

Hunter Brown

Pay Period

6/1/2023 to

6/15/2023

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	6/1/2023	8.00							8.00	
Friday	6/2/2023	8.00							8.00	
Saturday	6/3/2023								0.00	
Total Week		16.00	0.00	0.00	0.00	0.00	0.00	0.00	16.00	
Sunday	6/4/2023	0.83							0.83	
Monday	6/5/2023	8.00							8.00	
Tuesday	6/6/2023	8.00							8.00	
Wednesday	6/7/2023	8.00							8.00	
Thursday	6/8/2023	8.00							8.00	
Friday	6/9/2023	7.17		0.12					7.29	
Saturday	6/10/2023								0.00	
Total Week		40.00	0.00	0.12	0.00	0.00	0.00	0.00	40.12	
Sunday	6/11/2023								0.00	
Monday	6/12/2023	9.47							9.47	
Tuesday	6/13/2023	9.12							9.12	
Wednesday	6/14/2023	11.84							11.84	
Thursday	6/15/2023	8.00							8.00	
Friday									0.00	
Saturday									0.00	
Total Week		38.43	0.00	0.00	0.00	0.00	0.00	0.00	38.43	
Total Pay Period		94.43	0.00	0.12	0.00	0.00	0.00	0.00	94.55	

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Payperiod Notes:

Hunter Brown

06/01/2023 to 06/15/2023

Regular	PTO	OT	DT	Total Hours
94.43	0.00	0.12	0.00	94.55

Time in	Time out	Duration	
June 1, 2023			8.00
8:00am (MDT)	8:51am (MDT)	0.85	WTR > WTR - Booster Station & Well Logs
8:51am (MDT)	10:03am (MDT)	1.20	EQP > EQP - Backhoe Maintenance
NOTES: recheck oil leak perform weekly walk-around and PMs.			
10:03am (MDT)	11:00am (MDT)	0.95	MTG > MTG - Other Governement
NOTES: camera mtg			
11:00am (MDT)	1:02pm (MDT)	2.03	EQP > EQP - Backhoe Maintenance
NOTES: post maintenance - wash and grease			
1:02pm (MDT)	4:00pm (MDT)	2.97	IND > IND - Industrial Park Maintenance
NOTES: reinstall wall framing.			
June 2, 2023			8.00
8:00am (MDT)	8:30am (MDT)	0.50	SWR > SWR - Sewer Logs
8:30am (MDT)	9:58am (MDT)	1.47	SWR > SWR - Land Application Project
NOTES: measure monitoring well depth			
9:58am (MDT)	12:20pm (MDT)	2.37	IND > IND - Industrial Park Maintenance
NOTES: straight-bend tin for reuse with vents.			
12:20pm (MDT)	1:00pm (MDT)	0.67	WTR > WTR-WELL PROJECT
NOTES: talk with Kirk about well 5 functions and future operations, as well as well 4 issues and concerns.			
1:00pm (MDT)	1:25pm (MDT)	0.42	WTR > WTR - Well #4 Maintenance
NOTES: fill air tank and check depth.			
1:25pm (MDT)	4:00pm (MDT)	2.58	IND > IND - Industrial Park Maintenance
NOTES: shed floor and finishing touches.			
June 4, 2023			0.83
4:35pm (MDT)	5:25pm (MDT)	0.83	EMERGENCY > 1 Emergency - Water
NOTES: heartland hotel: customer side leak.			
June 5, 2023			8.00
8:00am (MDT)	8:30am (MDT)	0.50	SWR > SWR - Sewer Logs
8:30am (MDT)	9:00am (MDT)	0.50	MTG > MTG - Staff Meeting
9:00am (MDT)	1:56pm (MDT)	4.93	WTR > WTR - Service Call
NOTES: 101 S Commercial			
1:56pm (MDT)	4:00pm (MDT)	2.07	PW > PW - City Shop > Shop
NOTES: CDLs: Call Jack Hellbush about validation of given information. Research course offering: Theory, Range, and Over-The-Road. Inform Jessie regarding all of the above. Have Jessie formulate info for Kyla.			
June 6, 2023			8.00
8:00am (MDT)	8:15am (MDT)	0.25	WTR > WTR - Booster Station & Well Logs
8:15am (MDT)	2:34pm (MDT)	6.32	WTR > WTR - Service Call
NOTES: 214 1/2 S Miller - repair meter pit. assess any damage to meter Setter.			
2:34pm (MDT)	4:00pm (MDT)	1.43	PW > PW - City Shop > Shop
NOTES: post project cleanup.			

