

HUMAN RESOURCES DEPARTMENT
MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: April 22nd, 2025

*** PERSONNEL ACTION CODE:**

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

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Sherrill, Courtney	Attorney's Office	04-03-2025	Clerk II			S	Resigned
Hernandez, Leticia	Treasurer	04-23-2025	Clerk II - Tax	\$19.24/hour		A	Job Vacancy Posted on 11/27/2024. Entry Level Salary: \$19.24/hr.
Cox, Katrina	Treasurer	04-28-2025	Clerk II - MV	\$20.14/hour	5%=\$0.90/hr	R	Per AFSCME- Move from Step 1 to Step 2. Anniversary Date: 5/1/2025.
Peters, Shelley	Building Services	04-28-2025	Custodian	\$17.29/hour		A	Job Vacancy Posted on 3/19/2025. Entry Level Salary: \$17.29
Gotto, Nathan	Secondary Roads	05-05-2025	Summer Laborer - Temp	\$17.00/hour		A	Job Vacancy Posted on 2/12/25. Entry Level Salary \$17.00/hr
Dunnington, Collin	Secondary Roads	05-05-2025	Summer Laborer - Temp	\$17.00/hour		A	Job Vacancy Posted on 2/12/25. Entry Level Salary \$17.00/hr
Williams, Keondre	Secondary Roads	05-12-2025	Summer Laborer - Temp	\$17.00/hour		A	Job Vacancy Posted on 2/12/25. Entry Level Salary \$17.00/hr

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

APPROVED BY BOARD DATE: _____

MELISSA THOMAS, HR DIRECTOR:

Melissa Thomas, HR Director

VOTE

APR 22 2025

OK	<u>[Signature]</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____
OK	<u>[Signature]</u>	NO	_____