



Clay Township Regional Waste District

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PERSONNEL & BENEFITS COMMITTEE MEETING

Tuesday, May 30, 2017 @ 7:30 A.M.
10701 N. College Ave, Suite A, Indianapolis, IN 46280

AGENDA

1. Public Comment
2. Safety Update
3. Compensation Study/Staffing
4. District Name Change
5. Other Business

Next Meeting: June 26, 2017 @ 7:30 A.M.



MEMORANDUM

To: P&B Committee
From: Loren Prange
Date: May 15, 2017
Subject: Safety Update

The District has had no reportable injuries and has gone 2,645 days without a lost time accident.

The following safety tailgate sessions were held:

- 04/18/17 Facing Up to Stress
- 04/24/17 CPR and AED's can save lives
- 05/02/17 Night Work – Reduced visibility increases hazards
- 05/09/17 Keep trouble out and let help in with access control

Monthly safety inspections were completed on plant buildings and vehicles.

Confined space training was provided to the District Staff. The training refreshed staff on how to identify hazards and the steps to safely enter a confined space. Our training also included hands on confined space training using equipment set up in the RAS WAS building by lowering staff into the basement.

The District is hosting this year's IWEA Operators Challenge. We have a four member team competing and we are providing a judge for the safety event.



MEMORANDUM

To: P&B Committee
From: Andrew Williams
Date: May 25, 2017
Subject: Compensation Study

The District completed compensation studies in 2007 with Springsted and in 2012 with New Focus HR. Costs were \$9,195 and \$10,945 respectively. A proposal to conduct a new study has been requested from Waggoner, Irwin, Scheele & Associates Inc.

The District's benefit package will be part of the proposed compensation study which has not been incorporated into past studies. The goal is to have the study completed by November.



MEMORANDUM

To: P&B Committee
From: Andrew Williams
Date: May 25, 2017
Subject: District Name Change

The following proposed names were discussed at the May Board Meeting:

- Community Sewer Utility
- HMB Sewer Utility
- Tri-Co Sewer Utility
- Renew Sewer Utility

This matter goes back to the November 2005 Board meeting when the Board discussed a name change as a result of comments received at the retreat that year. It was suggested that the word "Regional" should be somewhere in the name. At the December meeting, Central Indiana Regional Sewer District, Central Indiana Sewer Utility, Heartland Regional Sewer District and Little Eagle Creek Regional Sewer District were presented. A motion was made and approved to change the name to Central Indiana Regional Sewer District. A petition was filed with IDEM to change the name. However, the petition was withdrawn as part of the lawsuit between the District and the Trustees' office.

Staff strongly believes that "Waste" needs to be replaced with "Sewer". Of the 103 Regional Water/Sewer Districts, two use "Regional Utility District", one uses "Wastewater Utility", four use "Regional Waste District" and the remaining 96 use "Regional Sewer (Water) District".

The following proposal was received from SMARI to conduct a naming oriented survey.

- Less than 10 min. survey
- Use exiting CTRWD list of emails
- Complete 300 surveys
- SMARI services would include: Account and project management, survey design and programming, data collection for 300 surveys, quality control, data processing, cleaning and prepping for analysis, summary report with conclusions and recommendations.
- Total costs \$7,000