

Meeting Minutes

Governor's Snowmobile Advisory Council
August 13, 2016 ~ Capitol Lake Visitor Center, Pierre

Chairman Scott Erstad called the meeting to order at 9:02 a.m.

Council Members Present: Scott Erstad, Bruce Hintz, Russell Johnson, Al Nagel, Dave Kennedy, and Todd Wilkinson.

Council Members Absent: Gary Ulmer

GFP Members Present: Katie Ceroll, Shannon Percy and Ryan Raynor

Agenda Adoption

Erstad asked the council if they would like anything added to the agenda. Raynor added "Introductions." A motion was made by Wilkinson and seconded by Johnson to adopt the agenda as presented. **Motion Carried.**

Introductions

Raynor introduced Katie Ceroll as the new Director of the Parks and Recreation Division. After Ceroll introduced herself further, members of the council along with those in attendance introduced themselves as well.

Approval of Minutes

A motion was made by Nagel and seconded by Kennedy to approve the minutes of the May 7th, 2016 meeting. **Motion Carried.**

Council Re-Appointments

Raynor recognized Russ Johnson, Dave Kennedy, and Al Nagel for being re-appointed to the Governor's Snowmobile Advisory Council by Governor Daugaard. Council members serve three year terms with no limit on the number of terms one can serve. Dave Kennedy has served on the council since 2004, Russ Johnson has served since 2009 and Al Nagel been on the council since 2002.

Black Hills Update

Percy presented two maps reflecting approved reroutes from the BHNFS for the coming season. Turkey trail, located just south of Big Hill, is being moved off the existing road for logging access.

The final reroute is Trail #7 located at Brownsville. This move will have a much better approach and site line instead of climbing the steep hill, and then it will go behind the old Brownsville fire hall and then connect to the existing trail. Percy is still pursuing a private land use agreement in the area. Percy was informed that the Sawyer property is now owned by the Rocky Mountain Elk Foundation. Wilkinson asked if the snowmobile trail is still allowed on the property. Percy asked the same questions and, while it hasn't been confirmed yet, it was assumed the trail has been grandfathered in. If Percy find out the trail is no longer allowed, he must work with DOT to improve a trail around the property which has ATV damage.

Percy stated we are in the process of working on the new maps with Department of Tourism.

Wilkinson asked if the Wyoming contract has been signed yet. Percy stated it was just received and sent back to get the new director's name on the contract as the contract in hand had Douglas Hofer.

East River Update

Raynor stated that groomer inspections were conducted in early August by himself and the equipment technician from Hardy Camp. It was determined that the groomer from Mitchell will be surplus this fall and they will receive the Sno-Cat Transfer from the Black Hills. The program will be trading in the oldest Sno-Cat in the state:

2002 Rubber Track – (4,032 Hours and 25,419 miles)

Overall the groomers were in good shape with minimal major repairs needed in the east river fleet. Raynor did mention he will be purchasing (3) three tracks for sure in the coming weeks and possibly a fourth for clubs located in Sisseton and Sioux Falls. Sisseton will receive two tracks and Sioux Falls the third while closely monitoring another track on the Sioux Falls groomer. Percy mentioned there was a couple bad years of tracks and felt these tracks were in that year.

Erstad mentioned if the extra groomer in the Poinsett area could be surplus? Raynor mentioned it would be too late to surplus this year and based on its condition, surplus the extra drag compared to giving it to other clubs would be the proper way to move forward.

2016-2017 GIA Applications

GIA applications totaling \$341,854 and includes 1,556 miles of groomed trail were recommended to the council and look as follows:

• Aberdeen	\$18,123	▪ Mitchell	\$ 6,574
• Beresford	\$22,931	▪ Poinsett	\$26,155
• Brookings	\$27,214	▪ Redfield	\$17,965
• Clear Lake	\$34,001	▪ Siouxland	\$20,646
• DeSmet	\$58,082	▪ Sisseton	\$24,246
• Huron	\$15,881	▪ Watertown	\$15,829
• Milbank	\$19,898	▪ Webster	\$25,044
• Miller	\$11,694		

A motion was made by Wilkinson and seconded by Hintz to approve the applications as presented. **Motion Carried.**

FY 2016 Budget Review (July 1, 2015 to June 30, 2016)

The snowmobile program spent \$774,459 during FY16. Revenue earned totaled \$939,586. The snowmobile trails fund was increased by \$165,126 after the transfers out to the GFP Division of Administration was figured in.

