

MINUTES

FRNSA Board of Directors Meeting

Tuesday, February 27, 2024 – Board Meeting **3:00PM PROMPTLY**

Meeting Location: 1008 Augustine Street, Kaukauna, WI 54130

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), Bruce Enke, John Vette, Ashley Dooley (DNR), Tom Buchholz (DOT), Daina Penkiunas (SHPO), Dean Haen

Attending: Ron Van De Hey, Jeff Feldt, Tim Short, Bruce Enke, Tom Buchholz, Dean Haen, Ashley Dooley (DNR) Phil Ramlet, Beth Taubel, Steve Erb (Appleton Yacht Club), Mary Schmidt (Schmidt Communicates)

Attending Virtually: Daina Penkiunas

Not in Attendance: John Vette

Start: 3:00 pm End: 4:00 pm

Agenda:

- I. Introduction

- II. Review and approval of previous board meeting minutes
 - A. Discuss
 1. Items carried over from previous meeting for follow-up
 - a. Forward Kleinschmidt Proposal to DNR
 - i. Completed
 - b. Forward Hawkins-Ash Audit to Board
 - i. Completed
 - B. Jeff Feldt motions to approve previous board meeting minutes, seconded by Dean Haen, all approve**

- III. Buoy Project
 - A. Presentation by Jeremy Cords
 1. Jeremy Cords led a committee of people from approximately 2014-2017 to work on placement/restationing/costs/etc of buoys for the Fox River
 2. Approximately (255) buoys would be needed for proper navigational marking
 - a. Coast Guard administered buoys until late 1970's

- b. Initial cost \$400K
 - i. Purchase buoy
 - ii. Program administration
 - 1. Thereafter buoy program expenses drop to roughly \$120K annually
 - 2. Funds to be sought from counties, municipalities, and WIDNR
 - c. Appleton Yacht Club (AYC) currently administers some buoys
- 3. FRNSA would like counties to fund initial cost of buoys/tackle
- 4. Counties have authority to place buoys
 - a. Outagamie County
 - i. Roughly (150) buoys from Menasha through Rapide Croche
 - b. Brown County
 - c. Winnebago County
 - i. Winnebago Parks Department administers buoys
 - ii. Annual cost approximately \$80-100K
- 5. Funding
 - a. FRNSA is not responsible for buoys along the entire river.
 - i. FRNSA is responsible for portion of river inside government canals
 - ii. FRNSA is in the navigational business and wants use of the river to be done safely
 - b. Board thinks a buoy program is necessary and recommends moving forward
 - i. Phil Ramlet will reach out to Fox Cities Convention & Visitors Bureau (FCCVB)
 - ii. Ashley Dooley will check what options the WIDNR has available for funding a buoy project
 - iii. Reach out to share concept and “sell” to counties
 - iv. Phil Ramlet will report back in May or June 2024
 - 1. Implementation goal is 2025
- 6. Reasons to Proceed
 - a. Better system and more portages would draw more kayakers
 - b. Dramatic need for markers (Steve Erb-AYC)
 - i. Unmarked hazards in river
 - ii. Boulders beneath surface
 - iii. Suggests part of scope include educational/reminder signage on how to use buoys
 - iv. Should use a barge for safely placing buoys
 - 1. This portion of the buoy project would be contracted to Radtke Contractors or McMullen & Pitz Construction Company

- c. River is like a highway, users depend on “signs” to travel safely
- 7. Additional information entered in meeting “chat” from Daina Penkiunas for board members
 - a. https://dnr.wisconsin.gov/sites/default/files/topic/Waterways/checklist/Waterway_Marker_Application_Permit_Form_8700-058.pfd
 - b. <https://regulations.justia.com/states/wisconsin/nr/nr-1-99/chapter-nr-5/section-nr-5-09>

IV. Review and approval of Treasurer’s Report – Tim Short

A. Financial Summary

B. Unlock the Fox monthly summary from Associated Bank

C. Monthly expense details

- 1. Market has been “flat”
- 2. Nothing significant for January 2024
- 3. Funds down\$140K
- 4. Operations Expenses well above budget of \$20K
 - a. Liability Insurance \$53K
 - i. Fiscal year budget is \$65K
 - ii. Year-to-Date FRNSA has spent \$80K on liability insurance
 - 1. Recommended that Phil Ramlet look into these charges to confirm accuracy and why such a discrepancy between actual and budget
 - b. Audit fees
 - i. \$10K, as budgeted
- 5. Capital Expenses
 - a. UWGB study \$8.9K
 - i. Fiscal year budget is \$36K
 - ii. Year-to-date FRNSA has spent \$51K
 - b. Goby study \$10.3K
 - i. Fiscal year budget is \$15K
 - ii. Year-to-Date FRNSA has spent \$147K
- 6. 24K audit adjustment
 - a. Will put into February 2024 Treasurer’s Report
 - i. Adjustment from auditors for accrued payroll at Fiscal Year End 2023

