jeremy will gather estimates and bring back to the board for review/approval.
 - Kaukauna 3 needs immediate repairs on a section of the canal wall so the USGS CO2 study can begin.
 - In DePere, the wall closest to the lock tender house has a section starting to cave it.
 - Appleton #4 by hydro plant, there is a section of wall that fell into the river, just down from the outflow area where there's a heavy current.
 - Little Chute spillway has a section of the wall that has deteriorated and falling into the spillway and starting to affect structure on top.

Capital Projects Committee - William Dorsey

- Bills – Capital Budget
- Omni and Associates bill for work done on Kaukauna #2, DePere lock, Visitor Center planning, etc.
- Motion to approve made by Daina Penkiunas, second by Bruce Enke, motion approved unanimously
- Smith Root, fifth billing for plan
- Motion to approve made by Tim Short, second by John Vette, motion approved unanimously
- Julie Filapek invoice
- Motion to approve made by Jeff Feldt, second by Tim Short, motion approved unanimously

Chairman's Report - Tim Rose

- Visitor Center: Still have not received full financial details from Stadtmueller that are expected shortly. FRNSA has contracted with two local providers who are starting work on two displays.
- Information was shared with Chip Brown and Katie Kaliszewski of the SHPO regarding upcoming projects at Appleton Lock 3 regarding Shoreline and Menasha Electronic Barrier and have not received any information on status to date.
- Menasha Barrier: Chair Rose reported on a series of meetings held to speak to individual groups. Reported on our April 30 press conference and meetings with largely positive media coverage. Rose & Cords presented to Appleton Yacht club with positive response. We are scheduling a meeting in Oshkosh on June 4 to speak with Yacht Club, and a tentative meeting with Fond du Lac club. Jean reported that the DNR comments on the electric barrier plan should be available by the end of May.
- Rose & Cords with group leasing DePere lock tender's house. The lease was written so that it does not run out until our lease with the state expires. Met with Tom Burgess re: physical changes to house that shouldn't have happened. Our objective is to augment the lease to use the first floor of the lock tender house to promote the lock system.

Property Committee - Kathryn Curren

We received a letter from Axley Law Firm attorney and it appears a party with respect to the Menasha Lock wants to retain the law firm. Since we did not officially retain the law firm they are free to represent them.

Fundraising - John Vette

Reported that we received \$300,000 in grants from the Nelson Fund.

Meeting May 17, 2019

- Grants: We received \$300K from a grant request to the Nelson fund, grants to the Rhodes Foundation, Fox Cities CVB are finished. Grant writer is working on grant applications to the GB Packer Foundation & Mielke Foundation
- Mary contacted representatives from Keller Foundation and Oshkosh Corp Foundation to schedule in person meetings.
- Community Foundation of the Fox River Valley will do the initial mailing for us the first week in July.

Rapide Croche Committee - Bruce Enke—On Hold until a full board education meeting

Jean Rombach Bartels - DNR no other comments other than Menasha

Unfinished Business and General Orders

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New Business

Motion to move into Closed Session in accordance with Ss.19.85 made by Jeff Feldt, second by John Vette, motion approved unanimously

Staffing

Motion to approve made by Second by motion approved unanimously

Motion to return to open session made by WHO second by WHO

Vote to return to open session approved unanimously

Adjournment 6:35 pm