

THORN CREEK BASIN SANITARY DISTRICT
EMPLOYEE BENEFITS
NON-UNION EMPLOYEES

MEDICAL & DENTAL/VISION INSURANCE (Benefits & deductibles as per existing policy)

TERM LIFE INSURANCE (60% of salary)

IMRF PENSION - Employee contributes 4.50%

OTHER BENEFITS

- 12 days paid sick leave per year and an annual sick bonus of 3 times hourly pay rate per day for unused sick leave accumulated over 72 days
- Funeral Leave
- 11 holidays
- Vacation and personal leave accumulated monthly based on the attached table – maximum accumulation 30 days
- Education Reimbursement – for work completed on the employee's own time and for course work directly related to employee's position.

OPTIONAL BENEFITS: Additional term life insurance through IMRF
Additional retirement contribution through IMRF
Deferred Compensation (457) Plan

TERMS OF EMPLOYMENT: AT WILL

430 VACATION AND PERSONAL LEAVE

The District has a combined vacation and personal leave. Employees shall receive the following number of vacation days per month as set forth in the following table. Employees are allowed to use 30 hours of their vacation time as personal leave each year. Personal leave may be taken in one-hour increments and must be requested in accordance with departmental leave request forms.

VACATION PLAN MONTHLY ACCRUAL OF VACATION LEAVE

YEAR OF EMPLOYMENT	DAYS/MONTH	YEARLY TOTAL
1	1	12.0
2	1.0833	13.0
3	1.1666	14.0
4	1.2499	15.0
5	1.3332	16.0
6	1.4165	17.0
7	1.4998	18.0
8	1.5831	19.0
9	1.6664	20.0
10	1.7497	21.0
11	1.7914	21.5
12	1.8331	22.0
13	1.8748	22.5
14	1.9165	23.0
15	1.9582	23.5
16	1.9999	24.0
17	2.0416	24.5
18+	2.0833	25.0

Vacations may be taken at any time of the year, subject to the approval of the employee's supervisor. The District may designate a period as a general vacation period. Vacations must be requested in accordance with departmental leave request forms.

Vacation time may be accrued to a maximum of thirty (30) days, cannot be waived to draw premium pay, but may be taken one day at a time at the discretion of the supervisor depending on department workload.