VILLAGE OF RIDGEWAY

Report Date: 05/01/2025

Report Time: 12:12:50 PM

Time Distribution Report.LC - LPHELAN-01/25/2024

Primary Sort By: Employee;DEPT(G2)

04/14/2025 - 04/27/2025 [14 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
Employee: AD001 [PHELAN, LORI L]				
AD [General Admin]	501[TRW]	30.25	0.00	30.25
AD [General Admin]	502[TRH]	2.00	0.00	2.00
AD [General Admin]	511[CW]	30.75	0.00	30.75
AD [General Admin]	512[CH]	2.00	0.00	2.00
EL [ADMIN-ELECTION]	551[ECW]	1.25	0.00	1.25
SE [Sewer]	305[SADW]	3.50	0.00	3.50
SE [Sewer]	308[SADV]	1.00	0.00	1.00
WA [Water]	605[WADW]	2.50	0.00	2.50
WA [Water]	608[WADV]	1.00	0.00	1.00
AD001 [PHELAN, LORI L] Total:		**74.25**	**0.00**	**74.25**
Employee: AD005 [RINIKER, MARJORIE]				
AD [General Admin]	701[ADSW]	44.00	0.00	44.00
AD [General Admin]	702[ADSH]	4.00	0.00	4.00
PA [Parks]	101[PAW]	23.25	0.00	23.25
SE [Sewer]	305[SADW]	1.25	0.00	1.25
WA [Water]	605[WADW]	1.25	0.00	1.25
AD005 [RINIKER, MARJORIE] Total:		**73.75**	**0.00**	**73.75**
Employee: PW003 [JOHNSON, HARRY]				
FM [FACILITES MAINTENANCE]	611[FMW]	17.25	0.00	17.25
PA [Parks]	101[PAW]	24.75	0.00	24.75
PW003 [JOHNSON, HARRY] Total:		**42.00**	**0.00**	**42.00**
Employee: PW006 [DOESCHER, JERRY]				
SE [Sewer]	301[SEW]	58.50	0.25	58.75
SE [Sewer]	302[SEH]	2.00	0.00	2.00
ST [Streets]	401[STW]	5.00	0.00	5.00
WA [Water]	601[WAW]	13.00	2.00	15.00
WA [Water]	602[WAH]	2.00	0.00	2.00
PW006 [DOESCHER, JERRY] Total:		**80.50**	**2.25**	**82.75**
Employee: SP004 [MECKLEY, KEVIN]				
PA [Parks]	101[PAW]	16.50	0.00	16.50
SE [Sewer]	301[SEW]	6.50	2.00	8.50
ST [Streets]	401[STW]	52.50	0.00	52.50
ST [Streets]	402[STH]	4.00	0.00	4.00
WA [Water]	601[WAW]	0.50	2.00	2.50
SP004 [MECKLEY, KEVIN] Total:		**80.00**	**4.00**	**84.00**
Grand Totals:		**350.50**	**6.25**	**356.75**

END OF REPORT

Time Distribution Report.LC - LPHELAN-01/25/2024

VILLAGE OF RIDGEWAY

Report Date: 04/21/2025

Report Time: 8:01:22 AM

Employee Timecard - LPHELAN-07/27/2015

04/14/2025 - 04/20/2025 [7 days]

AD001 [PHELAN, LORI L]

Employee ID	AD001	**DEPT(G2)**	AD	**Pay Policy**	500
Pay Type	3	**Last Name**	PHELAN	**First Name**	LORI L

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/14/2025 Mon	501 [TRW]	08:02AM	12:45PM	4.7500000		
	501 [TRW]	01:13PM	05:26PM	4.2500000		9.00
04/15/2025 Tue	501 [TRW]	08:11AM	03:47PM	7.5000000		7.50
04/16/2025 Wed	501 [TRW]	08:38AM	12:39PM	4.0000000		
	501 [TRW]	01:22PM	04:44PM	3.5000000		7.50
04/17/2025 Thu	501 [TRW]	08:01AM	01:27PM	5.5000000		
	501 [TRW]	02:03PM	04:33PM	2.5000000		8.00
04/18/2025 Fri	512 [CH]			2.0000000		
	502 [TRH]			2.0000000		4.00
04/19/2025 Sat	511 [CW]	09:30AM*	11:37AM	2.0000000		2.00

