

MINUTES OF REGULAR MEETING
OF BOARD OF TRUSTEES
HOLIDAY SHORES SANITARY DISTRICT
Monday June 8, 2026

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.

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

OPEN FORUM

Sewer credit requests for four pool fills were submitted in May. The pool fill requests were approved per the Water & Sewer Credit Policy.

Other open forum, there were no other customers in attendance.

APPROVAL OF MINUTES

The minutes of the May 11, 2026, regular meeting were submitted for approval, with the April Operations Report attached. Mr. Hayes made a motion to approve the minutes for the May 11, 2026, meeting. Mr. Murphy seconded the motion, and all Trustees voted "Aye".

FINANCIAL

The Summary of Accounts and Statement of Revenues and Expenses and month end balances for month ending May 31, 2026, were reviewed.

DISBURSEMENTS

Approve invoice dated June 5, 2026, for legal fees from April 1, 2026, to June 4, 2026, submitted by Unsell Schattnik & Phillips. Mr. Murphy made a motion to approve the invoice dated June 5, 2026, for legal fees. Mr. Hayes seconded the motion, and all Trustees voted "Aye".

APPROVAL OF APPLICATIONS

Water/Sewer service applications list for May 2026 was submitted for approval. Mr. Hayes made a motion to approve the applications for May 2026. Mr. Murphy seconded the motion, and all Trustees voted "Aye".

UNFINISHED BUSINESS

Continuing the discussion of the Action Items list.

Action Item 1 regards grant opportunities. Mr. Skiff was emailed a list of possible Grant opportunities by a District member in May. Mr. Skiff has only investigated one grant from the list currently. Holliday Shores Sanitary District did not qualify for it because it was for low-income communities. The grant spreadsheet is being updated. Mr. Skiff also looked into last month's question about linking the grant spreadsheet to the website. Mr. Skiff does not believe this is a good idea due to security issues caused by linking the website directly to a computer in the District office and it needs more research with our IT provider.

Action Item 2 Water Systems Mapping and Sub-Surface Instrument training. Mr. Urban met with Sarah Tebbe and Dustin Stine from HMG Engineers about mapping the system. Dustin is planning to come to the next meeting to give a presentation and answer questions.

Action Item 3 Department of Homeland Security Cyber Security Assessment. Mr. Urban stated Homeland Security is back open, they are moving forward with getting the assessment started and he is planning to talk to them at the AWWA conference.

Action Item 4 Ordinance Catalog & Review and Electronic availability plan. No update currently.

Action Item 5 Update Amendment D to Ordinance NO #90-07 addressing HSSD employee vacation policy. There is nothing to present currently.

Action Item 6 Review rates – Sewer only customers. Mr. Skiff reported that as of May 2026 it appears the District has not incurred costs directly related to sewer only customers that exceeded income.

Discussion ensued. Mr. Hayes stated that the sewer only system is much older than the rest of Holiday Shores Sanitary District's system and one major repair would be very costly for the District. It was noted later in the meeting that even the cost of a single pump for the lift station which was replaced this year servicing the sewer only customer would consume a significant portion of the sewer revenue for these customers and further research was needed to consider final rate decisions.

Tabled Items. Items 1 and 2 there are no updates currently. Both items will stay tabled.

NEW BUSINESS

Status of Yates easement/grinder pump. Ms. Phillips reported that Dusty with HMG Engineers found an existing easement from 2020 on the parcel where the generator needs to be installed for the lift station. We now think the easement should be sufficient for the project. This is just an update, and no action is needed currently. There is a question about the location of the generator on Mr. Yates' property.

Discussion ensued. It was proposed that Joe could negotiate with Mr. Yates about the location and ongoing access of the generator. Mr. Hayes made a motion to allow Joe the authority to approach Mr. Yates about installation of the generator and the pad within the easement, but if we get the location that we prefer and there's any concern about it that we give him authority to negotiate up to waiver of the labor costs that we have control over, and that we would provide the equipment at our cost with no additional charge. Mr. Murphy seconded the motion, and all Trustees voted "Aye".

OPERATIONS REPORT

Mr. Urban presented the Operations Report for May 2026, and it is attached to these meeting minutes. Mr. Urban noted the following items. In July we have an Illinois Environmental Protection Agency (IEPA) inspection. The IEPA inspects every water treatment plant in the state every three years.

Kamex Inc. is currently lining the banks of both lagoons with riprap and removing the rock filter.

ADJOURN TO EXECUTIVE SESSION

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

BACK IN REGULAR MEETING FROM THE EXECUTIVE SESSION

Mr. Hebenstreit noted that personnel issues were discussed in executive session. Nothing was discussed in executive session that required a vote.

ADJOURNMENT OF REGULAR MEETING

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

Respectfully submitted, Rick Skiff, District Clerk

Operations Report for May 2026

Water

We have scheduled our Illinois Environmental Protection Agency (IEPA) inspection at the water treatment plant (WTP) for July. The IEPA does WTP inspections every 3 years.

Monthly coliform sample results were satisfactory.

Ryan & Colin are operating the WTP 1 day on the weekends when they are on-call.

Zak is currently in the training stage of WTP operations.

Sewer

Kamex is currently lining the banks of both cells at the lagoon while removing the rock filter

Sewer calls for the year: 79

Grinder pump changes for the year: 62

Grinder pump valve changes for the year: 10