

Executive Committee Meeting Minutes

Tuesday, December 10, 2024, 8:45am (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), Bruce Enke (Secretary)

Attending: Jeff Feldt, Ron Van De Hey, Tim Short, Bruce Enke, Phil Ramlet, Beth Taubel

Start: 8:00am

End: 9:50am

Agenda:

- I. Review and approval of past meeting minutes
 - A. Discussion
 1. Items carried over from previous meeting for follow-up and to verify completion of tasks:
 - a. None
 - B. **Tim Short motions to approve past meeting minutes, seconded by Ron Van De Hey, all approve**
- II. Executive Director
 - A. 2025 Capital Improvement Program
 1. Discuss
 - a. Little Chute Lock Tender House
 - i. Consider hiring a Real Estate Agent to check into commercial lease
 - ii. Highest and Best Use
 - iii. Inside of house not monitored regularly, Phil Ramlet walks by monthly to see the exterior of house
 - b. Rapide Croche
 - i. Mead & Hunt will be contracted
 - ii. Long term solution would be to fill in lock chamber with earth and plant
 - iii. Would be able to reverse by removing earth from lock chamber
 - iv. Document septic field, including locating of waste line from building and from the separate restroom
 - v. Garage work has been completed by staff
 - c. Blue Shed Renovation

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



- i. Coordination has already begun with State Historical Preservation Office (SHPO)
 - ii. Will refurbish where it is located now
 - iii. Construction to begin Fall of 2026
 - iv. \$100K price is a guess currently
 - d. Office painting has been completed
 - i. Will be removed from the 2025-2026 budget
 - e. De Pere Lock Tenders House
 - i. Shingles are done
 - ii. Staff painted trim
 - f. Little Chute Turning Basin
 - i. Slope needs rip rap
 - ii. Tim Bolwerk with Westwood will work with SHPO
 - iii. Anticipate a March 2025 bid opening
 - g. Three of eight guillotine valves along the system need to be replaced
 - i. Controls the flow of water
 - ii. Anticipate bid package for bid in Fall 2025
 - iii. One is located at Combined Locks, to be completed 2026
 - iv. Additional two to be completed in 2027 and 2028
 - v. Recommended all three be ordered at the same time for consistency and possible cost savings
 - i. Will order as needed
 - vi. Project has been cleared by SHPO
 - 2. 2025 Kayak Portages
 - a. FRNSA Grant Match
 - i. FRNSA needs to put its match amount (\$75K) into fund
 - ii. Phil Ramlet will meet with the Fox Cities Convention & Visitors Bureau (FCCVB) 01/15/25 to discuss a donation
 - iii. Will discuss further this afternoon Board of Directors meeting
- B. FRNSA-UWGB Agreement, 2025 Goby Testing
- 1. Review and approve
 - a. Jeff Feldt motions to approve and submit to Board of Directors for approval at afternoon Board of Directors meeting
 - b. FRNSA will have a call with UWGB to discuss comments from WI DNR and change in scope of work, no increase in cost
 - 2. **Jeff Feldt motions to approve the UWGB Agreement, seconded by Tim Short, per WI DNR revisions, all approve**
- C. Contract Updates
- 1. Discuss
 - a. Jeremy Cords put together an "Outstanding Contracts" list as per the Capital Improvement Program (CIP) policy
 - b. Form to be presented to the board every six months (January and July)
 - c. Report will run on a fiscal year calendar

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



- III. Closed Session: Under Wisconsin State Statute 19.84(1)(f) "Consideration of Financial, medical, social or personal information
Statute 19.85(1)(f) "Consideration of Financial, medical, social or personal information.
 - A. **Tim Short motions to go into closed session, seconded by Bruce Enke, all approve**
 - B. Discuss with Attorney Jim Macy, von Briesen and Roper
 - C. Return to Open Session for Possible Action
 - D. **Ron Van De Hey motions to go back into open session, seconded by Tim Short, all approve**
 - E. Action: recommend compensation adjustments, as discussed, to Board of Directors
 - F. **Ron Van De Hey motions to recommend compensation adjustments, seconded by Tim Short, all approve**
- IV. Adjournment
 - A. **Bruce Enke motions to adjourn, seconded by Ron Van De Hey, all approve**