

69
9/9/25

HUMAN RESOURCES DEPARTMENT
MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: September 9, 2025

*** PERSONNEL ACTION CODE:**

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

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Baumann, Collin	Sheriff's Office	09-01-2025	Civilian Jailer			S	Separation
Huynhle-Trobaugh, Vy	Human Resources	09-15-2025	Senior Clerk	\$24.86/hour	5%=\$1.25/hr	R	Per AFSCME Courthouse- Move from Step 3 to Step 4. Anniversary Date: 9/16/25
DeMers, Andrew	Attorney's Office	09-15-2025	Assistant County Attorney	\$93,783.00/year	5%=\$4,104.00/yr	R	Per AFSCME Attorney- Move from Step 2 to Step 3. Anniversary Date: 9/18/25
Collins, Jadin	Secondary Roads	09-15-2025	Equipment Operator	\$28.72/hour	3%=\$0.86/hr	R	Per CWA Roads. End of Probationary Period Increase. Anniversary Date: 9/19/25
Wersal, Jennifer	Sheriff's Office	09-15-2025	Civilian Lieutenant	\$3,685.37/bi-weekly	3%=\$107.34/bi-weekly	R	Pay Increase According to Wage Matrix. Anniversary Date: 9/24/25
Harmon, Hayden	Sheriff's Office	09-15-2025	Civilian Jailer	\$31.12/hour	10%=\$2.92/hr	R	Per CWA Contract Article XVI Section 3 (B): Move to Senior
Wingert, Michael	Sheriff's Office	01-18-2026	% Deputy Chief			S	Retired

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

SEP 09 2025

OK	<i>Sam A. Bennett</i>	NO	_____
OK	<i>[Signature]</i>	NO	_____
OK	<i>Kurt T. Conner</i>	NO	_____
OK	<i>[Signature]</i>	NO	_____
OK	<i>[Signature]</i>	NO	_____