Summary - AD001 [PHELAN, LORI L]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									135.50
3 [SICK]									46.25
6 [FH]									8.00
501 [TRW]	1[UNUSED]	32.00		32.00					
502 [TRH]	1[UNUSED]	2.00		2.00					
511 [CW]	1[UNUSED]	2.00		2.00					
512 [CH]	1[UNUSED]	2.00		2.00					
TOTALS		**38.00**		**38.00**					**189.75**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X Lori L Phelan

Employee Signature

X ______________________

Supervisor Signature

Lori Phelan
Time Distribution Work Log Week of April 14-20, 2025

Monday

- Timesheet distribution
- Bank account signature changes
- Onboard BButler w/Dennis

Tuesday

- Property/zoning questions
- Update website
- Timesheet allocations
- Past due notices (1.5 hr)

Wednesday

- Process payroll (3 hrs)
  - T Parkos conversation
  - Calculate
  - Upload to FSB
  - Post
  - Submit/pay payroll taxes
    - 941
    - Wisc DOR
  - Submit WRS monthly reconciliation/payment
- Utility ACH (1 hr)
  - Upload to FSB
  - Post
- Grant exploration with Marj

Thursday

- CivicPlus ordinance codification
  - Review proofs
  - Send edits
- Courier
  - Deposit
  - Signed documents
- Publish/Post PSC Public Hearing Notice (water 1.0 hrs)
- Update ETF Insurance Admin System

Friday-Holiday (4 hrs)

Saturday

- Met with Dennis-printer hook up
- Upload PSC notice and post in three public locations
- Conversation with Brad-DPW
- Update 2025 Holiday list

VILLAGE OF RIDGEWAY

Report Date: 04/21/2025

Report Time: 8:01:22 AM

Employee Timecard - LPHELAN-07/27/2015

04/14/2025 - 04/20/2025 [7 days]

AD005 [RINIKER, MARJORIE]

Employee ID	AD005	**DEPT(G2)**	AD	**Pay Policy**	700
Pay Type	3	**Last Name**	RINIKER	**First Name**	MARJORIE

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/14/2025 Mon	701 [ADSW]	07:52AM	01:42PM	6.0000000		
	701 [ADSW]	02:12PM	04:34PM	2.2500000		8.25
04/15/2025 Tue	701 [ADSW]	07:54AM	01:10PM	5.2500000		
	701 [ADSW]	01:39PM	04:28PM	2.7500000		8.00
04/16/2025 Wed	701 [ADSW]	07:49AM	01:26PM	5.7500000		
	701 [ADSW]	01:57PM	04:34PM	2.5000000		8.25
04/17/2025 Thu	701 [ADSW]	07:49AM	12:21PM	4.5000000		
	701 [ADSW]	12:53PM	04:34PM	3.5000000		8.00
04/18/2025 Fri	702 [ADSH]			4.0000000		
	701 [ADSW]	03:08PM	06:16PM	3.0000000		7.00

Summary - AD005 [RINIKER, MARJORIE]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									12.00
701 [ADSW]	1[UNUSED]	35.50		35.50					
702 [ADSH]	1[UNUSED]	4.00		4.00					
TOTALS		**39.50**		**39.50**					**12.00**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X Marj Riniker

Employee Signature

X ______________________________

Supervisor Signature

Week of Apr 14 – Apr 18

Monday -
- Utility payments/billing (.5)
- Mail/email processing
- Dog license mailings
- Library spring challenge items
- Library – discussed summer programming

Tuesday -
- Worked on Egg hunt plans
- Utility payments (.25 hr)
- Library – monitored kids / worked on computer
- FB posts – library/events
- Grant application

Wednesday
- assisted customers
- dog licenses
- Utility payments (.25 hr)

Thurs
- Updated calendars
- Youth baseball form/news
- P&R application form
- Grant work
- Utility payments (.1)
- Gift brick
- Spring Newsletter

Fri –
- Office closed
- Easter egg hunt

VILLAGE OF RIDGEWAY

Report Date: 04/21/2025

Report Time: 8:01:22 AM

Employee Timecard - LPHELAN-07/27/2015

04/14/2025 - 04/20/2025 [7 days]

PW003 [JOHNSON, HARRY]

Employee ID	PW003	**DEPT(G2)**	FM	**Pay Policy**	401
Pay Type	1	**Last Name**	JOHNSON	**First Name**	HARRY

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/14/2025 Mon	401 [STW]	07:59AM	12:07PM	4.0000000		4.00
04/15/2025 Tue	401 [STW]	08:00AM	12:00PM	4.0000000		4.00
04/16/2025 Wed	401 [STW]	08:04AM	12:05PM	4.0000000		4.00
04/17/2025 Thu	401 [STW]	08:07AM	12:09PM	4.2500000		4.25
04/18/2025 Fri	401 [STW]	07:54AM	11:55AM	4.0000000		4.00

