

Fox River Navigational System Authority

1008 Augustine St
Kaukauna, WI 54130

Philip Ramlet, Executive Director
Telephone: 920-850-1677
Jeremy Cords, Operations Director
Telephone: 920-309-4501



MINUTES

FRNSA Board of Directors Meeting

Tuesday, April 25, 2023 – Board Meeting **3:00PM PROMPTLY**

Meeting Location: FRNSA Main Office 1008 Augustine St Kaukauna, WI

Virtual: <https://global.gotomeeting.com/join/412495285>

United States: [+1 \(786\) 535-3211](tel:+17865353211)

Access Code: 412-495-285

Members: Ron Van De Hey (Chair), Jeff Feldt (VP), Tim Short (T), (No Secretary), Bruce Enke, John Vette, Jean Rombach-Bartels (DNR), Tom Buchholz (DOT), Daina Penkiunas (SHPO)

Attending in Person: Ron Van De Hey, Jeff Feldt, Tim Short, John Vette, Jean Rombach-Bartels, Phil Ramlet, Beth Taubel, Mary Schmidt (Schmidt Communicates), Eric Knapowski

Attending Virtually and/or Via Phone: Tom Buchholz, Daina Penkiunas, Steve Erb (Appleton Yacht Club), Patrick S, WHBY Radio

Not Present-Excused: Bruce Enke

Start: 3:00PM End: 3:45PM

Agenda:

1. Introduction
2. Review and approval of previous board meeting minutes
 - a. Discussion
 1. Items carried over from previous meeting for follow-up
 1. Fundraising
 - a. Meet with Fox Communities Credit Union at end of March
 - i. Update
 1. Phil will schedule a call for 04/26/23
 2. Contact: Cathy Harvath
 - b. Meet with Community Foundation
 - i. Donation List
 1. Update
 - a. Will complete in early June
 - c. Research grants from business foundations (i.e. Festival Foods)
 - i. Update
 1. Mary Schmidt has update on businesses that can be followed up with for grant consideration:
 - a. DNR Grants
 - b. WE Energies

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- c. WPS
 - d. Great Northern
 - e. US Venture
 - f. JJ Keller
 - i. Contact: Monica Stage
 - g. Thrivent
 - 2. FRNSA would like to work with the Community Foundation for the Fox Valley Region
 - a. Request funding (Nelson Fund) for
 - i. (34) Kayak launches
 - ii. (3) Fishing piers
 - iii. ADA Accessable
 - 2. Buoys
 - a. Locate where markers/buoys previously/historically have been placed
 - i. Update
 - 1. FRNSA will be discussing in house
 - 2. Daina Penkiunas states that Tami Thomsen would be happy to answer any specific questions FRNSA may have regarding buoys
 - 3. ACOE
 - a. Face to face discussion
 - i. Fencing
 - 1. Intent
 - 2. Timeline
 - a. Phil Ramlet reached out two weeks ago and has not received a response
 - 4. Annual Meeting Venue Suggestions
 - a. Poplar Hall
 - b. Ennis Inn & Pub
 - i. Update
 - 1. Annual Meeting will be held on Thursday, July 25, 2023 at Pullmans at Trolley Square in Appleton
3. Review and approval of Treasurer's Report – Tim Short (February & March)
- 1. Unlock the Fox Fund Summary
 - 2. Monthly Expenditure Summary for current fiscal year
 - 3. Fiscal year-to-date expense comparisons
 - 1. No surprises
 - 2. Wages slightly up due to training for 2023 Season
 - 3. Tim Short motions to approve the report, Jeff Feldt seconds, all approve
4. Executive Director – Phil Ramlet
- a. Employee Policies
 - 1. Update

