SNOWMOBILE ADVISORY WORKGROUP (SAW)

Meeting Minutes

December 5, 2024

1 – 4:30 p.m.

Hiawathaland Snowmobile Club

Welcome – Roll Call

PRESENT FOR THE OFF-ROAD VEHICLE ADVISORY WORKGROUP:

- Don Britton, Chair
- Douglas Baum (virtual)
- Joe Kuchnicki
- Jim Kelts (virtual)
- Scott Lacombe
- Karen Middendorp
- Chad VanBennekom

PRESENT FOR THE DEPARTMENT OF NATURAL RESOURCES (DNR) STAFF

Scott Slavin, Matt Torreano, Ron Yesney, Jessica Holley-Roehrs, Peter Costa, Greg Kinser, Heather Durocher, Nicole Hunt, Annalisa Centofanti, Michelle Ballard, Christopher Stark, Jill Sell, Cpl. Michael Hearn (LED), Rob Katona, Tim Novak, Michael Desnoyer, Paige Perry, Blake Gingrich, and Monica Weis

Meeting minutes

ACTION ITEMS

Meeting called to order at 1:07 p.m.

MOTION

Motion made to approve the August 22 minutes as amended by Chad VanBennekom, seconded by Karen Middendorp, with all in favor. Motion carried.

SAW December 2024 Minutes

Chad VanBennekom requested to add an item under Business Items for discussion (a) (b) and (c):

- Change Update Handbook - Maintenance
- Allow the use of tracked machines only on snow
- Yearly inspection of program machines by the local contact

MOTION

Motion made to approve the December 5th agenda as amended by Chad VanBennekom, seconded by Karen Middendorp, with all in favor. Motion carried.

MOTION

Motion made to allow the Chair to take agenda items out of order by Chad VanBennekom, seconded by Karen Middendorp, with all in favor. Motion carried.

PUBLIC COMMENT

Lyn Nelson

Region 8 Trauma Coordinator – UP-wide

Working with the DNR on the Ride Right Program. Wants people to go home to friends and families. Looks at the injury related data from ER, walk-ins, and EMS to see the demographics of who is injured and why. Bringing back this information back to the DNR.

Working to bring safety information to the communities where there aren't active snowmobile clubs.

Starting a program "Until Help Arrives" to take care of a person until EMS arrives. Through the Office of Highway Safety, cost-free kits.

Ron recognized Lyn's efforts and dedication with the Ride Right program.

BUSINESS ITEMS FOR DISCUSSION

Update Handbook - Maintenance Committee

Would like to change from1 hour per week to 1 hour per shift. This would cover the clubs that do not do maintenance. 1 hour per groom/minimum.

It was asked how it would be enforced – if the unit contact has access to the GPS unit they could monitor. If a groomer runs 24 hours without stopping, Jessica Holley-Roehrs receives an alert. Can send the alert to the unit contact so there would be a discussion for a required down time.

MOTION

Motion to change and update the Handbook instead of 1 hour per week to one hour per groom

made by Chad VanBennekom, seconded by Karen Middendorp. All in favor, motion carried.

DISCUSSION TO ALLOW TRACKED MACHINES ONLY ON SNOW

Committee

Use of tracked machines only on snow. Okay to use on one inch of snow, better than pavement allowing the snow to cool and lubricate the tracks. No snow can't use the machine. Machines were bought to maintain snowmobile trails. Clubs can trailer the machines for parades.

MOTION

Motion to allow use of tracked machines only on snow and add the information to the Handbook by Chad VanBennekom, seconded by Karen Middendorp. All in favor, motion carried.

YEARLY INSPECTION BY UNIT CONTACT

Committee

Modify the current form to have the unit contact present for a yearly inspection. Also have the unit contact present during delivery of new machines.

**For the March meeting add "Yearly Inspection by unit contact" topic on agenda.

DON BRITTON – SEND OFF/PLAQUE PRESENTATION

Ron Yesney, DNR (see attached letter from Tim Novak and photo)

Ron thanked Don for all his hard work. Don gets stuff done, running full steam ahead. Don will be missed greatly by the Committee and community.

SAW CHAIR AND VICE CHAIR NOMINEES

Committee

Karen Middendorp was nominated for Chair and Chad VanBennekom for Vice Chair.

Motion made to appoint Karen Middendorp as Chair and Chad VanBennekom as Vice Chair by Jim Kelts, seconded by Joe Kuchnicki. All in favor, motion carried.

BY-LAWS DRAFT

Tim Novak, DNR (see attached draft)

Tim spoke of the flexibility in the boilerplate language. Would like to increase the Committee from seven to nine. Will bring the draft to MTAC for approval and have a final draft at least for the first quarter SAW meeting. MTAC as the governing body will rubber stamp the Chair and Vice Chair appointees. or the March meeting add "Yearly Inspection by unit contact" topic on agenda. Discussion of a mechanism for the Committee to remove a member, would be by majority vote.

SAW December 2024 Minutes

SNOW PROGRAM FINANCIAL UPDATE

Michael Desnoyer, DNR (see attached PowerPoint)

The PowerPoint outlines the status of the snowmobile fund.

Committee discussion on the amount of money the program receives every five years does not keep pace with the rising yearly expenses. How does the validation process affect the amount received? Approval to spend comes from the appropriations committee. Changes to the five-year time frame need to be changed legislatively. Moving forward, personnel cost savings due to the pay scale between FRD and PRD staff.

UPDATES

USFS UPDATE

None

LED UPDATE

Cpl. Michael Hearn, DNR/Law Enforcement Division (LED)

Waiting on the first draft of the tri-fold snowmobile regulations. Will be like the ORV

Handbook.

DNR LED will conduct training with outside LED agencies, 19 participants from 11 agencies.