Summary - PW003 [JOHNSON, HARRY]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual Prior Bal	Accrual Adjust	Accrual Used	Accrual Earned	Accrual Available
401 [STW]	1[UNUSED]	20.25		20.25					
TOTALS		**20.25**		**20.25**					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X Harry Johnson

Employee Signature

X ____________________

Supervisor Signature

Mon 4/14 Took down fence at Veterans Memorial, Worked at RCC, Made hooks for basket ball nets out back

Tue 4/15 Worked at RCC, cleaned windows, cleaned Kitchen

Wed 4/16 Draged both ball fields, picked up at park

Thurs 4/17 Worked at RCC, stocked bathrooms, cleaned visitors dugout at ball park

Fri 4/18 Opened RCC, put out gym mats, helped set up sound system got things ready for easter egg hunt

VILLAGE OF RIDGEWAY

Report Date: 04/21/2025

Report Time: 8:01:22 AM

Employee Timecard - LPHELAN-07/27/2015

04/14/2025 - 04/20/2025 [7 days]

PW006 [DOESCHER, JERRY]

Employee ID	PW006	**DEPT(G2)**	PW	**Pay Policy**	300
Pay Type	3	**Last Name**	DOESCHER	**First Name**	JERRY

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/14/2025 Mon	301 [SEW]	05:35AM	01:55PM	8.5000000		8.50
04/15/2025 Tue	301 [SEW]	05:30AM	02:13PM	8.7500000		8.75
04/16/2025 Wed	301 [SEW]	05:35AM	01:52PM	8.2500000		8.25
04/17/2025 Thu	301 [SEW]	05:36AM	01:49PM	8.2500000		8.25
04/18/2025 Fri	302 [SEH]			2.0000000		
	301 [SEW]	05:29AM	11:48AM	6.2500000		8.25
04/19/2025 Sat	602 [WAH]			2.0000000		
	301 [SEW]	08:50AM	10:52AM		2.0000000	4.00
04/20/2025 Sun	601 [WAW]	07:14AM	09:14AM*		2.0000000	2.00

Summary - PW006 [DOESCHER, JERRY]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual Prior Bal	Accrual Adjust	Accrual Used	Accrual Earned	Accrual Available
2 [VACA]									120.00
3 [SICK]									8.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	40.00	2.00	42.00					
302 [SEH]	1[UNUSED]	2.00		2.00					
601 [WAW]	1[UNUSED]		2.00	2.00					
602 [WAH]	1[UNUSED]	2.00		2.00					
TOTALS		**44.00**	**4.00**	**48.00**					**136.00**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X Jerry Doesch

Employee Signature

X

Supervisor Signature

Village of Ridgeway Time Log

Jerry Doescher

For the week of : 4/14-20/25

Date	Hours	Description
4-14	4hr WWTP	Rounds, Labs
	1 hr water	Rounds
	3hr streets	Patching Pot holes.

Date	Hours	Description
4-15-25	5hr WWTP	Amm issues high test Labs, Rounds.
	water 2hr	Rounds, well #1 sampling
	1hr Streets	Shop work, Install of new broom

Date	Hours	Description
4-16-25	6hr WWTP	Emptied geo tube Labs, Rounds
	1 hr water	Rounds
	1 hr streets	strom Grate inspections.

Date	Hours	Description
4-19-25	2hr	Rounds

Date	Hours	Description
4-17-25	7hr WWTP	Rounds Labs Geo tube Emptied.
	1 hr water	Rounds.

Date	Hours	Description
4-18-25	3 hr WWTP	Rounds labs
	1 hr water	Rounds

Date	Hours	Description

Date	Hours	Description
4-20-25	2 hr	Rounds.

