

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: December 3rd, 2024

TO: **WOODBURY COUNTY BOARD OF SUPERVISORS**

| NAME               | DEPARTMENT      | EFFECTIVE DATE | JOB TITLE        | SALARY REQUESTED | % INCREASE | * | REMARKS     |
|--------------------|-----------------|----------------|------------------|------------------|------------|---|-------------|
| Hinrickson, Kelsey | Treasurer       | 11-22-2024     | Clerk II         |                  |            | S | Resignation |
| Hill, Faye         | Secondary Roads | 12-31-2024     | Clerk II         |                  |            | S | Retired     |
| Martindale, Isaac  | Secondary Roads | 01-10-2025     | District Foreman |                  |            | 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

DEC 3, 2024

OK \_\_\_\_\_ NO \_\_\_\_\_

OK [Signature] NO \_\_\_\_\_

OK [Signature] NO \_\_\_\_\_

OK [Signature] NO \_\_\_\_\_

OK [Signature] NO \_\_\_\_\_