For this season, approximately 100 kids completed snowmobile safety. There are 11 classes scheduled with more to be posted.

The upcoming weekend will be very busy for DNR LED and the Sheriff Offices

Positive comments on the good job regarding information on safety aspects with groomers.

Discussion on the fatality in the UP.

SOS REGISTRATION STICKER SIZE

Tim Novak, DNR

There is not enough support from LED and PRD to initiate a conversation with the Secretary of State to change the sticker size. The Department will not pursue the matter.

SAW EQUIPMENT SUBCOMMITTEE

Don Britton

Discussion on the formation of the current Subcommittee. Lee Murray as former Chair appointed all the members, who reported directly to him. The Chair of the Committee has the right to establish/abolish any Subcommittees. Chad VanBennekom will join the Subcommittee with the guests Jessica Holley-Roehrs, PJ Costa, Blake Gingrich, and Richard Kennedy.

Karen Middendorp appointed Chad VanBennekom as a SAW Equipment Subcommittee member. Joe Kuchnicki will remain Chair.

PINNEY BRIDGE UPDATE

Greg Kinser, DNR

Based on the court decision that neither party has exclusive rights of use on the ROW, we will

continue to groom as we have been issued a permit for the travelled portion of the road on the corridor. There will be no signs on the property adjacent to the private landowner. We have a plan to appropriately sign the area.

We had an onsite meeting at the corner of M66 and Pinney Bridge to address how sleds make the turn northward inside the stop sign.

Carmeuse/Rogers City Spur

Paige Perry, DNR

The club has an approved route into Rogers City

In speaking with the Carmeuse staff, they are interested in an un-railbanked multi-use trail.

We are working with the landowners US STEEL and CAD Ferndale Plastics on the corridor north of 23.

We have RTP funding for the Swan River Bridge. It is designed and will be built in 2026.

MINERS CASTLE

Ron Yesney, DNR

DNR received a response from the Alger County Road Commission (ACRC) stating the DNR knew the trail was going to be closed.

The DNR pursued Manulife for a reroute onto their property, which Manulife did not want to entertain the idea.

The ACRC is willing to keep the trail open for 10 years at a cost of $200K. In a special telephone call with the SAW and MISORVA, they declined to pay the $200K – that would set a precedent for the entire state.

DNR sent another letter to the ACRC outlining the unsuccessful rerouting options of the trail. We came up with ways to mitigate the conflicts. Have had no formal response from them. However, at their meetings they say they will work with the DNR.

US Representative Bergman sent ACRC a pointed letter stating they might not be acting in their best interest.

Ron Yesney and PJ Costa will attend one more meeting to discuss. Unsure what we can do to change their minds. DNR has done all it could, hopefully there will be a resolution.

RIDE RIGHT CAMPAIGN

Ron Yesney, DNR

A Press Release went out thanking the 1900 private landowners for allowing the trail to cross their property.

Starting December 15th, we will have a media outreach safety campaign reaching users when they refuel. Gas toppers, cooler clings “Be Cool, Ride Safe”, and pump stickers will be at selected gas stations promoting our message. Billboards are not as effective in reaching the trail riders as the information at the gas stations.

We will be re-running last year's Lead Right video to promote riding to the ability of the least experienced rider.

During TV interviews on early season riding, we wove in some Ride Right information.

VERIZON FLEET MANAGMENT

Jessica Holley-Roehrs, DNR

Overall, we have 10 locations needing service or new install and working with Verizon on their issues they have with installers.

When clubs have issues, they need to call customer service as someone needs to be with the unit.

As for a Driver Inspection form, they could log into the system to ensure maintenance and inspections have been completed.

The Verizon system has its flaws, and we are tweaking it to make it better. Some unit contacts are using the data to help with mapping the trail.

A lot of data entry and monitoring will bring in the unit contacts to help. The unit contacts can become more active in monitoring the clubs. The contacts need to make sure maintenance is being done and ensure accountability from the clubs.

DNR LOGO SIGNS

Jessica Holley-Roehrs, DNR

(see attached examples)

We can change the die to add the logo for $40/each.

We could also go with a sticker option for approximately $420 for 2,000.

Motion made to change the die and moving forward with next year's sign by Karen Middendorp, seconded by Joe Kuchnicki. All in favor, motion carried.

2025 MEETING DATES

- March 6th – Kewadin Casino
- May 14th RAM Center (in conjunction with the XXX meeting)
- August 21st - TBD
- December 4th – TBD

ROUND ROBIN/CLOSING

FREE SNOWMOBILE WEEKEND

Committee

The change was voted on to move the weekend from aligning it with the President's Holiday Weekend to January 17th – 19th. This change coincides with national snowmobile safety programs and allows users to purchase a trail sticker earlier.

Cpl. Mike Hearn stated the LED has some oversite which will coincide with the first week of

Tip Up Town activities. This presents challenges, as ORVs need permits while snowmobiles don't. Many alcohol arrests come from probable cause stops, which includes not having a trail permit.

Letter of Understanding of the Director

Nicole Hunt, DNR

We did bring that land use order forward for consideration when we did that, we had some questions that came up from some of our other division partners.

During that meeting, the other divisions did understand and could appreciate the safety and resource impact concerns and what the intent was with the land use order.

One of the things the land use order could do would be to inadvertently lead to a belief of those manufacturers of those larger equipment as indicating that they were snowmobiles and thereby sort of exacerbating issue.

There was a suggestion that a better approach instead of a land use order might be to work on a legislative change to align the definition of a snowmobile between the Natural Resources Environmental Protection Act and the Michigan Motor Vehicle Code.

If that is the better approach, then all the divisions could work together bringing that forward to be a legislative agenda item for the department.