VILLAGE OF RIDGEWAY

Report Date: 04/21/2025

Report Time: 8:01:22 AM

Employee Timecard - LPHELAN-07/27/2015

04/14/2025 - 04/20/2025 [7 days]

SP004 [MECKLEY, KEVIN]

Employee ID	SP004	**DEPT(G2)**	ST	**Pay Policy**	400
Pay Type	3	**Last Name**	MECKLEY	**First Name**	KEVIN

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/14/2025 Mon	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		8.00
04/15/2025 Tue	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		8.00
04/16/2025 Wed	401 [STW]	07:00AM	01:25PM	6.5000000		
	401 [STW]	01:55PM	03:30PM	1.5000000		8.00
04/17/2025 Thu	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		8.00
04/18/2025 Fri	402 [STH]			4.0000000		
	401 [STW]	07:00AM	11:00AM	4.0000000		8.00

Summary - SP004 [MECKLEY, KEVIN]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual Prior Bal	Accrual Adjust	Accrual Used	Accrual Earned	Accrual Available
3 [SICK]									12.00
401 [STW]	1[UNUSED]	36.00		36.00					
402 [STH]	1[UNUSED]	4.00		4.00					
TOTALS		**40.00**		**40.00**					**12.00**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X ______________________

Employee Signature

X ______________________

Supervisor Signature

Monday April 14th 2025

Hauled brush – 2 hours

Cleaned up outside community center – 2 hours

Filled pot holes – 4 hours

Tuesday April 15th 2025

Finished fixing street sweeper – 6 hours

Street sweeping – 2 hours

Wednesday April 16th 2025

Picked up brush – 2 hours

Emptied Geotube – 6 hours

Thursday April 17th 2025

Made rounds for brush pick up – 1 hour

Street sweeping – 7 hours

Friday April 18th 2025

Rolled out mats and set up sound system – 3 hours

Fixed hole on Richards St. – 1 hour

VILLAGE OF RIDGEWAY

Report Date: 04/28/2025

Report Time: 8:12:54 AM

Employee Timecard - LPHELAN-07/27/2015

04/21/2025 - 04/27/2025 [7 days]

AD001 [PHELAN, LORI L]

Employee ID	AD001	**DEPT(G2)**	AD	**Pay Policy**	500
Pay Type	3	**Last Name**	PHELAN	**First Name**	LORI L

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/21/2025 Mon	501 [TRW]	07:58AM	12:39PM	4.7500000		
	501 [TRW]	01:07PM	04:35PM	3.5000000		8.25
04/22/2025 Tue	501 [TRW]	08:00AM	12:58PM	5.0000000		
	501 [TRW]	01:32PM	05:08PM	3.7500000		8.75
04/23/2025 Wed	501 [TRW]	08:17AM	01:02PM	4.7500000		
	501 [TRW]	01:27PM	04:43PM	3.2500000		8.00
04/24/2025 Thu	501 [TRW]	08:02AM	12:43PM	4.7500000		
	501 [TRW]	01:15PM	04:35PM	3.2500000		8.00
04/25/2025 Fri	308 [SADV]			1.0000000		
	501 [TRW]	04:46PM	06:07PM	1.2500000		
	608 [WADV]			1.0000000		3.25

Summary - AD001 [PHELAN, LORI L]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					135.50		2.00		133.50
3 [SICK]									46.25
6 [FH]									8.00
308 [SADV]	1[UNUSED]	1.00		1.00					
501 [TRW]	1[UNUSED]	34.25		34.25					
608 [WADV]	1[UNUSED]	1.00		1.00					
TOTALS		**36.25**		**36.25**	**135.50**		**2.00**		**187.75**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Lori L. Phelan

Employee Signature

X

Supervisor Signature

Lori Phelan
Time Distribution Work Log Week of April 21-27, 2025

Monday
- Timesheet distribution
- Meet w/JD
- LWCF Grant meeting w/Cheryl & Marj
- Post DPW position, send ad to Chronicle (4/23 & 4/30)
- Prepare bid request for portable building at Community Center
  - Post on website
  - Send to Chronicle (4/23, 4/30, 5/7)

Tuesday
- Utility
  - Online receipts-post, interface
- Credit card receipts
- Discussion with Bart-Delta 3

Wednesday
- Treasurer
  - Credit card receipts
  - Invoices for checks
- Conversation/set up meeting with Bart
- Post DP position (free)
  - Linked In
  - WRWA
  - LWM
  - Indeed

Thursday
- Organization chart
- Timesheet allocations
- Assist MR w/LWCF Grant Application

Friday
- Online election training towards WEC Certification
- Vacation (2 hrs)

VILLAGE OF RIDGEWAY

Report Date: 04/28/2025

Report Time: 8:12:54 AM

Employee Timecard - LPHELAN-07/27/2015

04/21/2025 - 04/27/2025 [7 days]

AD005 [RINIKER, MARJORIE]

Employee ID	AD005	**DEPT(G2)**	AD	**Pay Policy**	700
Pay Type	3	**Last Name**	RINIKER	**First Name**	MARJORIE

