

Presenter/ Time	Agenda Item	Key Points	Outcomes, Next Steps, Assignments																															
	1. Call to Order	<p>Members Present: Dale Mayo, Committee Chair; Bev Dittmar, Chair; Larry Erickson, Vice-Chair; Matt Harter, Dave Newman, Gary Hilgendorf, Lee Van Zeeland, Bob Lang</p> <p>Absent: Dan Timmerman, Steve Moran</p> <p>Others Present: Cathy Burrow, Ann Loechler, Ed Slaminski, Gary Eddy - DNR, members of the public.</p>																																
	2. Agenda Repair	None																																
	3. Acceptance of minutes of previous meeting		Lee Van Zeeland moved to accept the minutes of the previous meeting. Second by Gary Hilgendorf. MOTION PASSED.																															
	4. Committee Chair Report	<p>Dale explained that with moving from a 2 year term to a 3 year term for registration, the revenue will be very low in FY18 (July 1, 2017 – June 30, 2018).</p> <table border="0" data-bbox="661 974 1134 1144"> <thead> <tr> <th><u>Reg. Expired</u></th> <th><u>Renewal Due</u></th> </tr> </thead> <tbody> <tr> <td>2013</td> <td>2015</td> </tr> <tr> <td>2014</td> <td>2016</td> </tr> <tr> <td>2015</td> <td>2018</td> </tr> <tr> <td>2016</td> <td>2019</td> </tr> </tbody> </table> <p>Only new snowmobiles will be registered in 2017-18.</p> <table border="0" data-bbox="661 1209 1323 1453"> <thead> <tr> <th><u>Reg. Revenues</u></th> <th><u>New</u></th> <th><u>Renewal</u></th> </tr> </thead> <tbody> <tr> <td>2010</td> <td>\$430K</td> <td>\$2.57 million</td> </tr> <tr> <td>2011</td> <td>\$460K</td> <td>\$3.28 million</td> </tr> <tr> <td>2012</td> <td>\$350K</td> <td>\$2.33 million</td> </tr> <tr> <td>2013</td> <td>\$400K</td> <td>\$2.99 million</td> </tr> <tr> <td>2014</td> <td>\$430K</td> <td>\$2.80 million</td> </tr> <tr> <td>2015</td> <td>\$450K</td> <td>\$2.24 million</td> </tr> </tbody> </table>	<u>Reg. Expired</u>	<u>Renewal Due</u>	2013	2015	2014	2016	2015	2018	2016	2019	<u>Reg. Revenues</u>	<u>New</u>	<u>Renewal</u>	2010	\$430K	\$2.57 million	2011	\$460K	\$3.28 million	2012	\$350K	\$2.33 million	2013	\$400K	\$2.99 million	2014	\$430K	\$2.80 million	2015	\$450K	\$2.24 million	<p>The Council will have to make a decision to hold back funds at the August meeting to augment the reduced revenues that will face the program at the August 2017 funding meeting. One million dollars was suggested.</p> <p>Numbers are posted with the minutes.</p>
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	<p>5. Public Comment</p>	<p>Word from the snowmobilers is still coming in that they were unaware of the trail pass requirement.</p> <p>Discussion followed regarding the many communications that have been sent out, law enforcements response, compliance rate observed, etc.</p>	
	<p>6. Reimbursement Review/Audit Subcommittee report</p>	<p>At the October meeting, the 1st 3 recommendations of the Groomer Rates subcommittee were passed as motions by the full Council. There were a number of findings that weren't acted upon at that time.</p> <p>Steve Moran sent his comments. He believes only physical work on the trail should be reimbursable. No time should be claimed for obtaining easements, no attending meetings, no travel time to/from meetings, etc.</p> <p>The committee agreed to the following:</p> <ol style="list-style-type: none"> 1. Obtaining easements, land-use agreements and the like is not a fundable item. 2. Funded trails must be numbered for purposes of reporting trail maintenance. 3. Each county (basic & supplemental maintenance) must submit all their grooming and non-grooming worksheets for the 15-16 season. 4. Hour meter readings on tractors used for non-grooming purposes are required to be reported. (Forms will be updated before July 1, 2016). 5. All clubs/alliances/counties should use approved forms that are filled out on the computer. Forms completed with hand-writing are not acceptable. 6. In reviewing the grooming records it appears some counties are recording all grooming hours as if they were only grooming funded trails. The grant does not pay for non-funded trails and they must be indicated on the grooming sheets. We don't need to know the time of grooming the non-funded trails, but expect to see gaps in the hour meters for funded trails. 7. Hour meters must capture time to the nearest tenth and that 	<p>Dave Newman moved to implement the audit subcommittee findings. Second by Larry Erickson. MOTION PASSED.</p> <p>Replacement hour meters (for use when a meter stops recording to the tenth of an hour) are a reimbursable expense.</p>

		<p>must be reported on the worksheets.</p> <p>8. Counties must report with their Grant Payment Request trail open and close dates for the season. This includes reporting on different segments of the county and interim open/close dates throughout the season.</p> <p>9. The Automated Reporting System should be adopted because it will address many of these issues.</p> <p>10. Update from Infrastructure meeting: Counties must GPS their trails by April 15, 2018. Maintenance Contracts will be adjusted with the July 1, 2018, maintenance contracts. Any county that GPS's their trails prior to that date, will not be adjusted until July 1, 2018.</p>	
	7. DNR Report	<p>For the '15-'16 season, the Council approved funding of 40 projects at a total of \$1,029,833. As of the meeting date 29 of the grants were written for a total of \$730,050.</p> <p>Funding of the Automated Reporting System The portion of the segregated snowmobile fund that is used by the DNR to award grants is only allowed to be used to fund trail grants. Therefore, the Council needs to recommend to the DNR that a set amount of that money be used to fund the ARS. Without the Council's approval, this project will not proceed.</p>	<p>Lee Van Zeeland moved to designate \$50K of the trail aid money to be used to purchase the automated reporting system. Second by Bev Dittmar. MOTION PASSED.</p>
	8. Member Items		
	9. Adjournment		<p>Lee Van Zeeland moved to adjourn. Second by Gary Hilgendorf. MOTION PASSED.</p>