It is important the different divisions have representatives at the next meeting, to hear the concerns from the group and why we were looking to put the land use order forward and then to also have a collective conversation about whether a legislative change would really in fact address the concern that we were looking to with the land use. Or whether we needed to continue discussions on the land use order to move that forward.

For the next SAW meeting, invite other divisions for discussion and definition change.

ADJOURNMENT

MOTION

A motion was made to adjourn the meeting by Joe Kuchnicki, seconded by Karen Middendorp, with all in favor. Motion carried.

Meeting adjourned at 4:31 p.m.

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES
LANSING

GRETCHEN WHITMER
GOVERNOR

M. SCOTT BOWEN
DIRECTOR

December 5, 2024

Mr. Don Britton
121 Deerview Road
Marquette, Michigan 49855

Dear Mr. Britton:

SUBJECT: Snowmobile Advisory Workgroup Resignation

I want to thank you for your faithful service as a member of the Snowmobile Advisory Workgroup (SAW).

From the beginning, the primary goal of the SAW workgroup has been to advise the Michigan Trails Advisory Council and the Department of Natural Resources on trail issues that are relevant to the needs of the State Trails Program. Your contributions toward helping us meet these goals have been abundant and productive. Your dedication both to the workgroup and to serving the public interest, is greatly appreciated, and will not be forgotten. Public service, in any form, is a gift to the people of Michigan.

Again, thank you for helping us make the Trails Program better for the citizens of the state of Michigan and we continue to welcome your input and your participation in our programs.

