



Snowmobile Advisory Council SNARS Audit Ad Hoc Meeting Minutes

Friday, May 9th
via Zoom

Ad-Hoc Members Present: Sue Smedegard (Chair of Ad Hoc), Joel Enking, Gary Hilgendorf, Bob Lang, Dale Mayo, Holly Tomlanovich

Ad-Hoc Members Absent: Tara Krall, Ann Degenhardt

DNR staff attendance: Jillian Steffes

Others in attendance: Mike Holden, Bob Eickmeyer, Dan Carlson

1. Call to order at 9:00 AM

2. Agenda Repair

None

3. Public Comments

None

4. Discussion & Recommendations: Assist Department in Reviewing SNARS Entries for Eligibility;

- **Background:** DNR staff do not always have time to individually review every line of entry for grooming and non-grooming in SNARS, due to workload and staffing hours. Counties that go into supplemental are given an in-depth audit, but non-supplemental counties may not.
- **Goal:** Ad hoc group would like to assist the Department, and look for common problems or inconsistencies, by reviewing SNARS non-grooming entries. This may result in future policy changes to ensure expenses to the program are valid and reasonable.
- **Plan:** Ad hoc members will be given a list of counties to review, determined alphabetically. If a member is uncomfortable reviewing a particular county, they may trade it with another member. Members will make note of SNARS entries they find questionable, ineligible or concerning, and share that with Jillian Steffes (DNR) and Sue Smedegard (Ad Hoc Chair). Jillian will investigate further, contacting the county and club to discuss, and make a final eligibility determination. If ineligible expenses are discovered, county/club final payments may be reduced accordingly.
- Gary Hilgendorf took the liberty of reviewing non-grooming entries for 4 or 5 counties in advance of this meeting. Observations include...
 - Brushing w/ wrong equipment #. Assuming their grooming pulling unit was used for brushing, they were using equipment code 218 when they should have used 217. **Reminder that clubs should use manufacturer HP rating, not 'boosted' HP rating.**
 - Equip hours matching labor hours, in situations where equipment hours should be LESS than labor
 - Charging for fuel for snowmobiles, chainsaw (not eligible)
 - Invoiced for brushing but also entered club labor (double paid)
 - Panning entries but no groomers were out that day according to GTS
 - Some clubs are disconnecting their GPS unit because the public is seeing it as groomed.
 - Recommended practice is to NOT disconnect GPS unit. Future discussion to be had on reflecting open/close trail status in GTS and not displaying grooming when trail is closed.

5. Adjourn