

Summary Report.TA - No distribution

Report Date: 05/14/2026

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

Report Time: 11:14:16 AM

04/27/2026 - 05/10/2026 [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 Hours	Reg Hours	Total Hrs
LOC: 1 [Village of Ridgeway]											
DEPT: PD [Police]											
GORHAM, MICHAEL [PD011]		65.25		-0.25		8.00	7.00				80.00
PD [Police] Total:		65.25	0.00	-0.25	0.00	8.00	7.00	0.00		0.00	80.00
<i>Head Count:</i>											1
1 [Village of Ridgeway] Total:		65.25	0.00	-0.25	0.00	8.00	7.00	0.00		0.00	80.00
<i>Head Count:</i>											1
Grand Total:		65.25	0.00	-0.25	0.00	8.00	7.00	0.00		0.00	80.00
<i>Head Count:</i>											1

END OF REPORT

Summary Report.TA - No distribution

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/04/2026

04/27/2026 - 05/03/2026 [7 days]

Report Time: 12:26:59 PM

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

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/27/2026 Mon	201 [POW]	03:30PM*	09:30PM*	6.000000		6.00
04/28/2026 Tue	204 [POV]			2.000000		2.00
04/29/2026 Wed	201 [POW]	03:45PM*	10:25PM*	6.750000		6.75
04/30/2026 Thu	201 [POW]	02:35PM	10:40PM	8.250000		8.25
05/01/2026 Fri	201 [POW]	11:51AM	04:00PM*	4.250000		
	201 [POW]	06:00PM*	10:00PM*	4.000000		8.25
05/02/2026 Sat	201 [POW]	04:00PM*	10:00PM*	6.000000		6.00
05/03/2026 Sun	201 [POW]	11:00AM*	12:00PM*	1.000000		
	201 [POW]	02:50PM*	05:30PM*	2.750000		3.75

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					120.00		2.00		118.00
3 [SICK]					18.50	4.00			22.50
6 [FH]									8.00
201 [POW]	1[UNUSED]	39.00		39.00					
204 [POV]	1[UNUSED]	2.00		2.00					
TOTALS		41.00		41.00	138.50	4.00	2.00		148.50

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/11/2026

05/04/2026 - 05/10/2026 [7 days]

Report Time: 4:16:55 PM

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

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
05/04/2026 Mon	207 [POFH]			8.0000000		8.00
05/05/2026 Tue	201 [POW]	01:54PM	08:00PM*	6.0000000		6.00
05/06/2026 Wed	201 [POW]	02:44PM	10:18PM	7.5000000		7.50
05/08/2026 Fri	201 [POW]	06:53PM	10:34PM	3.5000000		3.50
05/09/2026 Sat	204 [POV]			5.0000000		
	201 [POW]	06:44PM	07:50PM	1.0000000		6.00
05/10/2026 Sun	201 [POW]	09:51AM	06:00PM*	8.2500000		8.00
	208 [PADJ]			-0.2500000		8.00

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					118.00		5.00		113.00
3 [SICK]									22.50
6 [FH]					8.00		8.00		
201 [POW]	1[UNUSED]	26.25		26.25					
204 [POV]	1[UNUSED]	5.00		5.00					
207 [POFH]	1[UNUSED]	8.00		8.00					
208 [PADJ]	1[UNUSED]	-0.25		-0.25					
TOTALS		39.00		39.00	126.00		13.00		135.50