Sincerely,

Tim Novak, State Trails Coordinator
Department of Natural Resources
517-388-8347

cc: MTAC
SAW
Mr. Ron Yesney, DNR
Mr. Greg Kinser, DNR
Ms. Jessica Roehrs, DNR

Don Britton
ZERO

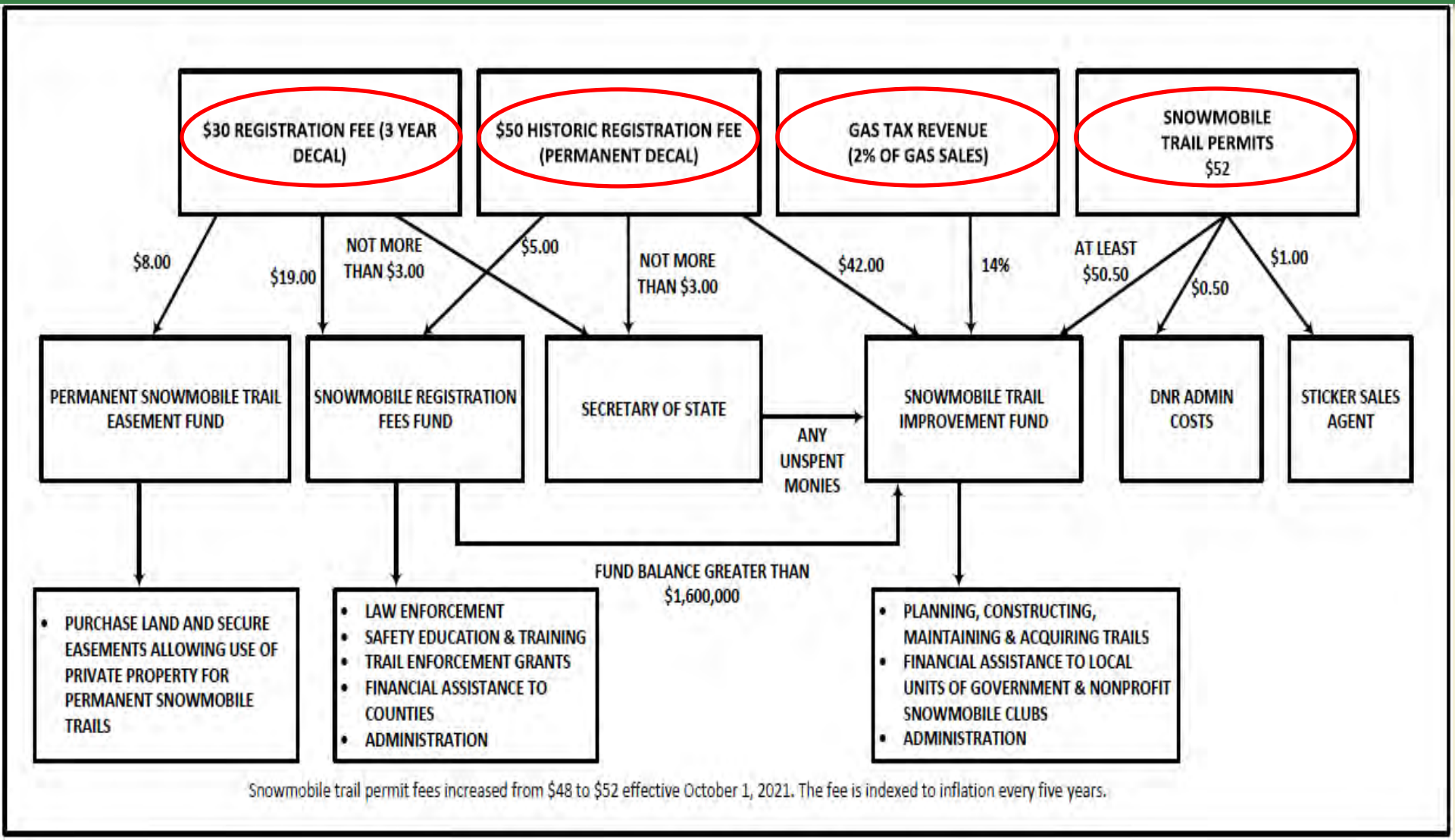
Snowmobile Advisory Workgroup

Financial Update

