

**Bon Homme Yankton Electric Association, Inc.**  
**Minutes of December 22, 2021 Monthly Board Meeting**

The December 22, 2021 monthly board meeting of the Bon Homme Yankton Electric Association, Inc. commenced at 8:05am. Directors present were: Dave Sykora, Robert Ruppelt, Dave Sternhagen, Rick Cheloha (via Zoom), John Lillevold, Dean Sternhagen, and Paul Voigt (via Zoom). Others in attendance personally were General Manager Stephanie Horst, Office Manager Nicole Einrem, Communications & Marketing Coordinator Jaclyn Arens and Operations Manager Ken Carda. Attorney Sheila Woodward was also present.

President Voigt designated Attorney Sheila Woodward to record the minutes.

No conflicts noted.

**Agenda** – Motion by Dean Sternhagen second by Ruppelt to approve agenda. Motion carried.

**Consent Agenda** - Motion by Rich Cheloha second by Dean Sternhagen to approve the following items pursuant to the consent agenda:

- November 17, 2021 Regular Board Meeting Minutes
- Capital Credits to Estates (discounted) – \$6,106.64
- Closed Work Order Inventory- None
- Review New Members & Membership Cancellations
- Review Special Equipment purchases – \$16,862.78

**Reports**

- **Communications & Marketing Coordinator Jaclyn Arens** presented the **Communications Report**.
- **Operations Manager Ken Carda** reviewed the **Operations Report and Safety Report**. Ken also presented the 2021 ERP Tabletop Planning Drill which was conducted in July of 2021. Motion by Ruppelt second by Dave Sykora to accept the safety report and the Tabletop Planning Drill. Motion carried.
- **Office Manager Nicole Einrem** presented the **November Financial Reports**.
- **Office Manager Nicole Einrem** presented the 2022 operating budget. Motion by Dave Sternhagen, second by Lillevold, to approve. Motion carried.
- **Office Manager Nichole Einrem** presented the Write Offs for 2021. Motion by Ruppelt second by Cheloha to accept the 2021 Write Offs as presented. Motion carried.
- **Stephanie Horst** presented the **General Manager** report.
- **Stephanie Horst** reviewed the **East River Cyber Security/IT Report** for November.
- Board discussed the Legislative Forum at JoDean's prior to Thanksgiving.
- **Rick Cheloha** reported on his attendance at the Midwest Meeting.
- **Dave Sykora and John Lillevold** presented on the SDREA Board Leadership Committee training.
- **Dave Sternhagen** presented the SDREA report.
- **Paul Voigt** presented the **East River** report.

**Motion to Accept Reports** - Motion by Ruppelt second by Dean Sternhagen to accept all reports. Motion carried.

**NRECA Voting Delegate & Alternate.** Motion by Ruppelt second by Sykora to appoint Lillevold as Delegate and Horst as Alternative Delegate for the NRECA Annual Meeting. Motion carried.

**NRTC Voting Delegate & Alternate.** Motion by Ruppelt second by Sykora to appoint Lillevold as Delegate and Horst as Alternative Delegate for the NRTC Annual Meeting. Motion carried.

**Easement with Corp of Engineers.** General Manager Horst reported on the discussions with the Corp of Engineers concerning an easement. Motion by Lillevold second by Dave Sternhagen to enter into the Easement with the Corp of Engineers, with Vice President Dave Sykora authorized to sign in President Voigt's absence. Motion carried.

**IBEW Local 426 Contract.** Motion by Lillevold second by Ruppelt to approve the contract with IBEW Local 426 effective January 1, 2022 and ending December 31, 2024 as well as the Memorandum of Understanding regarding the 2021 bonus, with Vice President Dave Sykora authorized to sign in President Voigt's absence. Motion carried.

**NRECA 401k Adoption Agreement.** Motion by Cheloha second by Dean Sternhagen to adopt the change to the NRECA 401k agreement to increase the percentage of contribution to employees hired after January 1, 2015 to eleven percent (11%) and to change the contribution amount to Full Salary from Base Salary. Motion carried. **2021-12-01 Resolution** Authorizing the amendment of the NRECA 401(k) Pension Plan Adoption Agreement "A" RUS# 42024-001, 42027-002, 42027-003 and authorizing general manager to sign adoption agreements was resolved.

**Policy Updates.** Policy updates to 80-08 (Leave – Vacation, Sick etc.), 80-09 (Holidays), 80-10 (Working Hours), 80-11 (On Call Duty), 80-12 (Expense Account Meals Milage), 80-28 (Insurance and Pension Benefits), 80-54 (Employee Clothing Allowance), and 20-04 (Director Fees Per Diem & Expenses) were discussed. The changes are consistent with the new union contract. Motion by Dean Sternhagen second by Dave Sternhagen to approve all proposed changes to these policies. Motion carried.

**New Policies:** New policies for employee cell phone reimbursement (80-55) and delegation of authority to general manager (0-08) were discussed. Motion by Ruppelt second by Cheloha to approve both new policies. Motion carried.

**Executive Session** – Motion by Sykora second by Ruppelt to enter executive session at 11:01am. Motion carried. Motion by Dean Sternhagen second by Ruppelt to exit executive session at 11:30am. Motion carried.

**2021 Bonus** – Motion by second by Lillevold to give a \$1,000 bonus to all full-time BY Electric employees, second by Ruppelt. Motion carried.

**Next Meeting Date** – Set for January 19, 2022 at 8am.

Motion by Dean Sternhagen second by Sykora to adjourn at 11:31am. Motion carried.

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President

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Secretary