

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

* PERSONNEL ACTION CODE:

A - Appointment	R - Reclassification
T - Transfer	E - End of Probation
P - Promotion	S - Separation
D - Demotion	O - Other

DATE: January 7th, 2025

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Ahlquist, Susan	Treasurer	12-27-2024	Bookkeeper/ Clerk III	\$28.72/hour	0%	R	Per County Treasurer. Position Change in Accordance with 2020 Contract.
Kritzer, Hannah	Sheriff's Office	12-31-2024	Intern -Temp			S	Resignation
Bittinger, Daniel	BOS	01-02-2025	Board Chairman	\$49,965.32/year	19%=\$7,998.20/year	T	Transfer from Board Member to Chairman.
Nelson, Mark	BOS	01-02-2025	Board Vice Chair	\$41,967.00/year	0%	T	Transfer from Board Member to Vice Chair
Ung, Matthew	BOS	01-02-2025	Board Member	\$41,967.00/year	19%=(7,998.20)/year	T	Transfer from Chairman to Board Member
Martindale, Isaac	Secondary Roads	01-06-2025	District Foreman	\$3,216.22/ bi-weekly	2%=\$67.86/ bi-weekly	R	Per Wage Plan Matrix - 4 Year Increase. Anniversary Date: 1/8/2025.
Grell, James	Secondary Roads	01-06-2025	Equipment Operator - Sign Tech	\$29.28/hour	1%=\$0.30/hr	R	Per CWA: From Step 3 to Step 4. Anniversary Date 1/11/25.
Griffith, Scott	Treasurer	01-06-2025	Clerk II	\$21.14/hour	5%=\$1.00/hr	R	Per AFSCME: From Step 2 to Step 3. Anniversary Date 1/11/2025
Brass, Trevor	Attorney's Office	01-06-2025	Assistant County Attorney	\$110,591.00/year	4%=\$3,989.00/year	R	Per AFSCME: From Step 6 to Step 7. Anniversary 1/15/2025.
Little, Adam	Sheriff's Office	01-30-2025	Civilian Jailer			S	Resignation

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas HR Director

The above and foregoing
having been submitted
is disposed of as follows:

VOTE

JAN 07 2025

OK	<u>Jane A. Bessett</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____
OK	<u>Kent L. Carpenter</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____