Michael Desnoyer, Parks and Recreation

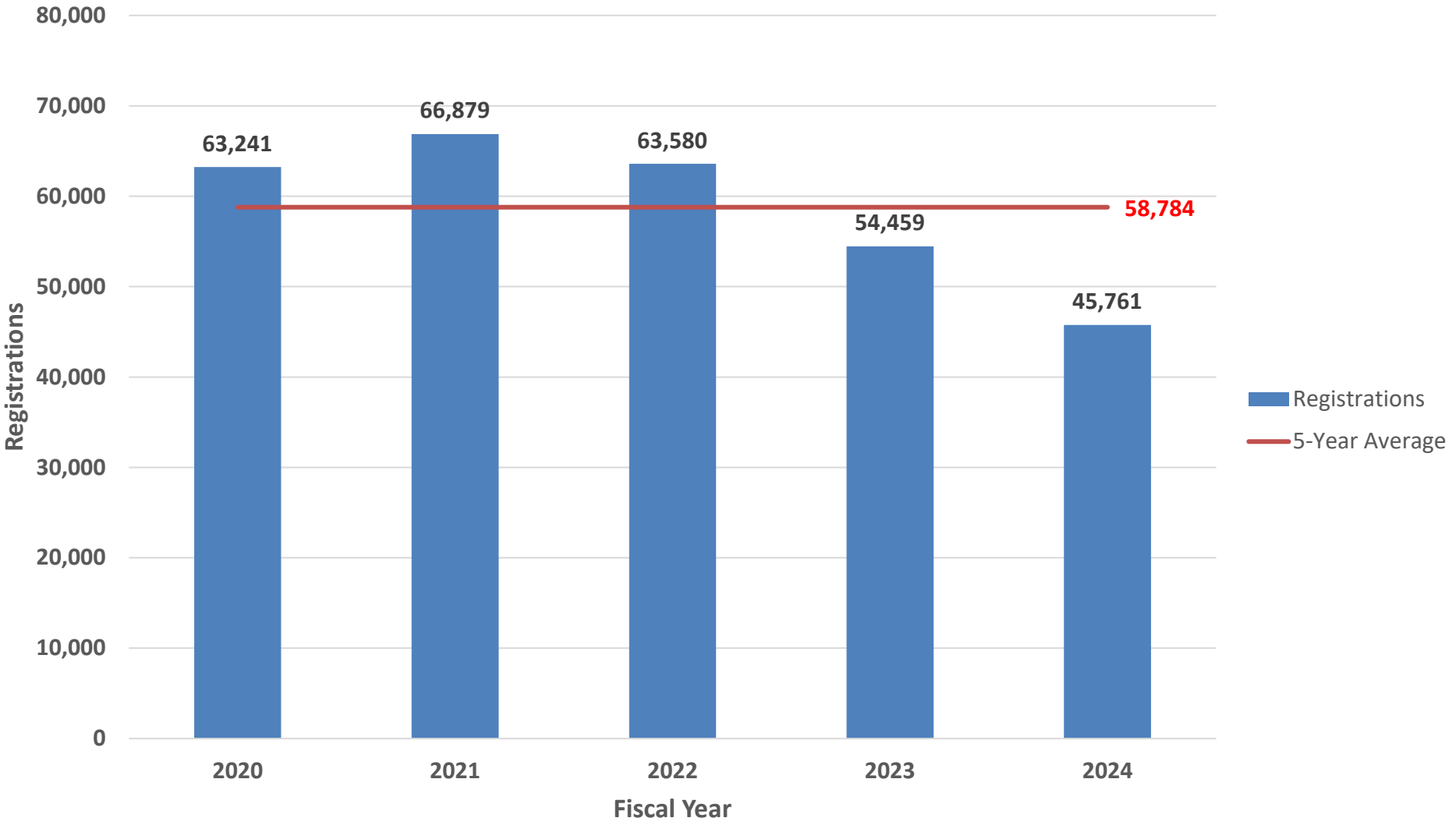
December 5, 2024

Snowmobile Program Distribution of Revenue

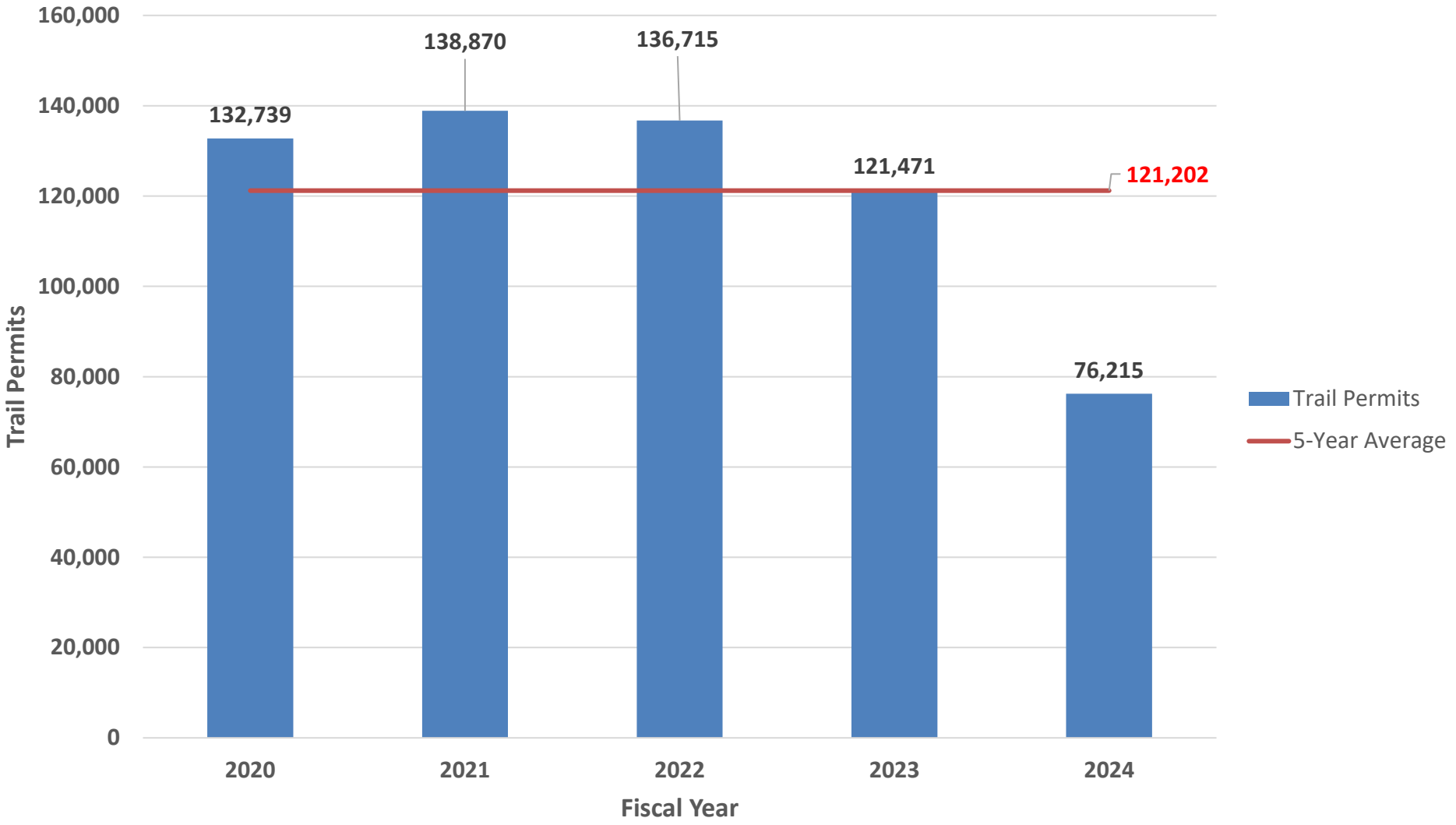


Snowmobile trail permit fees increased from $48 to $52 effective October 1, 2021. The fee is indexed to inflation every five years.

