

MINUTES OF REGULAR MEETING
OF BOARD OF TRUSTEES
HOLIDAY SHORES SANITARY DISTRICT
Monday June 2, 2025

The Board of Trustees of the Holiday Shores Sanitary District met on the above date in regular session pursuant to laws and rules of said Board of Trustees and in accordance with the terms of the notice of regular meetings.

Brennan Murphy, President and Trustee called the meeting to order. Trustees Jeff Hebenstreit and Richard Hayes were present. Joe Urban Operator, Rick Skiff, District Clerk, and Erin Phillips, District Council.

OPEN FORUM

Sewer credit requests were presented by Mr. Skiff, for the following customers: 1055 Catalina Dr. the homeowner opened a pool and exceeded their monthly average by 6660 gal. The credit amount of \$50.88 will be applied. 1410 Biscay Dr. the homeowner opened a pool and exceeded their monthly average by 3815 gal. This amount does not qualify for the credit. 1113 Barbados Dr. the homeowner opened a pool and exceeded their monthly average by 2390 gal. This amount does not qualify for the credit. 1760 Fountainbleu Dr. the homeowner opened a pool and exceeded their monthly average by 20426 gal. The credit amount of \$156.05 will be applied. 7506 St James Dr. the homeowner opened a pool and exceeded their monthly average by 11317 gal. The credit amount of \$86.46 will be applied. No motion necessary for sewer credits.

Other open forum, there were no customers in attendance.

APPROVAL OF MINUTES

The minutes of the May 5, 2025, regular meeting were submitted for approval, with the March Operations Report attached. Mr. Hayes made a motion to approve the minutes for the May 5, 2025, meeting. Mr. Hebenstreit seconded the motion and all Trustees voted "Aye".

FINANCIAL

The Summary of Accounts and Statement of Revenues and Expenses were not ready at the time of the meeting and will be reviewed at the July 14, 2025, meeting Mr. Skiff did make note of two expenditures in May. First was the payment of \$42988.00 for the Operations Managers truck that was approved for purchase in the April 14, 2025, meeting. Second was the quarterly Water Plant Loan payment of \$83700.00. No motion necessary.

DISBURSEMENTS

Approve invoice dated May 29, 2025, for legal fees from April 7, 2025, through May 22, 2025, submitted by Unsell Schattnik & Phillips. Mr. Hayes made a motion to approve the invoice dated May 29, 2025, for legal fees. Mr. Hebenstreit seconded the motion, and all Trustees voted "Aye".

APPROVAL OF APPLICATIONS

Water/Sewer applications list for May 2025 was submitted for approval. Mr. Hayes made a motion to approve the applications for April 2025. Mr. Hebenstreit seconded the motion, and all Trustees voted "Aye".

UNFINISHED BUSINESS

Continuing the discussion of the Action Items list.

Action Item 1 is regarding grant opportunities; Mr. Skiff has not developed a plan to track the grant opportunities or created the list of grants applied for at this time. No new grants were researched or applied for.

Action Item 2 Emergency Water System Plan. We will continue to work on it over the next few months.

Action Item 3 Emergency Sewer System Plan. We will continue to work on it over the next few months.

Action Item 4 Explore water & sewer utility consolidation. Contact was made with IL American Water and the requested information was submitted on 05/13/2025.

No updates on Tabled Items. Mr. Hebenstreit asked that Mr. Urban stop at the EPA and Department of Homeland Security at the AWWA ACE 25 conference to address some of the tabled items.

Authorizing Debt Ordinance 04142025 Authorizing Loan Agreement Non-Home Rule Entity. Ms. Phillips reviewed the ordinance, it states that the debt will be paid with revenue of the system including current reserves if applicable. The loan principal limit will be set at 2,300,000.00. The project has a useful life of 30 years and a loan term of 20 years. There are no other bonds outstanding. Discussion ensued. Mr. Hayes made a motion to approve the Authorizing Debt Ordinance 04142025 Authorizing Loan Agreement Non-Home Rule Entity. Mr. Hebenstreit seconded the motion, and all Trustees voted "Aye".