Total Revenue Earned Included:

Gas Tax:	\$433,440	(13,384 Registered Snowmobiles)
\$10 Snowmobile License:	\$115,409	
4% Registration Tax:	\$352,481	
\$40 5Day Temporary Permit:	\$11,349	
Interest:	\$ 14,335	
Charges for Sales/Services:	\$ 10,908	
Other:	\$ 1,664	

Total Expenditures Included:

Salaries & Benefits	\$272,082	Travel	\$11,114
Contractual Services	\$102,509	Supplies & Materials	\$115,592
Grants	\$125,964	Capital Assets	\$147,198

Capital Assets Purchased

Raynor reminded the council that a Groomer and a warming shelter were purchased for capital assets in FY16.

Nagel asked what the status was for RTP. Raynor reminded the council in FY16 the snowmobile program received just over \$64,000 towards the purchase of a groomer. There was some discussion if the RTP grant was reauthorized for an extended period of time in the federal highway bill. Wilkinson confirmed that RTP was reauthorized for a six year period two years ago and through 2020.

Raynor also shared with the council a graph which reflected the number of registered sleds as of July 1st since 2010:

FY2010 – 13,742	FY2014 – 14,589
FY2011 – 13,080	FY2015 – 13,234
FY2012 – 15,554	FY2016 – 12,384
FY2013 – 14,845	FY2017 – 11,623

As of June 30th 2016 the snowmobile trails fund balance was \$1,091,851.

FY 2017 Budget Preview (July 1, 2016 to June 30, 2017)

Projected revenue for FY17 is \$930,805 while \$1,306,703 in spending authority is budgeted. 11,623 snowmobile registrations account for \$406,805 received through the gas tax reimbursement. The number of registered snowmobiles is down 761 sleds from the previous fiscal year.

Projected Revenue:

Gas Tax:	\$406,805	(11,623 sleds)
\$10 Snowmobile License:	\$115,000	
4% Registration Tax:	\$365,000	
\$40 5Day Temporary Permit:	\$ 12,000	
Interest:	\$ 14,000	
Charges for Sales/Services:	\$ 13,000	
Other:	\$ 5,000	

Projected Expenses:

Personnel Services	\$397,592	Supplies	\$181,750
Travel	\$ 22,550	Grants	\$312,500
Contractual Supplies	\$142,311	Capital Assets	\$250,000

Projected Capital Assets:

Groomer:	\$215,000
Wood Chipper:	\$35,000 (Split 50/50)

Wilkinson asked the question how much of the RTP for FY17 has been approved for the snowmobile program. Raynor told the council \$172,000 has already been approved by the RTP council and the Governor's Office towards the purchase of a groomer.

Wilkinson made a motion to purchase a 2nd groomer in FY2017. Motion seconded by Johnson. After further discussion about the trails fund balance and existing budget authority in capital assets the **motion was carried.**

Wilkinson asked where the 2nd groomer would be transferred from the hills east river would go. Raynor mentioned two 2004 groomers exist in Watertown and Webster. The Webster groomer would be next on the list to go based on current conditions compared to the Watertown groomer. Paint on the Webster groomer was also deteriorating. It was agreed that Raynor would surplus the Mitchell and Webster groomers.

Johnson brought up the fact that their smaller Piston Bulley is currently pulling a drag which is too heavy for their groomer. The Beresford club would like to pursue more of a pan drag similar to what ski slopes use. With less moguls and more approaches to go over, using a smaller drag may work better in their situation.

A motion was made by Nagel and seconded Wilkinson to purchase a lighter packer drag for the Beresford snowmobile club. After further discussion the **motion was carried.**

Wilkinson asked if we thought more motorized projects were budgeted this fiscal year through RTP. Raynor mentioned that historically most of those funds if not all from the joint side of the RTP grant in SD went towards non-motorized projects and though this year was no different.

Ceroll told the council that she would encourage any club with a motorized project in mind to contact Randy Kittle.

