

**Bon Homme Yankton Electric Association, Inc.**  
**Minutes of April 1, 2020 Special Meeting**

A Special Meeting of the Bon Homme Yankton Electric Association, Inc. Board of Directors was held via telephone conference on April 1, 2020 at 1:00pm. Present via telephone conference were Directors John Lillevold, Dave Sternhagen, Dave Sykora, Robert Ruppelt, Rick Koupal, Dean Sternhagen, and Paul Voigt. Others in attendance were: General Manager Stephanie Horst and Attorney Sheila Woodward.

President Voigt conducted a roll call vote and all Directors acknowledged they were present. President Voigt designated Attorney Sheila Woodward to record the minutes.

All Directors waived any additional notice of the meeting.

**Agenda** – Motion by Dave Sykora, second by Ruppelt to approve. Motion carried.

**2020 Larson Contract Approval** - Motion by Dave Sternhagen, second by John Lillevold to approve the 2020 Contract with Larson Digging. Motion carried.

**General Manager Update** – General Manager Horst provided the following report:

- a. She is taking steps to limit employee interaction to comply with guidelines. Employees have been able to work remotely due to new cybersecurity system. She has been rotating who is working in the office at any given time. The office is now closing at 4:00pm rather than 4:30pm due to lack of coverage for the extra 30 minutes. Lunch hours have been cut to 30 minutes. No overtime is being paid. If needed, phone calls can be forwarded to employee cell phones to be answered remotely.
- b. There is a mutual aid pamphlet to deal with pandemic response. Employees from other cooperatives would not stay overnight or eat group lunches, and same rule would apply to BYE employees if they go out to aid another cooperative.
- c. Outside plow contractors are not doing any work for the time being. They are from Beadle County with high community spread. Employees are doing pole change outs and retirements and can also do line patrols. No slow down in materials at this point.
- d. Discussion was held concerning some of the provisions of the new federal leave and CARE statutes. Additional information was presented in writing to the Board. At this point, the Cooperative is not having any cash flow shortages and does not yet have a need to access any funds.
- e. She has talked with IBEW representative to discuss slight changes in work hours and other similar issues. No concerns have been raised.

**Pandemic Discussion/Action**

- Motion by Ruppelt, second by Sykora to approve temporary revisions to late fees and disconnect policies to take all efforts to avoid disconnections of Members, as well as to allow General Manager to adjust working hours during the pandemic. Motion carried.

Motion by Dean Sternhagen, second by Dave Sternhagen to adjourn. Motion carried.

/s/ \_\_\_\_\_

President

/s/ \_\_\_\_\_

Secretary