

Fox River Navigational System Authority

1008 Augustine St
Kaukauna, WI 54130

Timothy Rose, Chairman
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MEETING MINUTES

FRNSA Board of Directors Agenda

Tuesday September 24, 2019 - Board Meeting 3:00pm, FRNSA Office Boardroom

Present: Jeffery Feldt (VC), Tim Short (T), Kathryn Curren (S), Bruce Enke (Rapid Croche), John Vette, Jeremy Cords
Absent: Tim Rose (Chair), Daina Penkiunas (SHPO), Jean Romback-Bartels (DNR), William Dorsey (DOT),
Guests: Tyler Howe, SHPO; Phil Ramlet, OMNNI; Mary Schmidt, Schmidt Communicates

Agenda:

Introductions

Review and approval of meeting minutes from last Board Meeting

Motion made by Kathryn Curren second by Tim Short, motion passed unanimously

Reports from Officers, Members, Committees

Operations - Jeremy

- Fox Locks informational Brochure: Mary Schmidt & Jeremy discussed process of mailing list verification and mailing brochure.
- Locks Tour: Planning is underway for October Tour (date pending) for Fox Valley area fishing clubs. Omni will stake out area of improvements prior to tour. Jeremy reported Ron Bruch will not be attending, but we have asked him to write a letter to fishing clubs on our behalf.
- Menasha Lock Barrier: Jim Reynolds' review and gradient studies are in board package of materials. SHPO project review of the site is approved, Tyler indicated only concern is the fence on the property.
- CO2 USGS Lock Barrier Study: Field work is complete and the area around lock 2 is restored to perfect condition. Data will be compiled over the winter for review, board members reviewed a video on the project.
- Appleton Visitor Center: SHPO project review status is pending and Tyler Howe will review historic photos. Discussion ensued about what period of history we want to present to the public since this is the flagship lock, suggestion made of the 1930s. Jeremy updated board on the interior floor plans and exterior design, he indicated we are considering the design final. Jeremy/Tim Rose met w/Karen Harkness, economic development for the City of Appleton to discuss size of parking lot, and possibly developing a portage. Jeremy reported the budget is still pending.
- Appleton Lock 4 Wall repair: SHPO approved project. Board reviewed photos of lock wall and schematics of proposed repair along the entire shoreline. Jeremy reported the extensive project could be up to \$200,000. Jeff Feldt asked if repairs would affect the flow of the water near the Kaukauna Utilities plant at lock 4 and Jeremy said it would not.
- De Pere Lock Tender House: Meeting invitation sent to lease holders for discussion regarding terms of the lease. Board discussion ensued regarding the terms of the lease and the actions of the lease holders. Board asked if we have sent the lease to legal for review, the DOA for review, and Jeremy confirmed these actions have been taken.
- Fox Lock Phone App: Jeremy is working with developer to explore possibility of selling advertising on the app. Full app is ready to launch in early 2020 with ability to handle financial transactions.
- Kaukauna Lock 4 Velocity Study Proposal – moved to October meeting
- Flag Pole Study – moved to October meeting

Review and approve Treasurer Report -Tim Short

- Tim reviewed financial statements with the board and reported August was not a good investment month due to market fluctuations.
- FRNSA Financial Statement and Ledger: Tim reviewed staffing expenses which were down, reviewed questions about utility usage, and other expenses.
- Motion to approve treasurer's report made by Bruce Enke, second by John Vette, motion passed unanimously
- Motion to accept audit as presented at August board meeting made by Tim, second by John Vette, motion passed unanimously

Capital Projects Committee - William Dorsey absent, Jeremy reporting for Will

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- Discuss for approval – Capital Budget
- Omni and Associates – monthly billing
- Motion to approve made by Tim Short, second by Bruce Enke, motion passed unanimously
- Omni and Associates – soil boring
- Discussion on additional soil borings and motion amended with the statement “Board wants to verify any more expenditures on the subject must be approved by the board prior to the work taking place.”
- Motion to approve made by Kathy Curren, second by Tim Short, motion passed unanimously

Committee Reports

Executive Committee – Jeremy Cords is researching audit firms for future help

Property Committee - Kathryn Curren chair: Nothing to report

Fundraising Committee - John Vette chair, Mary Schmidt reported mailing list addresses will be confirmed through postcard mailing

Rapide Croche Committee - Bruce Enke chair: Nothing to report