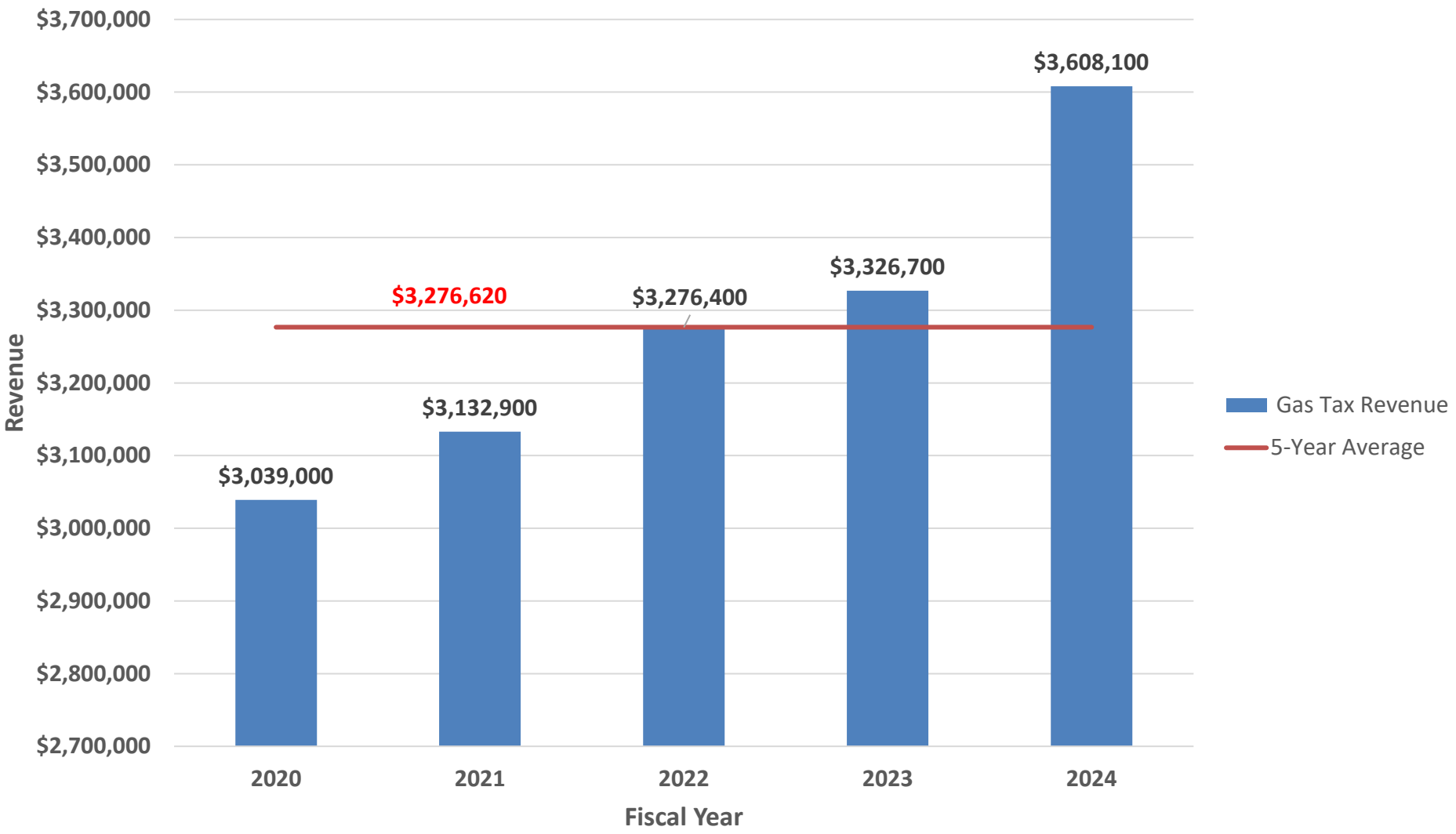
Snowmobile Registrations



Snowmobile Trail Permit Sales



Gas Tax Revenue



Investment In Equipment

Fiscal Year	Equipment Grants	Description
2015	$1,865,768	8 machines plus assorted single drags
2016	$1,898,902	10 machines
2017	$2,138,717	9 machines plus 1 single drag
2018	$1,278,581	6 machines
2019	$1,695,517	7 machines, 2 with drag plus 1 single drag
2019	$2,193,966 (supplemental)	7 groomers, 2 groomer/drag combos, 3 drags
2020	N/A	Spending Freeze
2021	$3,214,700	8 machines, 5 groomers/drag combos, three drags
2021	$2,150,000 (supplemental)	5 machines, 4 groomers/drag combos, 2 drags
2022	$2,028,085	9 machines
2023	$3,432,117 (includes supplemental)	7 drags, 12 machines
2024	$1,198,644	9 drags, 3 machines

Snowmobile Trail Improvement Fund

Through 9/30/2024

Not Final

Snowmobile Trail Improvement Fund Updated Through: 9/30/2024	FY 2022 Actual to 9/30/2022	FY 2023 Actual to 9/30/2023	FY 2024 Actual to 9/30/2024 (Books Not Closed)	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
Beginning Fund Balance (Unreserved Amount)	$3,316,400	$5,736,900	$3,826,400	$3,826,400	$3,529,300	$3,676,700
Revenue:						
Snowmobile Trail Permits	$7,047,300	$6,214,700	$3,877,600	$4,534,700	$6,328,900	$6,227,200
Common Cash Earnings	$80,500	$536,300	$467,700	$370,200	$306,400	$268,700
Miscellaneous Revenue	$113,600	$600	$132,400	$0	$0	$0
Gas Tax Revenue	$3,276,400	$3,326,700	$3,608,100	$3,525,200	$3,631,600	$3,710,000
Total Revenue	$10,517,800	$10,078,300	$8,085,800	$8,430,100	$10,266,900	$10,205,900
Expenditures:						
Operations: (45150)						
Salaries, Wages, & Fringes	$1,384,400	$1,449,700	$1,471,400	$1,715,400	$1,764,400	$1,781,200
CSS&M	$53,700	$227,200	$596,300	$136,500	$136,500	$136,500
VTS	$44,900	$42,600	$46,900	$65,000	$65,000	$65,000
Travel	$1,800	$11,500	$11,000	$22,500	$22,500	$22,500
Other-Misc.	$21,300	$24,500	$32,400	$40,000	$40,000	$40,000
Sub-Total Operating Expenditures	$1,506,100	$1,755,500	$2,158,000	$1,979,400	$2,028,400	$2,045,200

Snowmobile Trail Improvement Fund

Through 9/30/2024

Not Final

Snowmobile Trail Improvement Fund Updated Through: 9/30/2024	FY 2022 Actual to 9/30/2022	FY 2023 Actual to 9/30/2023	FY 2024 Actual to 9/30/2024 (Books Not Closed)	*FY 2024 Projected*	*FY 2025 Projected*	*FY 2026 Projected*
Operations Overhead						
11000 - Executive Direction	$9,700	$9,700	$10,100	*$9,700*	*$9,700*	*$9,900*
50905 - Legal Services	$2,200	$2,200	$2,200	*$2,200*	*$2,200*	*$2,200*
10010 - Unclassified Salaries	$8,400	$8,800	$9,000	*$9,000*	*$8,800*	*$9,000*
16020 - Information Technology Services & Projects	$74,400	$75,500	$75,500	*$75,500*	*$75,500*	*$75,800*
11610 - Finance and Operations	$73,600	$73,600	$73,600	*$73,600*	*$73,600*	*$75,100*
11700 - Accounting Service Center	$17,700	$17,700	$17,700	*$17,700*	*$17,700*	*$18,100*
13010 - Property Management	$15,900	$15,900	$15,900	*$15,900*	*$15,900*	*$16,200*
45600 - Law Enforcement	$0	$400	$0	*$400*	*$400*	*$400*
52400 - Marketing and Outreach	$47,800	$102,100	$101,900	*$101,800*	*$102,100*	*$104,100*
64500 - Snowmobile Local Grants	$7,948,600	$7,547,400	$6,280,500	*$7,090,400*	*$7,090,400*	*$7,090,400*
T64510 - Snowmobile Trail Groomer Pilot	$50,000	$0	$0	*$0*	*$0*	*$0*
B36050 - Civil Service 1% Assessment	$27,000	$25,300	$28,500	*$28,500*	*$28,000*	*$29,900*
U24000 - DTMB Central Admin Services	$0	$200	$0	*$0*	*$0*	*$0*
B48974 - Treasury Fees	$2,800	$2,900	$2,800	*$2,800*	*$2,800*	*$2,800*
Capital Outlay & Work Projects						
C88080 - Snowmobile Trail Development and Maintenance	$1,592,700	$1,742,400	$2,916,800	*$1,000,000*	*$1,000,000*	*$1,000,000*
W6450019 - Snowmobile Local Grants FY19 Work Project	$247,700	$32,400	$0	*$0*	*$0*	*$0*
W6450021 - Snowmobile Local Grants FY21 Work Project	$0	$0	$95,600	*$0*	*$0*	*$0*
Sub-Total Operating Overhead, Capital Outlay, Work Projects	$10,118,500	$9,656,500	$9,630,100	*$8,427,500*	*$8,427,100*	*$8,433,900*
Total Expenditures	**$11,624,600**	**$11,412,000**	**$11,788,100**	***$10,406,900***	***$10,455,500***	***$10,479,100***
Lapses/Changes in Reserves	***$3,527,300***	***($576,800)***	***$3,190,700***	*$1,679,700*	*$336,000*	*$437,600*
Ending Fund Balance (Unreserved)	**$5,736,900**	**$3,826,400**	**$3,314,800**	***$3,529,300***	***$3,676,700***	***$3,841,100***

