

MINUTES OF REGULAR MEETING
OF BOARD OF TRUSTEES
HOLIDAY SHORES SANITARY DISTRICT
Monday August 17, 2026

Monday 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, Erin Phillips District Council and Sarah Tebbe with HMG Engineers were present.

OPEN FORUM

Sewer credit requests for four pool fills were submitted in July. Three of the pool fill requests were approved or denied per the Water & Sewer Credit Policy. One request required more explanation. The credit request for 7297 Prairietown Rd was submitted as pool construction and fill. The customer stated on the request that they were required to have a sprinkler on the concrete for several days after it was poured to keep it cool. Discussion ensued. Mr. Murphy asked, why it was required to water the concrete? Ms. Tebbe confirmed that it is required to keep the concrete cool to prevent cracking as it cures. Mr. Murphy made a motion to approve the sewer credit go 7297 for both the construction and fill of the pool. Mr. Hayes seconded the motion, all trustees voted "Aye".

Other open forum, Mr. Hayes suggested that the Sanitary District start saying the Pledge of Allegiance at the start of the Board of Trustee Meetings. Mr. Hayes asked Ms. Phillips for her opinion on whether it should be done before or after the meeting starts. Ms. Phillips stated that when it is said is at the preference of the Board. Discussion ensued. Mr. Hayes made a motion to do the Pledge of Allegiance after introductions and then start the meeting. Mr. Murphy seconded the motion, all Trustees vote "Aye".

Ms. Phillips brought to the table an IEPA public health notice about PFAS in Wood Rivers Community Water Systems groundwater. A copy was distributed to all Trustees. The notice is just for informational purposes.

Ms. Tebbe gave the Board of Trustees an update on the Wastewater Treatment Plant Improvement project. The project is moving forward as expected. The electrical contractor is meeting with Southwestern Electric to get three phase installed at the lagoon. The generators have been received and will be installed soon. The land application and riprap are complete. The gate valves have started leaking at each effluent box, we are getting estimates for seal replacement on the valves. The amount should be within the contingency amount of the project.

APPROVAL OF MINUTES

The minutes of the July 13, 2026, regular meeting were submitted for approval, with the May Operations Report attached. Mr. Hayes made a motion to approve the minutes for the July 13, 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 July 31, 2026, were reviewed.

DISBURSEMENTS

Approve invoice, submitted by Unsell Schattnik & Phillips. Mr. Murphy made a motion to approve the invoice from Unsell, Schattnik & Phillips. Mr. Hayes seconded the motion, and all Trustees voted "Aye".

APPROVAL OF APPLICATIONS

Water/Sewer service applications list for July 2026 was submitted for approval. Mr. Murphy made a motion to approve the applications for July 2026. Mr. Hayes 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. Mr. Urban stated that HMG Engineering could not be at the August meeting but are planning to be at the September 9, 2026, meeting, to discuss mapping options.

Action Item 3 Department of Homeland Security Cyber Security Assessment. Mr. Urban reported no progress has been made on action item 3.

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. Can be discussed during the budget.

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 contacted Mr. Yates, he has spoken to Travis because Lanny is in poor health. They are on board with the generator placement and allowing us to use the parking lot during maintenance of the lift station. Mr. Hayes requested that the District send a thank you letter when the project is complete.

Review 2026-2027 FY Budget draft. Mr. Hebenstreit stated that Mr. Skiff did a nice job, of highlighting the new stuff, adding the membranes and the new vehicle that was discussed at the last meeting. Mr. Hebenstreit asked for clarification on the \$54000.00 for grinder pump new service, why is it highlighted, and did it change from last meeting? Mr. Skiff stated that it is for the new grinder pumps and tanks for new construction. It is highlighted because we went over budget on that line last year and the amount did not change after the last meeting. Mr. Skiff stated that he has spoken to Mr. Urban about the new vehicle and we could possibly put off a new truck for another year. Mr. Hayes suggested that the new vehicle be left in the budget and replace the oldest of our vehicles before it starts to cost more. Mr. Hebenstreit stated that he is fine with whatever is decided on the truck but leans towards leaving it in the budget for now. Mr. Skiff stated that budget does include an 15% on water and sewer usage to cover growing operation costs and an \$8.00 per month debt service to pay for the \$1,800,000.00 IEPA mandated wastewater treatment plant improvements project, both increases will begin in January 2027. Mr. Hebenstreit stated that that increase gets us to a break even. Throughout discussion it was noted that operating funds are below the recommended level of 6 months expenses. The reserves are lacking in some areas. It was noted that the sewer reserves can be used for grinder pump replacement, which has been costing more lately. Mr. Hebenstreit recommended doing increases on the fixed rate items. By doing this, he was hopeful that this would address these gaps and in addition of the mindset that we would likely not need to do rate increases for a few years. Mr. Hebenstreit made a motion to increase the operation, maintenance, and repair portion of the water rate from \$11.34 to \$14.00 per month. Mr. Hayes seconded the motion, all Trustees voted "Aye". Mr. Hebenstreit made a motion to increase the operations, maintenance and repair portion of the sewer rate from \$9.27 to \$12.00 per month. Mr. Murphy seconded the motion, all Trustees voted "Aye". Mr. Hebenstreit stated that he

would like the increase to be less but thinks it is the right thing to do to prevent an increase each year and address the gaps in the operating funds and reserves. Mr. Skiff stated that rates have not increased since January 2024.

NEW BUSINESS

FY 26-27 Budget Ordinance – Review and approve has been tabled until the September 9th meeting.

October and December meeting date change – Discussion and approval. Mr. Hebenstreit has a conflict with his work schedule. He requested that the October meeting be moved to the week of October 5th, and the December meeting to the week of December 7th. Discussion ensued. It was tentatively decided to move the October meeting to Thursday October 8, 2026, and the December meeting to Tuesday December 8, 2026. Mr. Skiff will post notice of the meeting change at the office and on the website as soon as it is confirmed by Mr. Hayes that those days will work for him.

OPERATIONS REPORT

Mr. Urban presented the Operations Report for July 2026, and it is attached to these meeting minutes. Mr. Urban noted the following items. A part-time employee has been hired to rebuild grinder pumps in house and not have to outsource pump rebuilds. The IEPA conducted the 3-year inspection of the water treatment plant, raw pumps, both elevated towers and the clear well. We are currently waiting for the official report.

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 Manager Report July 2026

Employees

Daniel Byrd has been hired as a part-time employee at 20 hours a week.

Water

The IEPA conducted the 3-year inspection at the WTP. The inspection also includes the raw water pump station, elevated towers & Clearwell. We will receive the official report within a few weeks.

We are currently collecting the lead & copper samples. If we have no exceedances during this sampling event, our sampling schedule will return to every 3 years.

Regional IEPA informed me that our current coliform sample site plan received a *Special Exception Permit* (SEP), meaning our distribution sample sites have been reduced from 5 to 3 due to a population error.

We will be installing a sunshade at the raw water pumping station. The raw pumps overload & trip during extreme heat events. Currently, there is an exhaust fan with venting.

Sewer

We will be delivering reminder letters of what not to flush to the Lake Heights residents. We feel this is necessary due to the number of non-flushable items being found in manholes & lift stations (example letter in your folder)

Sewer calls for the year: 118

Grinder pump changes for the year: 79

Grinder pump valve changes for the year: 16

Grinder pump tank relocation/replacement for the year: 2