

MADISON COUNTY
PERSONNEL ACTION

Department Road Department Employee Name Jamie Chesser
Job title Truck Driver Employee SS # _____
Effective Date July 2, 2024

Hire

Full-time Part-time Temporary Hourly Salaried
Position: _____ new position or replacement if so, whom? Oleska Adams
Rate of Pay \$ 15.00 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 Cornelius Bacon Signature  Date 6-19-2024

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 Tax Collector Employee Name Donna Henry
Job title Deputy Collector Employee SS # _____
Effective Date July 1, 2024

Hire

Full-time Part-time Temporary Hourly Salaried
Position: Deputy Collector new position or replacement if so, whom?
Katherine Squires
Rate of Pay \$20 / 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 CJ Garavelli Signature  Date 6/20/2024

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 Tax Collector Employee Name Priscilla Crist
Job title Deputy Employee SS # _____
Effective Date July 15, 2024

Hire

Full-time Part-time Temporary Hourly Salaried
Position: Deputy new position or replacement if so, whom? Joni South
Rate of Pay \$20 / 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 CJ Garavelli Signature [Signature] Date 6/10/2024

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 Tax Assessor Employee Name Josh Heflin
Job title Deputy Assessor Employee SS # _____
Effective Date July 1, 2024

Hire

Full-time Part-time Temporary Hourly Salaried
Position: Residential Appraiser new position it so, whom?
or replacement
Rate of Pay \$21.16

- 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 Norman A. Cannady, Jr. Signature  Date 6/24/24

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 Kohl Griffin
Job title Summer Worker Employee SS # _____
Effective Date July 2, 2024

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 Cornelius Bacon Signature  Date 6-27-24

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 Cornell Bacon
Job title Summer Worker Employee SS # _____
Effective Date July 2, 2024

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 Cornelius Bacon Signature  Date 6-27-24

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 Mitchell L Keller, III
Job title Summer Worker Employee SS # _____
Effective Date July 2, 2024

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 Cornelius Bacon Signature  Date 6-27-24

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 Dwight Vaughn
Job title Truck Driver/Equipment Operator Employee SS # _____
Effective Date July 2, 2024

Hire

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

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

Promotion

From Position: _____ To Position: _____
Rate of Pay \$ 17.47 hr Rate of Pay \$ 18.47 hr

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Cornelius Bacon Signature  Date 6-27-24

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 Tommy Lee Thompson
Job title Crew Leader Employee SS # _____
Effective Date July 2, 2024

Hire

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

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


Promotion

From Position: _____ To Position: _____
Rate of Pay \$ 16.84 hr Rate of Pay \$ 17.84 hr

Termination

- Death
 - Dismissed
 - Resigned
 - Retired
- Documentation Attached

Approval of Elected Official or Department Head

Printed Name Cornelius Bacon Signature  Date 6-27-24

Forward to Administration for Paperwork Processing

Administrative paperwork

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

**MADISON COUNTY
PERSONNEL ACTION**

Department PLANNING & ZONING

Employee Name 3457-Miller

Job Title Office Manager

Effective Date 7/1/2024

Hire

Full-time Part-time Temporary Hourly Salaried

Position New Position
 Or Replacement If so, whom?

Rate of Pay \$

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

Promotion

From Position Administrative Assistant To Position Office Manager
Rate of Pay \$ 23.92 Rate of Pay \$ 28.73

Termination

- Death
- Dismissed
- Resigned
- Retired

Approval of Elected Official or Department Head

Printed Name Greg Higginbotham Email Address greg@madison-co.com

Needed Items

- Desktop PC
- Printer
- Scanner
- Email
 - No Email Account
 - Only Email
 - Email and MS Office
- AS/400 Access
 - Current User to Duplicate
- Door Access
 - User Access to Duplicate