Questions?

Contact Information

Michael Desnoyer

desnoyerm@michigan.gov

517-242-2194

Snowmobile Trail Improvement Fund Updated Through: 9/30/2024	**FY 2022 Actual to 9/30/2022**	**FY 2023 Actual to 9/30/2023**	**FY 2024 Actual to 9/30/2024 (Books Not Closed)**	*FY 2024 Projected*	*FY 2025 Projected*	*FY 2026 Projected*
Beginning Fund Balance (Unreserved Amount)	***$3,316,400***	***$5,736,900***	***$3,826,400***	***$3,826,400***	***$3,529,300***	***$3,676,700***
Revenue:						
Snowmobile Trail Permits	*$7,047,300*	*$6,214,700*	*$3,877,600*	*$4,534,700*	*$6,328,900*	*$6,227,200*
Common Cash Earnings	*$80,500*	*$536,300*	*$467,700*	*$370,200*	*$306,400*	*$268,700*
Miscellaneous Revenue	*$113,600*	*$600*	*$132,400*	*$0*	*$0*	*$0*
Gas Tax Revenue	*$3,276,400*	*$3,326,700*	*$3,608,100*	*$3,525,200*	*$3,631,600*	*$3,710,000*
Total Revenue	**$10,517,800**	**$10,078,300**	**$8,085,800**	***$8,430,100***	***$10,266,900***	***$10,205,900***
Expenditures:						
Operations: (45150)						
Salaries, Wages, & Fringes	$1,384,400	$1,449,700	$1,471,400	*$1,715,400*	*$1,764,400*	*$1,781,200*
CSS&M	$53,700	$227,200	$596,300	*$136,500*	*$136,500*	*$136,500*
VTS	$44,900	$42,600	$46,900	*$65,000*	*$65,000*	*$65,000*
Travel	$1,800	$11,500	$11,000	*$22,500*	*$22,500*	*$22,500*
Other-Misc.	$21,300	$24,500	$32,400	*$40,000*	*$40,000*	*$40,000*
Sub-Total Operating Expenditures	$1,506,100	$1,755,500	$2,158,000	*$1,979,400*	*$2,028,400*	*$2,045,200*
Operations Overhead						
11000 - Executive Direction	$9,700	$9,700	$10,100	*$9,700*	*$9,700*	*$9,900*
50905 - Legal Services	$2,200	$2,200	$2,200	*$2,200*	*$2,200*	*$2,200*
10010 - Unclassified Salaries	$8,400	$8,800	$9,000	*$9,000*	*$8,800*	*$9,000*
16020 - Information Technology Services & Projects	$74,400	$75,500	$75,500	*$75,500*	*$75,500*	*$75,800*
11610 - Finance and Operations	$73,600	$73,600	$73,600	*$73,600*	*$73,600*	*$75,100*
11700 - Accounting Service Center	$17,700	$17,700	$17,700	*$17,700*	*$17,700*	*$18,100*
13010 - Property Management	$15,900	$15,900	$15,900	*$15,900*	*$15,900*	*$16,200*
45600 - Law Enforcement	$0	$400	$0	*$400*	*$400*	*$400*
52400 - Marketing and Outreach	$47,800	$102,100	$101,900	*$101,800*	*$102,100*	*$104,100*
64500 - Snowmobile Local Grants	$7,948,600	$7,547,400	$6,280,500	*$7,090,400*	*$7,090,400*	*$7,090,400*
T64510 - Snowmobile Trail Groomer Pilot	$50,000	$0	$0	*$0*	*$0*	*$0*
B36050 - Civil Service 1% Assessment	$27,000	$25,300	$28,500	*$28,500*	*$28,000*	*$29,900*
U24000 - DTMB Central Admin Services	$0	$200	$0	*$0*	*$0*	*$0*
B48974 - Treasury Fees	$2,800	$2,900	$2,800	*$2,800*	*$2,800*	*$2,800*
Capital Outlay & Work Projects						
C88080 - Snowmobile Trail Development and Maintenance	$1,592,700	$1,742,400	$2,916,800	*$1,000,000*	*$1,000,000*	*$1,000,000*
W6450019 - Snowmobile Local Grants FY19 Work Project	$247,700	$32,400	$0	*$0*	*$0*	*$0*
W6450021 - Snowmobile Local Grants FY21 Work Project	$0	$0	$95,600	*$0*	*$0*	*$0*
Sub-Total Operating Overhead, Capital Outlay, Work Projects	$10,118,500	$9,656,500	$9,630,100	*$8,427,500*	*$8,427,100*	*$8,433,900*
Total Expenditures	**$11,624,600**	**$11,412,000**	**$11,788,100**	***$10,406,900***	***$10,455,500***	***$10,479,100***
Lapses/Changes in Reserves	***$3,527,300***	***($576,800)***	***$3,190,700***	*$1,679,700*	*$336,000*	*$437,600*
Ending Fund Balance (Unreserved)	**$5,736,900**	**$3,826,400**	**$3,314,800**	***$3,529,300***	***$3,676,700***	***$3,841,100***

BYLAWS OF THE
SNOWMOBILE ADVISORY WORKGROUP

ARTICLE I – NAME

The name of this organization shall be the Snowmobile Advisory Workgroup (SAW), herein referred to as "The Committee."