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1. Executive Committee met on 04/06/23 to go through new/existing employee policies
 2. Completed policies to be presented at Board of Directors, May 23, 2023 meeting
 - b. Menasha Lock
 1. Update
 1. On schedule
 - a. Plan
 - b. Cost Estimate
 - c. Operation Manual
 - c. De Pere Sinkhole
 1. Update
 1. Talked to DNR
 2. Will evaluate in next week or two
 3. Repair options
 - a. Fix on an emergency basis?
 - b. Add as a change order to current 23-01-Earthwork bid, when vendor is selected
5. Capital Projects Committee – Tom Buchholz
 - a. Discuss for approval
 1. Westwood Invoice 3230300059
 1. Service through 02/25/23
 2. \$3,933.50
 2. Terracon Invoice TJ13418
 1. Service 02/19/23 – 03/24/23
 2. \$6,248.75
 3. Tom Buchholz motions to pay invoices, Jean Rombach-Bartels seconds, all approve
6. Executive Committee – Jeff Feldt
 - a. Update
 1. Items discussed at 04/11/23 Executive Committee meeting
 1. Possible rental of Little Chute lock tender house
 2. UWGB testing – should it be continued
 3. Discussed swapping back Appleton 3 Lock property
 4. Price comparisons from non-profits for fundraising purposes
 5. Reaching out to ACOE Chicago's office regarding fencing, timeline, etc
 6. Menasha Barrier-Smith Root is on track for July draft
 7. Phil Ramlet traveling to Washington D.C. from 05/15/23-05/19/23
 8. No surprises with the Electrical Ground Resistivity Study
 9. Continue to work on employee policies
 10. Fundraising contact list being drafted
 2. John Vette motions to accept Executive Committee report, seconded by Tim Short, all approve
7. Property Committee
 - a. Update

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1. No Update
8. DNR – Jean Rombach-Bartels -
 1. Update - ACOE Dry Dock –
 1. No new information
 2. DNR continues to monitor the situation
9. Fundraising Committee – John Vette
 - a. Update
 1. Approximately a half-dozen benches and a couple of tables will be placed along the Kaukauna Lock Trail
 1. Signs will be located along trail, linking to our website with donation information
 2. Mary Schmidt will use social media to get information out to public regarding donations
 3. Mary Schmidt will issue a press release in the Kaukauna Times to inform public regarding donations
 2. Table/Bench Donations
 1. \$5,000.00 for a bench
 2. \$6,000.00 for a picnic table
 3. Phil Ramlet will be leaving for Washington, D.C. on 05/15/23 and returning 05/19/23
 1. Will advise politicians that the Menasha Electric Barrier will be an 8 Million project
 - a. First time politicians will hear that number
 2. Meetings in Washington, D.C.
 - a. Meeting with representatives, Glenn Grothman and Mike Gallagher
 - b. Difficult to schedule meeting with Ron Johnson
 - i. Daina Penkiunas (SHPO) suggested
 1. Keep contacting representatives' offices
 2. Usually receptive if you stop last minute
 3. Typically have staff that is assigned to a committee for certain bills and are able to discuss
 4. SHPO typically visits 10 representative offices in one day
 5. Typical time set aside for a meeting is 30 minutes
10. Rapide Croche Committee – Bruce Enke
 - a. Update
 1. SHPO will be visiting FRNSA on May 12, 2023 and visit lock
 1. Four to five staff members, some new, to become familiar with the lock system
 2. Work with Daina Penkiunas, and staff, to work on a long range plan
 3. Work on a Memorandum of Understanding for simpler items
11. Steve Erb with the Appleton Yacht Club (AYC) called in to find out where the Board of Directors were at with the topics he presented

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- a. Items AYC presented at the January 24, 2023 Board of Directors meeting
 1. Buoys/Markers need to be placed to avoid hazards
 1. Appleton Lock 4 has caused damage to boats
 2. AYC maintains markers from Appleton Lock 1 to Litle Lake Butte de Morts
 3. Phil Ramlet stated FRNSA would be discussing internally at this time
 2. Consider opening Appleton Lock 1 on demand
 3. Possibility of 1st Thursday of the month lockages
 4. Better signage needed at Appleton Lock 1 and 4
 5. Docking
 1. Overnight docking
- b. AYC would like to know what the process is and how FRNSA and AYC can work together to address the above concerns
 1. Phil Ramlet stated that Jeremy Cords would be attending the AYC meeting to discuss the 2023 Navigation Season and he could expand/follow up on January's discussion
- c. Steve Erb also noted that he had issues locating the meeting agenda on our website
 1. Mary Schmidt was able to easily locate and advised Steve Erb where to locate
- d. Steve Erb also noted that he had issues locating the DNR Goby reports online
 1. Jean Romback-Bartels advised Steve Erb where he could locate reports
- e. Steve Erb reported that the DNR's reporting tool was not functioning
 1. Jean Romback-Bartels advised Steve Erb where to locate

12. Adjournment

- a. John Vette motions to adjourn, Tim Short seconds, all approve

*No attachments per Phil 04/20/23