D. Tim Short motions to accept Treasurer’s Report, seconded by Tom Buchholz, all approve.

V. Executive Director – Phil Ramlet

A. Menasha Lock

1. Update
 - a. Kleinschmidt proposal has been submitted to the WIDNR
 - i. Will take 1-2 weeks to receive feedback
 - ii. Proposal will be brought to March Board of Directors meeting for approval

B. Westwood - De Pere Lock Embankment Repair Consulting

1. Review and Motion to Approve
 - a. De Pere Lock sinkhole and improvements, Project Work #PWO-0006
 - b. Proposal dated 11/15/23
 - c. Vinton has already completed the work
 - i. Additional charges, \$7,940.00
2. Motion to pay Vinton invoice
 - a. **Tim Short motions to pay Westwood \$7,940.00, seconded by Tom Buchholz, all approve**

VI. Capital Projects Committee – Tom Buchholz

A. Motion to approve to pay the following invoices

1. Westwood December 2023 Invoice
 - a. Civil Engineering Invoice
 - b. Amount of \$5,726.28
2. Motion to pay Westwood invoice
 - a. **Tom Buchholz motions to approve invoice payment, seconded by Tim Short, all approve**

VII. Executive Committee – Jeff Feldt

A. Update

1. Legal action taken against OrgPix, Inc d/b/a LIVEALITY for mobile application
 - a. Trying to recoup funds
 - b. March 5, 2024 is the cut-off date for a response from OrgPix
 - i. No response as of today
2. Heart of the Valley Metropolitan Sewerage District (HOVMSD) project: Interceptor System Rehabilitation
 - a. Scott Schramm from HOVMSD gave an informational presentation for this project
 - i. Memorandum of Understanding (MOU) was reviewed/discussed
 1. DOA attorneys reviewed, no comments
 1. DOA approved MOU to be endorsed
 2. Includes detail about restoration
 3. Photo and drone documentation will be taken throughout the project

- ii. McMullen & Pitz are the primary contractor
- iii. Work to begin first part of April, 2024
- 3. Kaukauna Lock 5 – property ownership question
 - a. Friends of the Fox (FOF) purchased property on FRNSA’s behalf
 - i. Part of a DNR Grant Program
 - 1. FOF could apply, FRNSA could not
 - b. FRNSA paid the 2012 taxes
 - i. There is now a special assessment on the property
 - ii. Concerns about who will be responsible for cleanup of property
 - c. Phil Ramlet has talked to the Department of Administration (DOA)
 - i. Need to determine who should own this property, FRNSA or State of Wisconsin
 - 1. DOA will talk about internally
 - d. Phil Ramlet checked the Register of Deeds website
 - i. FOF listed as owner
 - ii. Recommended that Phil Ramlet do a title search as the websites can be inaccurate and are used only as a guide

VIII. Fundraising Committee – John Vette

A. Mary Schmidt Presentation

- 1. In March 2024, FRNSA will start asking people for donations
 - a. Targeted effort is to fund our “Preservation Fund” to keep FRNSA in existence
 - i. Mary Schmidt will send out a packet to board with key speaking points
 - ii. The following members will start to ask for donations: Jeff Feldt, Ron Van De Hey, Tim Short and Phil Ramlet
- 2. Will start with the Greater Green Bay Community Foundation and the Oshkosh Area Community Foundation
- 3. Community Foundation for the Fox Valley Region (CFFVR) is acting as FRNSA’s fiscal agent so donations can be tax deductible
 - a. Donation button on both the CFFVR and FRNSA websites
- 4. FRNSA and Schmidt Communicates will do a follow up at the June 2024 board meeting to see where we’re at with fundraising and who has been contacted

IX. Rapide Croche Committee – Bruce Enke

A. Discuss

- 1. (2) Buildings in need of repair
 - a. Bruce Enke will get the photos to Daina Penkiunas
 - b. Added to the 2025 Fiscal Year CIP Program
 - i. CIP list will be available at the March Board meeting

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



X. Other items Discussed

- A. Bruce Enke asked if the UWGB 2023 monitoring proposal is a draft only or a final proposal
 - 1. Phil Ramlet is unsure, will check on this concern
- B. Jeff Feldt approached by member of public regarding FRNSA's light bulb usage and electrical costs
 - 1. Ron Van De Hey stated this would be a great project for Jeremy Cords to follow up on
 - 2. Beth Taubel inquired about a "due" date as we are busy getting ready for our navigational season (paperwork, maintenance, interviews, etc)
 - a. No rush per Jeff Feldt
- C. Steve Erb with AYC inquired about Sturgeons for Tomorrow in regards to having the sturgeon listed as an endangered species
 - 1. Phil Ramlet advised Steve Erb that concerned citizens should follow up with Senator Glenn Grothman's office

XI. Adjournment

- A. **Bruce Enke motions to adjourn, seconded by Tom Buchholz, all approve**