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/21/2025 Mon	701 [ADSW]	07:54AM	01:52PM	5.7500000		
	701 [ADSW]	02:21PM	04:30PM	2.2500000		8.00
04/22/2025 Tue	701 [ADSW]	08:02AM	11:15AM*	3.2500000		
	701 [ADSW]	12:12PM*	04:31PM	4.2500000		7.50
04/23/2025 Wed	701 [ADSW]	07:55AM	01:30PM	5.5000000		
	701 [ADSW]	02:01PM	04:31PM	2.5000000		8.00
04/24/2025 Thu	701 [ADSW]	07:54AM	02:33PM	6.5000000		6.50
04/25/2025 Fri	701 [ADSW]	07:50AM	12:03PM	4.2500000		4.25

Summary - AD005 [RINIKER, MARJORIE]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									12.00
701 [ADSW]	1[UNUSED]	34.25		34.25					
TOTALS		**34.25**		**34.25**					**12.00**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X Marj Riniker

Employee Signature

X ______________________

Supervisor Signature

Week of Apr 21 – Apr 25

Monday -

- Utility payments/billing (.5)
- Mail/email processing
- Grant meeting
- Dog licenses
- FB posts

Tuesday -

- Utility payments (.25 hr)
- Met with library volunteers to discuss summer/communication
- filing
- FB posts – library/events
- Grant application work

Wednesday

- assisted customers in library
- Easter egg hunt recap/count
- dog licenses
- Utility payments (1 hr)
- Grant work

Thurs

- Grant work
- Helped decorate library
- Utility payments (.25)

Fri –

- FB posts
- Events calls/work
- Grant work

VILLAGE OF RIDGEWAY

Report Date: 04/28/2025

Report Time: 8:12:54 AM

Employee Timecard - LPHELAN-07/27/2015

04/21/2025 - 04/27/2025 [7 days]

PW003 [JOHNSON, HARRY]

Employee ID	PW003	**DEPT(G2)**	FM	**Pay Policy**	401
Pay Type	1	**Last Name**	JOHNSON	**First Name**	HARRY

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/21/2025 Mon	401 [STW]	08:06AM	12:00PM	4.0000000		4.00
04/22/2025 Tue	401 [STW]	08:02AM	12:02PM	4.0000000		4.00
04/23/2025 Wed	401 [STW]	08:05AM	12:08PM	4.2500000		4.25
04/24/2025 Thu	401 [STW]	07:59AM	12:40PM	4.7500000		4.75
04/25/2025 Fri	401 [STW]	08:08AM	01:01PM	4.7500000		4.75

Summary - PW003 [JOHNSON, HARRY]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	21.75		21.75					
TOTALS		**21.75**		**21.75**					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Harry Johnson

Employee Signature

x ______________________

Supervisor Signature

Mon 4/21 cleaned RCC after easter egg hunt, replaced faucet aerator in MP room

Tues 4/22 hung flags at half staff, scraped paint on shelters at pavilion

Wed 4/23 Turned on concession stand cooler, took cans to concession stand, cleaned concession stand

Thurs 4/24 replaced boards on stage at park, stocked cooler at concession stand

Fri 4/25 opened park bathrooms and cleaned, turned on water, rolled out gym mats, emptyed garbage at RCC

VILLAGE OF RIDGEWAY

Report Date: 04/28/2025

Report Time: 12:13:18 PM

Employee Timecard - LPHELAN-07/27/2015

04/21/2025 - 04/27/2025 [7 days]

PW006 [DOESCHER, JERRY]

Employee ID	PW006	**DEPT(G2)**	PW	**Pay Policy**	300
Pay Type	3	**Last Name**	DOESCHER	**First Name**	JERRY

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/21/2025 Mon	301 [SEW]	05:44AM	02:18PM	8.5000000		8.50
04/22/2025 Tue	301 [SEW]	05:46AM	01:49PM	8.0000000		8.00
04/23/2025 Wed	301 [SEW]	05:20AM	01:34PM	8.2500000		8.25
04/24/2025 Thu	301 [SEW]	05:41AM	12:00PM	6.2500000		6.25
04/25/2025 Fri	301 [SEW]	06:25AM	12:00PM*	5.5000000		5.50

Summary - PW006 [DOESCHER, JERRY]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									120.00
3 [SICK]									8.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	36.50		36.50					
TOTALS		**36.50**		**36.50**					**136.00**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X Jerry Doescher

Employee Signature

X ____________________

Supervisor Signature

Village of Ridgeway Time Log

Jerry Doescher

For the week of :

Date	Hours	Description
4-21-25	7 hr WWTP	Rounds, Labs Plant work trying to get Amm levels Down. Blower Issues.
	1 hr water	Rounds

Date	Hours	Description
4-22-25	7 WWTP	Rounds, Labs Aeromod trying to get plant to normal. Amm High organic treatment
	1 water	Rounds

Date	Hours	Description
4-23-25	7hr WWTP	Rounds, Labs Amm back to normal organic treatment to plant
	1hr water	Rounds.

