



## Clay Township Regional Waste District

[www.ctrwd.org](http://www.ctrwd.org) Phone (317) 844-9200 Fax (317) 844-9203

### PERSONNEL & BENEFITS COMMITTEE MEETING

Monday, September 26, 2016 @ 7:30 A.M.  
10701 N. College Ave, Suite A, Indianapolis, IN 46280

#### AGENDA

1. Safety Update
2. 2017 Holiday Schedule
3. Merit Pool
4. Health Insurance Update

Next Meeting: October 24, 2016 @ 7:30 A.M.



## MEMORANDUM

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**To: P&B Committee**  
**From: Loren Prange**  
**Date: September 21, 2016**  
**Subject: Safety Update**

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The District has gone 2,401 days without a lost time accident.

There following safety tailgate sessions were held:

08/23/16 Holding on to hand safety  
08/30/16 Listen up to protect your hearing  
09/06/16 Don't get bit or stung!  
09/13/16 Jackhammer safety

Inspection of district vehicles and buildings was completed this month which included checking first aid kits and fire extinguishers.

Staff participated in a Fork Lift refresher class and test on August 22.

The Calibration gas for the MSA air monitors were updated with new gas for better calibration accuracy.

The pneumatic air hoses for the Biosolids conveyor were replaced due to age and unsafe fittings.



## CTRWD 2017 Holiday Schedule

New Year's Day (Observed)	Monday, January 2
Martin Luther King Jr. Day	Monday, January 16
Primary Election Day (Floating)	None
Memorial Day	Monday, May 29
Independence Day	Tuesday, July 4
Labor Day	Monday, September 4
General Election Day (Floating)	None
Thanksgiving Day	Thursday, November 23
Day after Thanksgiving	Friday, November 24
Christmas Eve (Observed)	Friday, December 22
Christmas Day	Monday, December 25
New Year's Eve (Observed)	Friday, December 29
Floating Holiday	



## MEMORANDUM

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**To: P&B Committee**  
**From: Andrew Williams**  
**Date: September 21, 2016**  
**Subject: 2017 Merit Pool**

For the past few years the District has used the Compdata survey results for the Utility Industry to establish the merit pool. This year in the Midwest survey, "Water, Sewage" was grouped in the "Other" category. Per the survey, the 2017 merit pool increase is projected to be 2.7% for the Midwest. For Indiana as a whole, the projected merit pool increase is 2.6%.

The 2016 Compdata survey summary is shown below.

### **Summary of the Utilities 2016 Benefit and Pay Practice Reports compdatasurveys**



#### **Average pay increase budget by industry for the Midwest Region**

<b>Industry Category</b>	<b>2017 Projected</b>
Cable and Telephone	3.0%
Electric Pwr. Gen., Trans. & Dist.	3.0%
Other	2.7%

#### **Projected 2017 merit increase budget by geographic area**

Indiana	2.6%
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#### **Pay Range Adjustments**

	<b>% Reporting Adjustments</b>	<b>2017 Projected Adjustment</b>
Midwest Region	85.7%	2.3%
Indiana	88.9%	2.4%