June 7, 2023				8.00
8:00am (MDT)	8:30am (MDT)	0.50	SWR > SWR - Sewer Logs	
8:30am (MDT)	10:53am (MDT)	2.38	PW > PW - City Shop > Shop	
NOTES: assemble new signs. / assist Ivan with sewer camera Data.				
10:53am (MDT)	11:23am (MDT)	0.50	SWR > SWR - Service Call	
NOTES: spot Ivan while he works inside manhole, and assist with camera manipulation.				
11:23am (MDT)	1:33pm (MDT)	2.17	SWR > SWR - System Maintenance	
NOTES: ask Kirk about missing camera part. then ask Kyla about ordering that part.				
1:33pm (MDT)	4:00pm (MDT)	2.45	SWR > SWR - Land Application Project	
NOTES: mow roads and weedeat around monitoring wells.				
June 8, 2023				8.00
8:00am (MDT)	8:30am (MDT)	0.50	WTR > WTR - Booster Station & Well Logs	
8:30am (MDT)	11:24am (MDT)	2.90	PW > PW - City Shop > Shop	
NOTES: finish assembling remaining new signs. then create storage for new signs.				
11:24am (MDT)	1:25pm (MDT)	2.02	PW > PW - City Shop > Shop	
NOTES: assist Ivan with tearing out old kennels for dog pound.				
1:25pm (MDT)	3:08pm (MDT)	1.72	SWR > SWR - Land Application Project	
NOTES: measure monitoring wells.				
3:08pm (MDT)	4:00pm (MDT)	0.87	STRTS > Train - Streets	
NOTES: clean up road mix pile.				
June 9, 2023				7.28
8:00am (MDT)	8:30am (MDT)	0.50	SWR > SWR - Sewer Logs	
8:30am (MDT)	1:23pm (MDT)	4.88	STRTS > Train - Streets	
NOTES: add gravel to listed areas.				
1:23pm (MDT)	1:59pm (MDT)	0.60	STRTS > Train - Streets	
NOTES: dig up, and assess damage to, Taylor/Hiegho culvert. east end.				
1:59pm (MDT)	3:17pm (MDT)	1.30	WTR > WTR - Service Call	
NOTES: bring Ivan new O rings and assist in stopping leak.				
June 12, 2023				9.47
8:00am (MDT)	8:31am (MDT)	0.52	SWR > SWR - Sewer Logs	
8:31am (MDT)	10:07am (MDT)	1.60	MTG > MTG - Staff Meeting	
10:07am (MDT)	11:13am (MDT)	1.10	SWR > SWR - Sewer Testing	
NOTES: seepage testing.				
11:13am (MDT)	12:57pm (MDT)	1.73	WTR > WTR - Well #3 Maintenance	
NOTES: check for pressure washer hook up call around, learn how to hook pressure washer to water truck.				
12:57pm (MDT)	1:12pm (MDT)	0.25	EQP > EQP - S10 Truck Maintenance	
NOTES: coolant refill and fluids check.				
1:12pm (MDT)	4:00pm (MDT)	2.80	STRTS > STRTS - Grading / Blading	
NOTES: deliver gravel to select roads for Jessie.				
10:32pm (MDT)	12:00am (MDT)	1.47	EMERGENCY > 1 Emergency - Water	
NOTES: 206 S Commercial leak.				
June 13, 2023				9.12

12:00am (MDT)	12:41am (MDT)	0.68	EMERGENCY > 1 Emergency - Water
NOTES: 206 S Commercial leak.			
8:00am (MDT)	8:30am (MDT)	0.50	WTR > WTR - Booster Station & Well Logs
8:30am (MDT)	1:24pm (MDT)	4.90	WTR > WTR - Service Call
NOTES: repair leak at 206 S Commercial.			
1:24pm (MDT)	3:07pm (MDT)	1.72	STRTS > STRTS - Grading / Blading
NOTES: deliver gravel to Jessie			
3:07pm (MDT)	4:26pm (MDT)	1.32	PW > PW - City Shop > Shop
NOTES: post project clean up. pressure wash equipment.			

June 14, 2023	11.85
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8:00am (MDT)	8:30am (MDT)	0.50	SWR > SWR - Sewer Logs
10:00am (MDT)	1:25pm (MDT)	3.42	MTG > MTG - Travel
1:25pm (MDT)	4:38pm (MDT)	3.22	MTG > MTG - Other Government
NOTES: ITD in Meridian			
4:38pm (MDT)	9:21pm (MDT)	4.72	MTG > MTG - Travel

June 15, 2023	8.00
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8:00am (MDT)	8:30am (MDT)	0.50	WTR > WTR - Booster Station & Well Logs
8:30am (MDT)	9:00am (MDT)	0.50	PW > PW - City Shop > Shop
NOTES: gather notes from ITD Meeting and make presentable.			
9:00am (MDT)	10:20am (MDT)	1.33	PW > PW - City Shop > Shop
NOTES: test pressure wash attachment to water truck.			
10:20am (MDT)	11:00am (MDT)	0.67	EQP > EQP - Grader Maintenance
NOTES: clean windows.			
11:00am (MDT)	4:00pm (MDT)	5.00	STRTS > Train - Streets
NOTES: road crowning with Jessie.			