ARTICLE II - PURPOSE

The purpose of this Committee is to:

- Advise and make recommendations to the Michigan Trails Advisory Council (MTAC), the Trails Section of the Parks & Recreation Division, the Chief of the Parks and Recreation Division of the Department of Natural Resources (DNR), and the Director of the DNR on state-designated Snowmobile trail development, management, stewardship, funding, and planning issues.
- Seek the development of a broad variety of programs, facilities, and services for citizens utilizing state-designated Snowmobile trails.
- Inform and educate the public about the importance of, and need for, Michigan's Snowmobile trails.
- Strive to involve citizens in the planning and development of Michigan's Snowmobile trails.
- Advise on financial planning and pursue adequate budget support for Michigan's Snowmobile trails.
- Evaluate the state's Snowmobile trail programs, including their facilities, services, and relationships, periodically to ensure that the committee's goals and objectives are being achieved.

ARTICLE III - COMMITTEE MEMBERSHIP

Section 1: Composition

The Committee shall consist of 9 individuals appointed by the Director of the Department of Natural Resources, with the recommendation from the Chief of Parks and Recreation.

Makeup:
9-member committee

3	MISORVA Region representatives (one of each region 1, 2, and 3)
1	Snowmobile business or community representative
1	Snowmobile safety or law representative
2	Snowmobile grant sponsor representatives (1 from each peninsula)
2	At-large representatives (1 from each peninsula)

The members of the Committee should consist of a broad geographic representation of the state and a diverse representation of the populace.

Qualifications:

1) Geographic location
2) Personal or professional familiarity with Snowmobile trails
3) Outdoor recreation organizational involvement
4) Other public service or advisory board experience
5) Assessment of their reason for serving

Section 2: Compensation

Members shall serve without pay. Members of the committee may be reimbursed for their actual and necessary expenses incurred in the performance of their official duties as members of the committee pursuant to established guidelines.

Section 3: Terms

Committee members shall serve a term of four years, unless otherwise noted in their appointment letter, as directed by the Director of the DNR.

ARTICLE IV - OFFICERS

Section 1: Title and Number

The elective officers of the Committee shall be a Chairperson and Vice-Chairperson.

Section 2: Election

The officers shall be appointed by a majority vote of the Committee. The officers will remain for the duration of the appointee's term, until the officer willingly steps down, or until a majority vote of the Committee for removal occurs. If the officer is reappointed to the Committee by the Director of the DNR after the expiration of their term, they will also need to be reappointed to the officer position by a majority vote of the Committee.

Section 3: Chairperson

The Chairperson shall preside at meetings of the Committee, appoint sub-committees, and perform all duties generally pertaining to the office of the Chairperson.

Section 4: Vice-Chairperson

The Vice-Chairperson shall perform the duties of the Chairperson in their absence.

Section 5: Vacancy

The Director of the DNR and Chief of Parks and Recreation will select a member to fill a committee vacancy. A person so appointed shall serve for the remainder of the term or until otherwise noted in their appointment letter.

ARTICLE V – MEETINGS

Section 1: Number

The Committee shall meet a minimum of four times per year that coincide, if possible, with regularly scheduled NRC meetings and other trail advisory committee meetings.

Section 2: Special Meetings

Special meetings may be called by the Chairperson with at least 48-hours' notice.

Section 3: Quorum

A majority of the appointed members of the Committee at the time of the meeting constitute a quorum for the transaction of business at a meeting of the Committee. Vacancies shall not impact the Committee's ability to transact business.

Section 4: Policy Position

All proposed policy positions shall be sent to the Committee members at least one week in advance of the next scheduled meeting. Electronic mailings are acceptable.

Section 5: Emergency Resolutions

The adoption of emergency resolutions - those not sent out one week prior to a scheduled meeting shall require the approval of three-fourths of those constituting a quorum.

Section 6: Official Records

The official records of the Committee shall be kept by and at the offices of the Department of Natural Resources. A writing prepared, owned, used in the possession of or retained by the committee in the performance of an official function is subject to the Freedom of Information Act, 1976 PA 442, MCL 15.231 to 15.246.

Section 7: Notice

Notice of all meetings of the Committee shall follow the notification procedures consistent with those of the Natural Resources Commission. Minutes of the previous meeting shall be submitted to the Committee members prior to the next meeting.

Section 8: Open Meetings

The business of the Committee shall be conducted at a public meeting, and may be held, with proper notice, electronically.

Section 9: Conduct

Robert's Rules of Order shall govern the Committee, except as provided in the adopted bylaws.

ARTICLE VI - REMOVAL OF COMMITTEE MEMBERS

Section 1: Removal

The Committee or the DNR may remove a member of the Committee for incompetence, dereliction of duty, malfeasance, misfeasance, or nonfeasance in office, or any other good cause. Removal may occur upon a majority vote of the members or under the direction of the Director of the DNR or the Parks & Recreation Division Chief.

Section 2: Non-Attendance at Meetings

An individual shall be removed from the Committee if he or she does not attend three consecutive meetings of the Committee.

ARTICLE VII - AMENDMENTS

These Bylaws may be amended by a two-thirds vote of the Committee at a meeting at which a quorum is present, provided that the proposed amendment is circulated to the members at least ten days in advance of the regular or special meetings at which the members are to vote.