FY 2018 Budget Recommendation (July 1, 2017 to June 30, 2018)

Projected revenue for FY18 totals \$960,250 and projected expenditures total \$1,321,703

Projected Revenue:

Gas Tax:	\$428,750 (Projected 12,250 registered sleds)
\$10 Snowmobile Licenses:	\$122,500
4% Registration Tax:	\$365,000
\$40 5Day Temporary Permit:	\$ 12,000
Interest	\$ 14,000
Charges for Sales/Services	\$ 13,000
Other	\$ 5,000

Raynor stated there was only one change in the expenditures budget which is in capital assets. \$250,000 is being budgeted.

After further discussion about future groomer costs, Wilkinson made a motion to add \$7,000 to the capital asset budget. Motion was seconded by Nagel. **Motion Carried.**

After this motion the total for capital assets will be amended to \$272,000

Wilkinson made a motion to accept the FY18 budget as proposed. Motion was seconded by Kennedy. **Motion Carried.**

Below is a summary of projected expenses during FY18.

Projected Expenditure:

Personnel Services	\$397,592	Supplies and Materials	\$181,750
Travel	\$ 22,550	Grants	\$312,500
Contractual Supplies	\$152,311	Capital Assets	\$272,000

Projected Capital Assets:

Trails Groomer	\$230,000
(2) Drags	\$ 42,000

Titling Snowmobiles

In May the council discussed how difficult it can be in various counties to license an older snowmobile, whether the paperwork had been lost over the years or no title paperwork had ever been produced for that particular year of sled. Raynor shared 3 scenarios and what type of paperwork should be provided in each case.

- A snowmobiler buys a new or used sled from any other state that currently does not title snowmobiles? **The original registration and a Bill of Sale would be required**
- A snowmobiler buys a used snowmobile from instate or out of state and the title paperwork has been lost over the years, but there is a record of it on their system? **The last registered owner in our system would need to apply for a duplicate title with the Bill of Sale.**
- A snowmobiler buys a used snowmobile from instate or out of state, but it's so old that the title paperwork was either lost over the decades or titles were not even being made at the time the sled was manufactured and you do not have any record of a title for that sled? **We would require a Bill of Sale and Affidavit of facts of where they acquired the snowmobile.**

Much discussion took place about trying to find previous owner of the vehicle that actually registered the sled. According to DMV, the previous registered owner in their system must fill out certain documents to transfer ownership. The problem is that previous registered owner could be 4 owners ago and it's impossible to track down. Raynor stated he did not anticipate this problem and would talk to DMV and come up with an answer for the November meeting.

OHV/ATV Legislation

Raynor stated GFP staff had a meeting with the South East SD ATV Association about pursuing legislation during the 2016-2017 legislative sessions. Raynor stated a lot of work had to be done by this group before legislation could be pursued such as discussions with the Forest Service and legislators along with other groups. Raynor was setup as a point of contact and would remain close to future discussions.

International Snowmobile Congress

Raynor stated members from the International Snowmobile Administrators Association toured Hardy Camp the Wednesday before the tour started. Percy and Raynor stated many accolades were received from the group about the facilities at Hardy Camp and the beauty of the area itself. As far as the IASA meetings went, discussions about Fat Tire Bike interests in snowmobile trails, how states were handling motorcycles converted to a snowmobile, whether or not hand signals should be used, and Avalanche awareness all had intelligent discussion.

Strategic Planning

Before closing the meeting Ceroll discussed the new strategic plan that has been ongoing during the year. This plan will be based on a 5 year plan and would address such things as various management goals, projects, employee hiring and retention along with many other aspects of the departments operations and planning. These goals and objectives are being unveiled to the department at the end of the month and then rolled out to the public through public meetings in September.

Both the advisory council and SDSA board were invited to attend various meetings across the state to have buy in on this plan and seek comments as well.

Election of Officers

Typically Chair and Vice Chair positions are held for 2 year rotations. Gary Ulmer was voted Vice Chair and Russ Johnson was voted Chair.

Wilkinson made a motion to make Russ Johnson Chair and Gary Ulmer Vice Chair. Motion was seconded by Nagel. **Motion Carried.**

Next Meeting

The next meeting was scheduled for 10:00 a.m. on Friday, November 11, 2016 at the Ramkota in Aberdeen, SD. This meeting is held in conjunction with the SDSA Convention.

Adjournment

A motion was made by Johnson and was seconded by Hintz to adjourn at 10: a.m.

Motion carried.

