

Memo

To: Board of Supervisors

From: Shelton Vance
Comptroller

CC:

Date: May 6, 2013

Re: Pay Adjustments

Based on the resolution passed in September and the budget plan that was put in place on September 26, 2012, I have calculated the pay adjustment for each person that has been employed at least one year as of 5/1/2013. The pay adjustment is 3% for the county's portion of the person's pay, unless restricted because of state law.

The listing of changes is attached to this memo and presented for your approval so that the payroll can be processed in advance of presentation on a claims docket.

Emp Number	Employee Name	Department Name	Basis of Pay	Pay Frequency	Hire Date	Current Pay Rate	Revised Pay Rate	Effective Date
557	BATTLE, ERIK	PARKS	Hourly	Semi-Monthly	4/2/2012	\$12.00	\$12.36	4/1/2013
1793	DIXON, WILLIE C	SOLID WASTE DEPARTMENT	Hourly	Semi-Monthly	4/17/2012	\$12.00	\$12.36	4/1/2013
2273	GRAY, JARVIS T	SOLID WASTE DEPARTMENT	Hourly	Semi-Monthly	5/14/2012	\$10.00	\$10.30	5/1/2013
4983	WALKER, SHANTAGO D	SOLID WASTE DEPARTMENT	Hourly	Semi-Monthly	4/30/2012	\$12.00	\$12.36	4/1/2013

MADISON COUNTY
PERSONNEL ACTION

Department Juvenile Drug Court Employee Name Jonathan M. Casey
Job title intern Employee SS # 2738
Effective Date _____

Hire
Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? _____
Rate of Pay \$ 10/hr

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

Promotion
From Position: _____ To Position: _____
Rate of Pay \$ _____ Rate of Pay \$ _____

Termination
 Death
 Dismissed
 Resigned
 Retired
 Documentation Attached

Approval of Elected Official or Department Head
Printed Name Steve Rautsch Signature [Signature] Date 4/22/13

Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	_____	_____
Copy to HR	_____	_____
Copy to Comptroller	_____	_____
Copy for BOS Agenda	_____	_____

**MADISON COUNTY
PERSONNEL ACTION**

Department Road Department Employee Name Freddie D. Trim
 Job title Tractor Driver Employee SS # _____
 Effective Date May 7, 2013

Hire

Full-time Part-time Temporary Hourly Salaried
 Position: _____ new position or replacement if so, whom? _____
 Rate of Pay \$10.00 per hour

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

Promotion

From Position: _____ To Position: _____
 Rate of Pay \$ _____ Rate of Pay \$ _____

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Lawrence Morris Signature Lawrence L. Morris Date 4-29-13

Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	<u>VTM</u>	<u>4/30/13</u>
Copy to HR	<u>VTM</u>	<u>4/30/13</u>
Copy to Comptroller	<u>VTM</u>	<u>4/30/13</u>
Copy for BOS Agenda	<u>VTM</u>	<u>4/30/13</u>

MADISON COUNTY
PERSONNEL ACTION

Department Road Employee Name Oddie D. Hudson, Jr
Job title Tractor Driver Employee SS # _____
Effective Date May 7, 2013

Hire

Full-time Part-time Temporary Hourly Salaried
Position: Tractor Driver new position or replacement if so, whom? _____
Rate of Pay \$ 10.00 per hour

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

Promotion

From Position: _____ To Position: _____
Rate of Pay \$ _____ Rate of Pay \$ _____

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Lawrence Morris Signature Lawrence L. Morris Date 4-29-13

Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	<u>V+M</u>	<u>4/30/13</u>
Copy to HR	<u>V+M</u>	<u>4/30/13</u>
Copy to Comptroller	<u>V+M</u>	<u>4/30/13</u>
Copy for BOS Agenda	<u>V+M</u>	<u>4/30/13</u>

MADISON COUNTY
PERSONNEL ACTION

Department Emergency Mgt / E-911 Employee Name Michael R. Gohse
Job title Deputy Employee SS # 3441
Effective Date 4-29-2013

Hire

Full-time Part-time Temporary Hourly Salaried
Position: County Patrol / Dep Director new position or replacement if so, whom? Jodi Wilson
Rate of Pay \$ 3500.00 / month

- Job references checked (if applicable)
- Background checked (if applicable)
- Driving Record checked (if applicable)

Promotion

From Position: _____ To Position: _____
Rate of Pay \$ _____ Rate of Pay \$ _____

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Marion W. Hammack Signature M. W. Hammack, Jr. Date 4/19/2013
Forward to Administration for Paperwork Processing

Administrative paperwork

	Initials	Date
Copy to Payroll	<u>vtm</u>	<u>4/19/13</u>
Copy to HR	<u>vtm</u>	<u>4/19/13</u>
Copy to Comptroller	<u>vtm</u>	<u>4/19/13</u>
Copy for BOS Agenda	<u>vtm</u>	<u>4/19/13</u>