NEW BUSINESS

Discuss Amendment D to Ordinance No. #90-07 addressing HSSD employee vacation policy. Ms. Phillips brought up the following. There is a concern with the Illinois Wage Payment Act and being able to recoup paid vacation. There is also an interplay with the Paid Leave for All Act that went into effect in July of 2024 in comparison to how Holiday Shores Sanitary District have always had vacation structured. The third question is, in the past you worked the year before to earn your vacation for the current year. Discussion ensued. Ms. Phillips stated that if you cannot recoup does it make sense to go down the path of a new accrual system. Mr. Hebenstreit stated that he still thinks this the policy needs a change to increase vacation time for employees and to be more competitive and retain staff and attract new employees. Amendment D to Ordinance NO. #90-07 will be tabled for further discussion.

Discuss filling an extension for Budget preparation. Mr. Skiff stated that this was added to the agenda because the budget would not be completed for this meeting. It does not look like the extension is needed at this time.

IEPA Ordinance, update Board of Trustees about IEPA conversation regarding the legal opinion. Ms. Phillips was contacted by Ms. Tebbe on May 5, 2025 because the IEPA wanted a legal opinion letter on wording that was utilized or not utilized in our bid process. Ms. Phillips will talk directly to the person who questioned Ms. Tebbe on it to get clarification on what they want me to verify. This issue is not slowing the process at this time.

HMG Engineers Construction Engineering Agreement review and approval. Ms. Tebbe stated that this agreement covers HMG's fees throughout construction, such as a resident project observer on location for the entire project or work for funding administration to get disbursement applications to the state and consulting. Ms. Phillips

Review of CCR Report. Mr. Urban stated that there are no violations throughout the entire 2024 sampling year. Mr. Hebenstreit questioned the lead and copper ranges. The copper range is less than 3 up to 830ppb and the lead is less than 1 and up to 100ppb. Mr. Urban stated that it is our highest and lowest detected in our 20 sample homes. You can have 2 sample sites with high readings without being in exceedance. Mr. Hebenstreit went through the Disinfectants, Inorganic Contaminants and Synthetic Organic Contaminates. None of the detected contaminants were above the EPS acceptable limit. There are no violations at this time.

OPERATIONS REPORT

Mr. Urban presented the Operations Report for May 2025, and it is attached to these meeting minutes.

ADJOURN TO EXECUTIVE SESSION

Adjourn to executive session, pursuant to Statute 5ILCS 120/2 (C)(1), to discuss employee personnel issues, and pursuant to Statute 5ILCS 120/2 (C)(11), to discuss possible litigation. Mr. Hebenstreit made a motion to adjourn to Executive session. Mr. Hayes seconded the motion and all Trustees voted "Aye".

ADJOURNMENT OF REGULAR MEETING

Mr. Hayes made a motion to adjourn the regular meeting. Mr. Hebenstreit seconded the motion and all Trustees voted "Aye".

Respectfully submitted, Rick Skiff, District Clerk

Operations Report May 2025

Employees

Gavin Powers

Ryan Davis is scheduled to start o/c on June 20th

Nick McMillian has greatly assisted with new employee training. Also has started wtp operations 1 day on the weekend

Water

Monthly coliform results satisfactory

Lead & copper samples submitted to Pace Labs. 20 sites & sampling done by homeowners

CCR was submitted to Holishor for the Holiday Times

2nd round of UCMR5 (PFAS) to be collected this month. 1st round was collected March 2025; 3rd will be September & 4th in December

One water service leak repaired, between main & Meter Pit (2031 Treasure)

Sewer

Total sewer calls for the month 23

10 of those were pump changes

Total pump changes YTD 137

One GP tank valve replaced (849)

Two sewer service leaks repaired (918 H.P.P. & 1166 San Juan)

New Construction

608 Westview & 6648 Golden Raintree are scheduled to be brought on-line within 2 weeks

4 currently in various stages of construction