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
 Employee Signature

X _____
 Supervisor Signature

Work log hours for timesheet allocations per 2026 budget

04/27/2026-05/03/2026								05/04/2026-05/10/2026								Totals							
Reg		OT	Vacation	Holiday	Sick			Reg		OT	Vacation	Holiday	Sick			Reg	OT	Vacation	Holiday	Sick			
work hours		37.75	0.00	0.00	0.00	0.00	37.75	work hours		40.00	2.50	0.00	0.00	0.00	42.50	Lori	77.75	2.50	0.00	0.00	0.00	80.25	
Dept	Percent							Dept	Percent							Dept							
C/T	87.00%	32.84	0.00	0.00	0.00	0.00		C/T	87.00%	34.80	2.18	0.00	0.00	0.00		C/T	67.64	2.18	0.00	0.00	0.00	69.82	
Election Adm	3.00%	1.13	0.00	0.00	0.00	0.00		Election Adm	3.00%	1.20	0.08	0.00	0.00	0.00		Election Adm	2.33	0.08	0.00	0.00	0.00	2.41	
C/T/E Total	90.00%	33.98	0.00	0.00	0.00	0.00		C/T/E Total	90.00%	36.00	2.25	0.00	0.00	0.00		C/T/E Total	69.98	2.25	0.00	0.00	0.00	72.23	
SewerAdm	5.00%	1.89	0.00	0.00	0.00	0.00		SewerAdm	5.00%	2.00	0.13	0.00	0.00	0.00		SewerAdm	3.89	0.13	0.00	0.00	0.00	4.01	
WaterAdm	5.00%	1.89	0.00	0.00	0.00	0.00		WaterAdm	5.00%	2.00	0.13	0.00	0.00	0.00		WaterAdm	3.89	0.13	0.00	0.00	0.00	4.01	
work hours		35.25	0.00	0.00	0.00	1.00	36.25	work hours		37.50	0.00	0.00	0.00	0.00	37.50	Marj	72.75	0	0	0	1.00	73.75	
Dept	Percent							Dept	Percent							Dept							
AdmSvs	65.00%	22.91	0.00	0.00	0.00	0.65		AdmSvs	65.00%	24.38	0.00	0.00	0.00	0.00		AdmSvs	47.29	0.00	0.00	0.00	0.65	47.94	
SewerAdm	5.00%	1.76	0.00	0.00	0.00	0.05		SewerAdm	5.00%	1.88	0.00	0.00	0.00	0.00		SewerAdm	3.64	0.00	0.00	0.00	0.05	3.69	
WaterAdm	5.00%	1.76	0.00	0.00	0.00	0.05		WaterAdm	5.00%	1.88	0.00	0.00	0.00	0.00		WaterAdm	3.64	0.00	0.00	0.00	0.05	3.69	
Park Wages	25.00%	8.81	0.00	0.00	0.00	0.25		Park Wages	25.00%	9.38	0.00	0.00	0.00	0.00		Park Wages	18.19	0.00	0.00	0.00	0.25	18.44	
work hours		20.25					20.25	work hours		16.25					16.25	Harry	0					36.50	
Dept	Percent							Dept	Percent							Dept							
Park	28.00%	5.67						Park	28.00%	4.55						Park	10.22		0.00	0.00	0.00	10.22	
Sewer	1.00%	0.20						Sewer	1.00%	0.16						Sewer	0.37		0.00	0.00	0.00	0.37	
Water	2.00%	0.41						Water	2.00%	0.33						Water	0.73		0.00	0.00	0.00	0.73	
Street	43.00%	8.71						Street	43.00%	6.99						Street	15.70		0.00	0.00	0.00	15.70	
FacMaint	26.00%	5.27						FacMaint	26.00%	4.23						FacMaint	9.49		0.00	0.00	0.00	9.49	
work hours		40.00	4.00	0.00	0.00	0.00	44.00	work hours		40.00	4.75	0.00	0.00	0.00	44.75	Lamont	80.00	8.75	0	0	0	88.75	
Dept	Percent							Dept	Percent							Dept							
Streets	6.00%	2.40	0.24	0.00	0.00			Streets	6.00%	2.40	0.29	0.00	0.00	0.00		Streets	4.80	0.53	0.00	0.00	0.00	5.33	
Sewer	72.00%	28.80	2.88	0.00	0.00			Sewer	72.00%	28.80	3.42	0.00	0.00	0.00		Sewer	57.60	6.30	0.00	0.00	0.00	63.90	
Water	22.00%	8.80	0.88	0.00	0.00			Water	22.00%	8.80	1.05	0.00	0.00	0.00		Water	17.60	1.93	0.00	0.00	0.00	19.53	
work hours		40.00	1.50	0.00	0.00	0.00	41.50	work hours		40.00	2.50	0.00	0.00	0.00	42.50	Kevin	80	4	0	0	0	84.00	
Dept	Percent							Dept	Percent							Dept							
Park	20.00%	8.00	0.30	0.00	0.00	0.00		Park	20.00%	8.00	0.50	0.00	0.00	0.00		Park	16.00	0.80	0.00	0.00	0.00	16.80	
Sewer	5.00%	2.00	0.08	0.00	0.00	0.00		Sewer	10.00%	4.00	0.25	0.00	0.00	0.00		Sewer	6.00	0.33	0.00	0.00	0.00	6.33	
Water	5.00%	2.00	0.08	0.00	0.00	0.00		Water	10.00%	4.00	0.25	0.00	0.00	0.00		Water	6.00	0.33	0.00	0.00	0.00	6.33	
Streets	70.00%	28.00	1.05	0.00	0.00	0.00		Streets	60.00%	24.00	1.50	0.00	0.00	0.00		Streets	52.00	2.55	0.00	0.00	0.00	54.55	
		173.25	5.50	0.00	0.00	1.00				173.75	9.75	0.00	0.00	0.00				347.00	15.25	0.00	0.00	1.00	

