

Fox River Navigational System Authority

1008 Augustine St
Kaukauna, WI 54130
920-455-9174



Minutes

Executive Committee Meeting

Tuesday January 10, 2023, 8:00 AM (CDT)

Location: 1008 Augustine Street, Kaukauna, WI 54130

<https://global.gotomeeting.com/join/781018437>

United States: +1 (646) 749-3122 Access Code: 781-018-437

Members: Jeff Feldt (Chair), Ron Van De Hey (Vice Chair), Tim Short (Treasurer), Jean Rombach-Bartels (Secretary)

Attending: Jeff Feldt, Ron Van De Hey, Tim Short, Jean Rombach-Bartels, Phil Ramlet, Beth Taubel

Start: 8a End: 9:30a

1. Review and approval of past meeting minutes
 - a. Discussion
 - i. Tim Short motions to approve past meeting minutes, Ron Van De Hey seconded, all approve
 1. Items carried over from previous meeting for follow-up to verify completion of tasks:
 - a. Kleinschmidt proposal distributed to Board of Directors for review prior to December 13, 2022, meeting
 - i. Completed
 - b. Bylaws updated, reviewed with attorney, Andy Rossmeyssl for presentation to Board of Directors
 - i. Completed
 - c. Research and obtain "Resolution" template and information
 - i. Received from Andy Rossmeyssl
 - ii. Forwarded to Board of Directors
 - d. RFP written up for Lock Tender houses regarding hiring Property Management Company
 - i. Not done
 - e. Request formal meetings with SHPO to establish a long-range plan for lock tender houses
 - i. Not done
 - ii. SHPO cancelled meeting
 - iii. Will reschedule new appointment
 - f. Community Foundation donation page up and running (to have gone live week of 12/12/22)
 - i. Completed

- ii. No donations received at this time
- g. Walk-thru completed at Little Chute lock tender house
 - i. Completed 01/09/23 by Phil Ramlet and Jeremy Cords
 - ii. Security Deposit of \$500.00 to be returned-house well taken care of and maintained
 - iii. Temperature will be set to 55 degrees
 - iv. Jeremy Cords will do weekly inspection
 - v. Photos will be taken for future documentation of condition
- h. Statute 237 added to Bylaws book/manual
 - i. Will submit to Board of Directors
 - ii. Additional information submitted as necessary

2. Executive Director

- a. Discussion – Updates
 - i. Menasha Update
 - 1. Meeting with Appleton Yacht Club (AYC) last Friday (01/06/23)
 - a. List of questions received from AYC that need to be addressed
 - 2. AYC Annual Meeting scheduled for Saturday, January 14, 2023
 - a. Phil Ramlet and Jeremy Cords will attend
 - i. Give brief update
 - ii. Field general questions
 - 1. DNR didn't close the lock, FRNSA's Board of Directors made decision to close
 - 2. Kleinschmidt report to be received Summer 2023
 - a. 90 days to review
 - b. Work with DNR to address concerns
 - 3. Board of Directors will make decision in Fall 2023 regarding feasibility to reopen lock and if there are funds available
 - 4. No promises, just update
 - b. Need direction to proceed with project
 - i. Decision tree designed to make a good decision
 - ii. Grants/funds needed to complete project if FRNSA decides to go through with opening lock
 - 1. No funds, unable to do project
 - iii. Need recreational boaters as allies
 - 3. Other round Goby studies and waterways
 - a. Lake Champlain, NY
 - i. No Goby yet

- ii. Work with them to share information
 - 1. Jean Romback-Bartels will check in to re-engage
 - 2. January 19, 2023, 8:00am phone call
 - b. Minnesota and Iowa waterways
 - i. Electric barriers
 - 1. Any reports or information available from them?
 - c. Brandon Road Lock & Dam (Joliet, IL)
 - i. Phil Ramlet to look at barrier in Spring 2023
 - ii. Possible Board of Directors field trip
 - 4. Kleinschmidt Study
 - a. Once 60% design received, can look for funds
 - b. At least a year to raise funds
 - c. Have design available to discuss at Annual Meeting in July 2023
 - d. Send to attorney Andy Rossmeissl to review terms and conditions
 - ii. Electrical Ground Resistivity Study
 - 1. Field work completed
 - 2. Report anticipated in March 2023
 - iii. Employee Policies
 - 1. Jean Romback-Bartels will work on drafting
 - a. Will route to Phil Ramlet by end of week if completed
 - i. Will include in Board of Directors material packet once draft is completed
 - ii. Answer State match on sick time
 - iii. Board of Directors should have final approval on any new employee's who may qualify for benefits
 - iv. Verify that FRNSA employees are considered State employees
 - v. Mirror state template for employee policies
 - 1. Only four employees affected by Paid Time Off policy at this time
 - iv. Bylaws
 - 1. NA
 - v. Fundraising
 - 1. Phil Ramlet met with Community Foundations for the Fox Cities, the Oshkosh Area Community Foundation and the Greater Green Bay Community Foundation
 - a. Unlock the Fox meeting January 26, 2023 at 8:00am
 - b. Update financial forecast
 - c. Not a good presence in Brown County
 - i. Meet with politicians
 - ii. Meet with 5 Dam Guys to help raise funds
 - d. Follow up with Bill Wyman, with the Oshkosh Area Community Foundation, for donations
 - e. Want to raise 3 million

- i. 1-1/2 Million from Outagamie County
 - ii. 1 Million from Brown County
 - iii. ½ Million from Winnebago County
 - 2. Phil Ramlet to reach out to congratulate new representatives
 - a. Rachael Cabral-Guevara, Winnebago County
 - b. Invite to Annual Meeting in July 2023
- vi. Financial Policies
 - 1. Moved to 01/10/23 meeting from 12/06/22 meeting
 - a. Out of date
 - b. Tim Short to review and clean up policy
 - c. Will bring to February 2023 Executive Committee meeting
 - i. Present at February 2023 Board of Directors meeting
 - d. Will also receive feedback after audit is complete
- vii. Lock Tender House
 - 1. Little Chute
 - a. See comments 1. a. i. 7. above
- viii. Insurance Renewal
 - 1. Vacant houses are not insurable
 - a. Will speak with DOA to insure FRNSA
 - i. Liability only
 - ii. State land
 - 2. De Pere Lock Tender House
 - a. Would be responsible for their own insurance
 - 3. Board of Directors coverage
 - a. Increased coverage from 1 Million to 5 Million
 - 4. Attorney Andy Rossmeissl reviewed policies
- ix. Committee Structures
 - 1. Jeff Feldt will spell out each committee and what is required/purpose/members
 - a. Decide who should be on what committee
 - b. At least one Executive Committee member should be involved in each committee
 - 2. Newest board members, Tom Buchholz and Dean Haen (once officially appointed), to be on committees that will use their strengths
- x. Annual Meeting
 - 1. July 2023
 - 2. Possible held off-site
 - a. Picnic
 - 3. Invite elected officials
- xi. Establish Formal Electronic Calendar for Executive Committee and Board of Directors meetings
 - 1. Executive Committee meetings second Tuesday of each month at 8:00am
 - 2. Board of Directors meetings fourth Tuesday of each month at 3:00pm

3. Adjournment:

- a. Jeff Feldt motions to adjourn, Ron Van De Hey seconds, all approve