

Fox River Navigational System Authority

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



Minutes
Executive Committee Meeting

Tuesday July 11, 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, Phil Ramlet, Beth Taubel

Attending Virtually: Jean Rombach-Bartels, Patrick S
Start: 9:00am End: 9:50am

1. Review and approval of past meeting minutes
 - a. Discussion
 - i. Items carried over from previous meeting for follow-up and to verify completion of tasks:
 1. Talk with Bill Ramsay with Department of Administration (DOA)
 - a. Update
 - b. Met at end of June 2023
 - i. Ahlstrom
 1. Lease
 - a. After negotiations, Ahlstrom has agreed to pay approximately 41K
 - b. Ahlstrom would like to have a mutual access agreement, not an easement
 - c. No active lease at this time
 - d. No payments have been received
 2. Phase II Environmental Site Assessment
 - a. FRNSA will perform a Phase II Environmental Site Assessment study at some point
 - b. Anticipate Mark Kjorlie to be brought back as a consultant eventually
 - ii. Other Leases/Easements discussed
 1. American Transmission Co (ATC)

2. Gas company
 - a. Modify existing lease/easements
 - b. DOA will take care of any modifications on state property
 - c. FRNSA will give contact information to DOA for ATC and Gas company
 - d. DOA will contact FRNSA with feedback
3. Jeff Feldt inquired if Appleton Lock 4 is up-to-date
 - a. Phil Ramlet thinks it is
 - b. Jeff Feldt asked Phil Ramlet to confirm
 - c. Phil Ramlet will put on long-term list to complete
- iii. Records Retention
 1. DOA will reach out to FRNSA when they have recommendations
 2. Don't change anything going forward at this time
 3. Don't destroy any historical information
 4. Don't destroy anything from ACOE
 5. Keep all other paperwork for seven years
 6. FRNSA may consider having State of Wisconsin Madison office store our old, historical information
- iv. City of Kaukauna Lease
 1. FRNSA will have our attorney, Andy Rossmeissl, work with the City of Kaukauna to get a lease drawn up
- v. FRNSA Lease renewal
 1. Not discussed
- c. Hawkins Ash Audit
 - i. Plenty of time to get audited completed before year end
 1. Submit to DOA
- d. Currently FRNSA receives \$125K SEG Funds from DOA
 - i. Same amount for last 20 years
 - ii. FRNSA recommended an increase
 - iii. FRNSA to ask Senator Robert Cowles to help with increase to funds
 - iv. Phil Ramlet to ask Associated Bank to calculate what amount should be
- e. Phil Ramlet would like visit DOA twice a year

- i. June
 - ii. December
- 2. Donor list
 - a. Discuss with Community Foundation of Fox Valley
 - b. Contact trusted advisors to request donations
 - i. Westwood
 - 1. Phil Ramlet has asked for a donation spread out over multiple years
 - ii. Associated Bank
 - 1. Phil Ramlet not sure who to contact
 - a. Ask Curt Detjen with the Community Foundation for the Fox Valley (CFFV)
 - iii. Endries Otto
 - 1. Phil Ramlet will sit down with them in July to request donation
 - a. What other gifts have they given to the community to see what donation amount to request
 - c. Request donor lists, if possible
 - i. Mary Schmidt with Schmidt Communicates will be at FRNSA office 07/13/23 to discuss and work on compiling list
 - 1. 1000 Islands Environmental Center
 - a. Jeff Feldt can check with his wife for donor list as she works there
 - 2. Gordon Bubolz Nature Preserve
 - 3. Grignon Mansion
 - 4. Fox Cities Performing Arts (PAC)
 - 5. Add Heckrodt Wetland Reserve to list to ask for their donor list
 - ii. Will talk to CFFV before talking to donors
 - iii. Want to ask for one hundred donations between Labor Day 2023 and 2024
 - 1. Two fundraising appointments/phone calls per week
 - 2. Breakfast/lunch with individual donors
 - 3. Phil Ramlet has gotten contacts from
 - a. Golf outing
 - b. While attending funeral for Ray Wiater
- 3. Contact Robert Cowles' office regarding Dean Haen's appointment
 - a. Update
 - i. Dean Haen's appointment has been approved as of 06/30/23

- ii. Jeff Feldt and Bruce Enke's reappointments have been approved as of 06/03/23
 - 4. Follow up with ACOE's Chicago, IL office again
 - a. Discussion
 - i. Fencing
 - 1. FRNSA requests fence be kept off Kaukauna Locks Trail
 - 2. FRNSA will put a drawing together this week
 - 3. ACOE
 - a. Currently no budget to remediate area of contamination
 - b. ACOE asked how clean do we want it
 - i. FRNSA would like it pristine-high standard of clean
 - ii. Timeline
 - 1. Nothing established
 - ii. Ron Van De Hey motions to accept past meeting minutes, seconded by Tim Short, all approve
2. Executive Director
 - a. Discussion – Updates
 - i. Fundraising
 - 1. Discussion
 - a. See notes under 1, 1, 2, a-c
 - ii. Boat Traffic
 - 1. Discussion
 - a. 2022 Navigation Numbers
 - i. Accurate numbers
 - b. 2023 Navigation Numbers
 - i. Expect to meet or exceed 2022 numbers if trend continues
 - ii. Halfway through navigation season
 - 1. Bill Vanevenhoven did a good job vetting lock tenders
 - 2. Complaints that some locks aren't looking as good as previous years
 - a. Painting not done
 - b. Mowing/trimming is rough
 - i. Phil Ramlet feels it is good enough
 - ii. City of Kaukauna is mowing the Kaukauna locks

- iii. More expensive, but FRNSA doesn't have to pay to maintain/replace equipment
 - c. FRNSA is down one maintenance member from previous years
 - i. Would like to cut down more next year
 - ii. Sam Menning – maintenance lead – is doing a good job, hardworking, etc
 - d. Budget-45% labor
 - i. Will cut maintenance crew for the season if labor numbers start to exceed expectations
 - iii. Boat traffic wouldn't increase if no fees
 - 1. Boaters want the locks open more
 - 2. Open Menasha
 - a. Phil anticipates Menasha lock would pull same numbers as De Pere and Little Rapids locks
 - i. Opinion only, no historical reference
3. Adjournment:
- a. Ron Van De Hey motions to adjourn, Tim Short seconds, all approve