Date	Hours	Description

Date	Hours	Description
	7hr WWTP	Rounds, labs Plant wash Down Amm organic treatments
	1 hr water	Rounds.

Date	Hours	Description
	5hr WWTP	Rounds, Labs, Plant maint.
	1hr water	Rounds.

Date	Hours	Description

Date	Hours	Description

VILLAGE OF RIDGEWAY

Report Date: 04/28/2025

Report Time: 8:12:55 AM

Employee Timecard - LPHELAN-07/27/2015

04/21/2025 - 04/27/2025 [7 days]

SP004 [MECKLEY, KEVIN]

Employee ID	SP004	**DEPT(G2)**	ST	**Pay Policy**	400
Pay Type	3	**Last Name**	MECKLEY	**First Name**	KEVIN

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/21/2025 Mon	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		8.00
04/22/2025 Tue	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		8.00
04/23/2025 Wed	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		8.00
04/24/2025 Thu	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		8.00
04/25/2025 Fri	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		8.00
04/26/2025 Sat	301 [SEW]	06:32AM	08:32AM*		2.0000000	2.00
04/27/2025 Sun	601 [WAW]	06:34AM	08:34AM*		2.0000000	2.00

Summary - SP004 [MECKLEY, KEVIN]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									12.00
301 [SEW]	1[UNUSED]		2.00	2.00					
401 [STW]	1[UNUSED]	40.00		40.00					
601 [WAW]	1[UNUSED]		2.00	2.00					
TOTALS		**40.00**	**4.00**	**44.00**					**12.00**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X k——

Employee Signature

X ______________________

Supervisor Signature

Monday April 21st 2025

Made rounds for brush pick up – 1 hour

Put everything away from Easter egg hunt – 2 hours

Changed all garbage and dog stations – 1.5 hours

Worked in the shop – 2.5 hours

Washed skid steer – 1 hour

Tuesday April 22nd 2025

Picked up and hauled brush – 2 hours

Farm N Fleet and Singer Lumber run – 2 hours

Street sweeping – 4 hours

Wednesday April 23rd 2025

Picked up and hauled brush – 3 hours

Turned walk in cooler on and took drinks to concession stand – 2 hours

Street sweeping – 3 hours

Thursday April 24th 2025

Fixed stage at the park – 4 hours

Put new sign post in – 3 hours

Bushed brush pile back – 1 hour

Friday April 25th 2025

Met with Jerry for weekend rout - 1 hour

Cleaned up gravel from Kirby St. 3 hours

Got bathrooms and concession stand ready – 3 hours

Rolled out mats at CC – 1 hour

Sat 4/26
Rounds

Sun 4/27
Rounds

VILLAGE OF RIDGEWAY

Report Date: 04/30/2025

Report Time: 3:49:52 PM

Summary Report.TA - LPHELAN-09/01/2016

Primary Sort By: LOC(G1);DEPT(G2);Employee

04/14/2025 - 04/27/2025 [14 days]

Employee	Police Wages Reg Hours	Police (off Site Punch) Reg Hours	Adjust Hours	Holidays Hours	Police Float Ho Hours	Vacation Hours	Police Sick Hours	Police Grant Reg Hours	Total Hrs
LOC: 1 [Village of Ridgeway]									
DEPT: PD [Police]									
GORHAM, MICHAEL [PD011]		48.50	-0.50	4.00		28.00			80.00
PD [Police] Total:	0.00	48.50	-0.50	4.00	0.00	28.00	0.00	0.00	80.00
Head Count:									*1*
1 [Village of Ridgeway] Total:	0.00	48.50	-0.50	4.00	0.00	28.00	0.00	0.00	80.00
Head Count:									*1*
Grand Total:	0.00	48.50	-0.50	4.00	0.00	28.00	0.00	0.00	80.00
Head Count:									*1*

