

UPSHUR COUNTY STATUS PAYROLL CHANGE REPORT  
PLEASE NOTE THE FOLLOWING CHANGE(S):

Effective Date June 2, 2025 Dept. Jail <sup>565</sup>  
Employee Zachary C. Crutsinger  
Emp. ID# 2568

X	Change(s)	From	To
	Rate	1460.90	1593.51
	Department		
	Position	Jailer	Sergeant

New/Existing Position: Took Brett Alreads position

REASONS(S) FOR THE CHANGES(S)

<input type="checkbox"/>	Hired	<input type="checkbox"/>	Re-Hired
<input type="checkbox"/>	Introductory Period Ended	<input type="checkbox"/>	Merit Increase
<input checked="" type="checkbox"/>	Promotion <u>Sergeant</u>	<input type="checkbox"/>	Transfer
<input type="checkbox"/>	Raise	<input type="checkbox"/>	Demotion
<input type="checkbox"/>	Re-evaluation of job	<input type="checkbox"/>	Salary Decrease
<input type="checkbox"/>		<input type="checkbox"/>	Other
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	

Comments:

Approved By: James [Signature]

Date: 6-16-25

UPSHUR COUNTY STATUS PAYROLL CHANGE REPORT  
PLEASE NOTE THE FOLLOWING CHANGE(S):

Effective Date	<u>6-3-25</u>	Dept.	<u>Sheriff</u>
Employee	<u>Linda Roberts</u>		Received
Emp. ID#			<u>JUN 29 2025</u>

X	Change(s)	From	Upshur County Treasurer's Office
X	Rate		\$75.00
	Department		
	Position		

New/Existing Position:

REASONS(S) FOR THE CHANGES(S)			
	Hired		Re-Hired
	Introductory Period Ended		Merit Increase
	Promotion		Transfer
	Raise		Demotion
	Re-evaluation of job		Salary Decrease
			Other

Comments:
<u>Advanced Certificate Pay</u>

Approved By: [Signature] #504 Date: 6-23-25

UPSHUR COUNTY STATUS PAYROLL CHANGE REPORT  
PLEASE NOTE THE FOLLOWING CHANGE(S):

Effective Date	6-29-25	Dept.	Dispatch
Employee	Mikayla Dean		
Emp. ID#	2640		

X	Change(s)	From	To
X	Rate		\$1448.50
	Department		
	Position		

New/Existing Position:	Dispatch
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REASONS(S) FOR THE CHANGES(S)			
<input type="checkbox"/>	Hired	<input type="checkbox"/>	Re-Hired
<input type="checkbox"/>	Introductory Period Ended	<input type="checkbox"/>	Merit Increase
<input type="checkbox"/>	Promotion	<input type="checkbox"/>	Transfer
<input type="checkbox"/>	Raise	<input type="checkbox"/>	Demotion
<input type="checkbox"/>	Re-evaluation of job	<input type="checkbox"/>	Salary Decrease
<input type="checkbox"/>		<input type="checkbox"/>	Other
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	

Comments:
Replacing Shannon Willis

Approved By: Larry Holt Date: 6/25/25

**UPSHUR COUNTY PAYROLL CHANGE REPORT****06/30/2025**

EFFECTIVE	DEPT.	POSITION	EMPLOYEE	EMP	FROM	TO	REASON FOR
DATE	#		NAME	ID	AMOUNT	AMOUNT	CHANGE
06/02/25	565	JAIL SERGEANT	ZACHARY CRUTSINGER	2568	\$ 1,460.90	\$ 1,593.51	PROMOTION
06/03/25	560	CID INVESTIGATOR	LINDA ROBERTS	2220	\$ 1,914.79	\$ 1,952.29	ADVANCED CERTIFICATE PAY
06/29/25	565	DISPATCH	MIKAYLA DEAN	2640		\$ 1,448.50	NEW HIRE