

**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, January 27, 2026 – Board Meeting **2:30 PM PROMPTLY**

**Meeting Location: DJ Bordini Center 5N Systems Drive, Grand Chute, WI**

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

**Access Code: 412-495-285**

**Members:** Jeff Feldt (Chair), Tim Short (T), Bruce Enke (VC), \*Tom Mace, \*Steve Erb (S), Tom Buchholz (DOT), Dean Haen, Ashley Dooley (DNR), Tricia Canaday (SHPO)

**Attending:** Jeff Feldt, Tim Short, Bruce Enke, Steve Erb, Tom Buchholz, Ashley Dooley, Phil Ramlet, Jeremy Cords, Beth Taubel, Mary Schmidt (Schmidt Communicates), Yvonne DeGroot (FVTC)

\*Members voting in an advisory role

**Absent:** Tom Mace, Dean Haen, Tricia Canaday

Start: 2:30p            End: 5:30p

**Agenda:**

- I. Introduction
- II. Review and approval of previous board meeting minutes
  - A. Discuss
  - B. **Tim Short motions to approve minutes, seconded by Bruce Enke, all approve**
- III. Items carried over from previous meeting for follow-up
  - A. None
- 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
  - D. **Tim Short motions to approve Treasurer's Report, seconded by Bruce Enke, all approve**
- V. Executive Director- Phil Ramlet
  - A. Westwood PWO 14 Kayak Portage Permits at various locations
    1. Review and approve
      - i. Estimated fee is \$9,800.00
        - a. Does not include permit costs

**B. Steve Erb motions to approve Westwood's PWO, seconded by Tom Buchholz, all approve**

VI. Capital Projects Committee – Tom Buchholz

A. Motion to approve to pay the following invoices

1. Westwood Invoice 1251201515
2. Mead and Hunt Invoices 399544 and 401227
3. Outagamie County Highway Department Invoice 1022294
4. Endries Otto 54382
5. Ansay and Associates
6. Hawkins-Ash Invoice 32442543

**B. Tom Buchholz motions to approve payments, seconded by Tim Short, all approve**

VII. Executive Committee – Bruce Enke

A. Update

1. Hawkins Ash representative, Jared Lensmeyer, was present to discuss the Hawkins Ash audit
  - i. Beth Taubel requests (1/27/26 board meeting) that Phil Ramlet updates her when Audited Financial Statements have been submitted to DOA so a SEG letter can also be sent
2. Strategic Plan process discussed

VIII. Rapide Croche Committee – Bruce Enke

A. Discuss

1. Lock Tender house is substantially completed
2. Interior and exterior paint will be done in the Spring

IX. Strategic Planning Exercise – Yvonne DeGroot FVTC

1. Discussion

- i. PowerPoint
- ii. Steve Erb did a great job putting together power point for discussion
- iii. Discussion of Mission and Vision statements for FRNSA
- iv. Reviewed Key Stakeholders list and questions
  - a. Phil Ramlet intends to interview key stakeholders, and a board member will accompany him to take notes
  - b. Phil Ramlet will make a schedule of who/when he will be interviewing and share with board members. Board members can fit into their schedules and can accompany Phil Ramlet for interviews as able
- v. Unable to complete the "questions" exercise, will complete at the March 2026 Board of Directors meeting
  - a. March 2026 Board of Directors meeting will take place at the DJ Bordini Center

X. Adjourn

**A. Tom Buchholz motions to adjourn, seconded by Tim Short, all approve**