END OF REPORT

Summary Report.TA - LPHELAN-09/01/2016

VILLAGE OF RIDGEWAY

Report Date: 04/29/2025

Report Time: 4:21:26 PM

Employee Timecard - LPHELAN-07/27/2015

04/14/2025 - 04/20/2025 [7 days]

PD011 [GORHAM, MICHAEL]

Employee ID	PD011	**DEPT(G2)**	PD	**Pay Policy**	203
Pay Type	1	**Last Name**	GORHAM	**First Name**	MICHAEL

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/14/2025 Mon	205 [POP]	10:30AM*	09:00PM*	10.5000000		10.50
04/15/2025 Tue	205 [POP]	03:00PM*	05:30PM*	2.5000000		
	205 [POP]	09:00PM*	01:00AM*	4.0000000		6.50
04/16/2025 Wed	205 [POP]	07:00PM*	11:00PM*	4.0000000		4.00
04/17/2025 Thu	205 [POP]	02:00PM*	11:00PM*	9.0000000		9.00
04/18/2025 Fri	202 [POH]			4.0000000		
	205 [POP]	07:00PM*	12:00AM*	5.0000000		9.00
04/19/2025 Sat	205 [POP]	11:30AM*	10:00PM*	10.5000000		10.50

Summary - PD011 [GORHAM, MICHAEL]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									151.25
3 [SICK]									130.00
6 [FH]									8.00
202 [POH]	1[UNUSED]	4.00		4.00					
205 [POP]	1[UNUSED]	45.50		45.50					
TOTALS		**49.50**		**49.50**					**289.25**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X ______________________

Employee Signature

X ______________________

Supervisor Signature

VILLAGE OF RIDGEWAY

Report Date: 04/29/2025

Report Time: 4:12:57 PM

Employee Timecard - LPHELAN-07/27/2015

04/21/2025 - 04/27/2025 [7 days]

PD011 [GORHAM, MICHAEL]

Employee ID	PD011	**DEPT(G2)**	PD	**Pay Policy**	203
Pay Type	1	**Last Name**	GORHAM	**First Name**	MICHAEL

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/21/2025 Mon	204 [POV]			8.0000000		8.00
04/22/2025 Tue	204 [POV]			8.0000000		8.00
04/23/2025 Wed	204 [POV]			8.0000000		8.00
04/24/2025 Thu	204 [POV]			4.0000000		4.00
04/26/2025 Sat	205 [POP]	03:00PM*	06:00PM*	3.0000000		3.00
04/27/2025 Sun	208 [PADJ]			-0.5000000		-0.50

Summary - PD011 [GORHAM, MICHAEL]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					151.25		28.00		123.25
3 [SICK]									130.00
6 [FH]									8.00
204 [POV]	1[UNUSED]	28.00		28.00					
205 [POP]	1[UNUSED]	3.00		3.00					
208 [PADJ]	1[UNUSED]	-0.50		-0.50					
TOTALS		**30.50**		**30.50**	**151.25**		**28.00**		**261.25**

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X ____________________

Employee Signature

X ____________________

Supervisor Signature

Work log hours for timesheet allocations per 2025 budget

04/14-20/25

		Reg	OT	Vacation	Holiday	Sick	
Lori	work hours	34.00	0.00	0.00	4.00	0.00	38.00
Dept	Percent						
C/T	85.00%	28.90	0.00	0.00	3.40	0.00	0.00
SewerAdm	5.00%	1.70	0.00	0.00	0.20	0.00	0.00
Election Adm	5.00%	1.70	0.00	0.00	0.20	0.00	0.00
WaterAdm	5.00%	1.70	0.00	0.00	0.20	0.00	0.00
Marj	work hours	35.50	0.00	0.00	4.00	0.00	39.50
Dept	Percent						
AdmSvs	50.00%	17.75	0.00	0.00	2.00	0.00	
SewerAdm	7.50%	2.66	0.00	0.00	0.30	0.00	
WaterAdm	7.50%	2.66	0.00	0.00	0.30	0.00	
Park Wages	35.00%	12.43	0.00	0.00	1.40	0.00	
Harry	work hours	20.25	0.00				20.25
Dept	Percent						
Park	30.00%	6.08					
Street	35.00%	7.09					
FacMaint	35.00%	7.09					
Jerry	work hours	40.00	2.25	0.00	4.00	0.00	46.25
Dept	Percent						
Streets	10.00%	4.00	0.23	0.00	0.40	0.00	
Sewer	70.00%	28.00	1.58	0.00	2.80	0.00	
Water	20.00%	8.00	0.45	0.00	0.80	0.00	
Kevin	work hours	36.00	0.00	0.00	4.00	0.00	40.00
Dept	Percent						
Park	20.00%	7.20	0.00	0.00	0.80	0.00	
Sewer	10.00%	3.60	0.00	0.00	0.40	0.00	
Water	10.00%	3.60	0.00	0.00	0.40	0.00	
Streets	60.00%	21.60	0.00	0.00	2.40	0.00	

