

MINUTES OF REGULAR MEETING
OF BOARD OF TRUSTEES
HOLIDAY SHORES SANITARY DISTRICT
Monday July 13, 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 nine pool fills were submitted in June. The pool fill requests were approved per the Water & Sewer Credit Policy. There was one sewer credit request for a leak. 1827 Sheri Koetting was in attendance and reported a faulty water feature autofill valve that would not shut off. She stated that when the pond overflows it goes back into the lake. The valve has been replaced, and a timer has been installed to regulate the amount of time it can run every day. The sewer credit requested is for 10,348 gallons (\$79.06) that exceeded her average usage. Discussion ensued. Mr. Hebenstreit and Mr. Hayes stated that they support granting the sewer credit. Mr. Murphy made a motion to approve sewer credit for 1827 in the amount of \$79.06. Mr. Hayes seconded the motion, and all Trustees voted "Aye".

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

APPROVAL OF MINUTES

The minutes of the June 8, 2026, regular meeting were submitted for approval, with the May Operations Report attached. Mr. Hayes made a motion to approve the minutes for the June 8, 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 June 30, 2026, were reviewed.

DISBURSEMENTS

Approve invoice, submitted by Unsell Schattnik & Phillips. No invoice was submitted.

APPROVAL OF APPLICATIONS

Water/Sewer service applications list for June 2026 was submitted for approval. Mr. Hayes made a motion to approve the applications for June 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 stated that there had been no action taken on grants.

Action Item 2 Water Systems Mapping and Sub-Surface Instrument training. Mr. Urban stated that HMG Engineering could not be at the July meeting but are planning to be at the August 17, 2026, meeting, to discuss mapping options. As for the sub-surface instrument training, one HSSD Operator Mr. Davis has been to the corporate training that was included in the purchase price of the locator. Mr. Davis is

working to train the current staff in the operation of the locator. Mr. Hebenstreit suggested that the instrument training be removed from this action item going forward.

Action Item 3 Department of Homeland Security Cyber Security Assessment. Mr. Urban he has received and replied to correspondence from the DHS out of Chicago and is waiting to hear back. Mr. Urban did not speak with the EPA or DHS 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. No update currently

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

Status of Yates easement/grinder pump. Mr. Urban has not contacted Mr. Yates. He intends to make contact before the next meeting.

NEW BUSINESS

Review 2026-2027 FY Budget draft. Mr. Hebenstreit asked if this is just a review of the initial draft? Mr. Skiff stated that this is the first draft and the plan is to have the budget completed for the next meeting. Mr. Skiff reported that income across all funds is very similar to the previous year because the average usage per household did not change. Discussion ensued. Mr. Hebenstreit asked about the increase to the capitalized water treatment plant expense. Mr. Skiff stated that we need to replace the membranes because they are at their end of life. Mr. Skiff stated that there will be a new expense created by the IEPA loan for wastewater treatment plant improvements. There are no significant changes to the general fund income or expense. Mr. Hebenstreit indicated that rates would likely need to increase to cover expenses but suggested holding off until the first of the year in order to include any increases required for the lagoon project at the same time. Mr. Hayes asked to look into replacing the oldest service truck as well.

Ordinance No. 2026-2027T FY 2026-2027 Tax Levy and Assessment Ordinance of Holiday Shores Sanitary District. Mr. Skiff stated that in this ordinance HSSD requests for a 4.99% increase over the 2025-2026 tax levy. Mr. Hayes made a motion to approve Tax Levy ordinance No. 2026-2027T. Mr. Murphy seconded the motion, and all trustees voted “Aye”. The Ordinance was signed by Mr. Hebenstreit and Mr. Skiff, and it will be published in the Edwardsville Intelligencer.

Truth-in-Taxation Certificate of Compliance. Mr. Skiff stated that this certificate must be filed with the Tax Levy. Mr. Hayes made a motion to approve the Truth-in-Taxation Certificate of Compliance. Mr. Murphy seconded the motion, and all trustees voted “Aye”. The Certificate of Compliance was signed by Mr. Hebenstreit and Mr. Skiff.

Review request for IEPA loan disbursement No. 3. – President to sign. Mr. Murphy made a motion to approve request for IEPA loan disbursement No. 3. Mr. Hayes seconded the motion, and all Trustees voted “Aye”. Mr. Hebenstreit signed the disbursement documents.

Audit Engagement letter for Scheffel Boyle – President to sign. Mr. Hayes made a motion to approve signing the audit engagement letter. Mr. Murphy seconded the motion, and all Trustees voted “Aye”. Mr. Hebenstreit signed the engagement letter.

Discuss employee reviews and annual raises in executive session.

OPERATIONS REPORT

Mr. Urban presented the Operations Report for June 2026, and it is attached to these meeting minutes. Mr. Urban noted the following items. In June a homeowner was concerned about a blue-green algae bloom on the lake that could possibly be a harmful alae bloom (HAB). The IEPA was notified and collected samples form the finish and raw taps inside the water treatment plant and at the raw water intake at the lake. The water treatment plant sample at the taps and raw water intakes were reported below the reporting limit, and we did not receive any information on the other results of the sample locations. Mr. Hebenstreit asked if it had been HAB, what would the district need to do to treat the water. Mr. Urban stated that our water plant is setup to remove HABs.

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 stated that we are going to vote on the wage increases as discussed in executive session. Mr. Hayes made a motion to approve the wage increases as discussed in executive session. Mr. Murphy seconded the motion, and all Trustees voted "Aye".

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 June 2026

Water

We have had two separate communication equipment issues at the WTP that were affecting the daily operations. Both have been resolved.

Last month, a property owner was concerned about blue-green algae on the lake. Possible harmful algae bloom/HAB. The IEPA was notified & collected samples from the finished & raw taps in the WTP. They also collected samples at the WTP intakes, beaches & the reported location of the algae. The WTP sample taps & raw water intake results were below the reporting limit. We did not receive the results of the other sample locations.

The AWWA Conference was rewarding with the educational sessions and new technologies. Some of the education sessions I attended were: PFAS pilot testing, Algae monitoring & workforce retention, all of which were good takeaways. We will be looking at some other manufacturers of online equipment for comparison of features & cost.

Sewer

Lake Heights subdivision reported a possible manhole problem. We attempted to get a Jetter/Vacuum truck out that day, but none were available until the next morning. To avoid any backup issues, we called in a septic truck to clean out the manhole. The next morning, the main was jetted. The Jetter operator stated that the main could be collapsing. We will be scheduling that section to be recorded to determine what action, if any, is needed.

Sewer calls for the calendar year: 103

Grinder pump changes for the calendar year: 69

Grinder pump valve changes for the calendar year: 14