4/21-27/25

		Reg	OT	Vacation	Holiday	Sick	
Lori	work hours	34.25	0.00	2.00	0.00	0.00	36.25
Dept	Percent						
C/T	85.00%	29.11	0.00	1.70	0.00	0.00	30.81
SewerAdm	5.00%	1.71	0.00	0.10	0.00	0.00	1.81
Election Adm	5.00%	1.71	0.00	0.10	0.00	0.00	1.81
WaterAdm	5.00%	1.71	0.00	0.10	0.00	0.00	1.81
Marj	work hours	34.25	0.00	0.00	0.00	0.00	34.25
Dept	Percent						
AdmSvs	50.00%	17.13	0.00	0.00	0.00	0.00	
SewerAdm	7.50%	2.57	0.00	0.00	0.00	0.00	
WaterAdm	7.50%	2.57	0.00	0.00	0.00	0.00	
Park Wages	35.00%	11.99	0.00	0.00	0.00	0.00	
Harry	work hours	21.75					21.75
Dept	Percent						
Park	30.00%	6.53					
Street	35.00%	7.61					
FacMaint	35.00%	7.61					
Jerry	work hours	36.50	0.00	0.00	0.00	0.00	36.50
Dept	Percent						
Streets	10.00%	3.65	0.00	0.00	0.00	0.00	
Sewer	70.00%	25.55	0.00	0.00	0.00	0.00	
Water	20.00%	7.30	0.00	0.00	0.00	0.00	
Kevin	work hours	40.00	4.00	0.00	0.00	0.00	44.00
Dept	Percent						
Park	20.00%	8.00	0.80	0.00	0.00	0.00	
Sewer	10.00%	4.00	0.40	0.00	0.00	0.00	
Water	10.00%	4.00	0.40	0.00	0.00	0.00	
Streets	60.00%	24.00	2.40	0.00	0.00	0.00	

Totals

	Reg	OT	Vacation	Holiday	Sick	
Lori	**68.25**	**0.00**	**2.00**	**4.00**	**0.00**	74.25
Dept						
C/T	**58.01**	**0.00**	**1.70**	**3.40**	**0.00**	63.11
SewerAdm	**3.41**	**0.00**	**0.10**	**0.20**	**0.00**	3.71
Election Adm	**3.41**	**0.00**	**0.10**	**0.20**	**0.00**	3.71
WaterAdm	**3.41**	**0.00**	**0.10**	**0.20**	**0.00**	3.71
Marj	**69.8**	**0**	**0**	**4**	**0**	73.75
Dept						
AdmSvs	**34.88**	**0.00**	**0.00**	**2.00**	**0.00**	36.88
SewerAdm	**5.23**	**0.00**	**0.00**	**0.30**	**0.00**	5.53
WaterAdm	**5.23**	**0.00**	**0.00**	**0.30**	**0.00**	5.53
Park Wages	**24.41**	**0.00**	**0.00**	**1.40**	**0.00**	25.81
Harry	**42**					42.00
Dept						
Park	**12.60**		**0.00**	**0.00**	**0.00**	12.60
Street	**14.70**		**0.00**	**0.00**	**0.00**	14.70
FacMaint	**14.70**		**0.00**	**0.00**	**0.00**	14.70
Jerry	**76.5**	**2.25**	**0**	**4**	**0**	82.75
Dept						
Streets	**7.65**	**0.23**	**0.00**	**0.40**	**0.00**	8.28
Sewer	**53.55**	**1.58**	**0.00**	**2.80**	**0.00**	57.93
Water	**15.30**	**0.45**	**0.00**	**0.80**	**0.00**	16.55
Kevin	**76**	**4**	**0**	**4**	**0**	84.00
Dept						
Park	**15.20**	**0.80**	**0.00**	**0.80**	**0.00**	16.80
Sewer	**7.60**	**0.40**	**0.00**	**0.40**	**0.00**	8.40
Water	**7.60**	**0.40**	**0.00**	**0.40**	**0.00**	8.40
Streets	**45.60**	**2.40**	**0.00**	**2.40**	**0.00**	50.40