Time Distribution Report.LC - Allocation of hours

Report Date: 05/14/2026

Primary Sort By: Employee;DEPT(G2)

Report Time: 10:38:08 AM

04/27/2026 - 05/03/2026 [7 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
Employee: AD001 [PHELAN, LORI L]				
AD [General Admin]	501[TRW]	11.00	0.00	11.00
AD [General Admin]	511[CW]	25.25	0.00	25.25
EL [ADMIN-ELECTION]	551[ECW]	1.50	0.00	1.50
AD001 [PHELAN, LORI L] Total:		37.75	0.00	37.75
Employee: AD005 [RINIKER, MARJORIE]				
AD [General Admin]	701[ADSW]	25.75	0.00	25.75
AD [General Admin]	705[ADSK]	1.00	0.00	1.00
PA [Parks]	101[PAW]	1.00	0.00	1.00
SE [Sewer]	305[SADW]	4.25	0.00	4.25
WA [Water]	605[WADW]	4.25	0.00	4.25
AD005 [RINIKER, MARJORIE] Total:		36.25	0.00	36.25
Employee: PW003 [JOHNSON, HARRY]				
FM [FACILITES MAINTENANCE]	611[FMW]	7.75	0.00	7.75
PA [Parks]	101[PAW]	12.50	0.00	12.50
PW003 [JOHNSON, HARRY] Total:		20.25	0.00	20.25
Employee: PW007 [LARKINS, LAMONT]				
PA [Parks]	101[PAW]	3.00	0.00	3.00
SE [Sewer]	301[SEW]	23.50	2.00	25.50
WA [Water]	601[WAW]	13.50	2.00	15.50
PW007 [LARKINS, LAMONT] Total:		40.00	4.00	44.00
Employee: SP004 [MECKLEY, KEVIN]				
PA [Parks]	101[PAW]	23.00	0.00	23.00
SE [Sewer]	301[SEW]	4.00	0.00	4.00
ST [Streets]	401[STW]	11.50	0.00	11.50
WA [Water]	601[WAW]	1.50	1.50	3.00
SP004 [MECKLEY, KEVIN] Total:		40.00	1.50	41.50
Grand Totals:		174.25	5.50	179.75

END OF REPORT

Time Distribution Report.LC - Allocation of hours

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/04/2026

04/27/2026 - 05/03/2026 [7 days]

Report Time: 8:59:43 AM

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
04/27/2026 Mon	511 [CW]	07:56AM	12:25PM	4.500000		9.00
	511 [CW]	01:03PM	05:25PM	4.500000		
04/28/2026 Tue	511 [CW]	07:33AM	12:03PM	4.500000		8.00
	511 [CW]	12:57PM	04:30PM	3.500000		
04/29/2026 Wed	511 [CW]	07:58AM	12:42PM	4.750000		8.00
	511 [CW]	01:34PM	04:39PM	3.250000		
04/30/2026 Thu	511 [CW]	07:39AM	04:54PM	9.250000		9.25
05/02/2026 Sat	511 [CW]	01:15PM*	04:45PM*	3.500000		3.50

Summary - AD001 [PHELAN, LORI L]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									130.50
3 [SICK]					82.75	4.00			86.75
6 [FH]									8.00
511 [CW]	1[UNUSED]	37.75		37.75					
TOTALS		37.75		37.75	82.75	4.00			225.25

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Lori L. Phelan

Employee Signature

x _____

Supervisor Signature

Lori Phelan

04/27/2026-05/03/2026	Monday	Tuesday	Wednesday	Thursday	Sunday	Total hrs
Clerk						
Agendas	1	0.75	1			2.75
Minutes		1				1
Licensing	0.5	0.25	0.5	1.5		2.75
Timesheets & allocations	2	2.5				4.5
Miscellaneous-Emails, Phone calls	1.25	1	3.5	5.25		11
Ordinances						0
BOT/Comm Meeting-preparation, attend, wrap up & follow up. Social media & website updates	2.25		1			3.25
Holiday						0
Vacation						0
Sick						0
						0
Daily totals	7	5.5	6	6.75	0	
						Clerk Totals 25.25
Treasurer						
Invoices, CC receipts	1		1			2
Deposits				0.5		0.5
Payroll-taxes, reports, WRS, W-2		1				1
Bank/CC reconciliation	0.5		1			1.5
Property Tax				2		2
Miscellaneous-Bank transfers, Auditor, resident questions, concession stand	0.5				3.5	4
Holiday						0
Vacation						0
Sick						0
Daily totals	2	1	2	2.5	3.5	
						Treasurer Totals 11
Utility						
Customer inquiry						0
Billing & receipting						0
SEWER only-spec project						0
WATER only-spec project						0
Miscellaneous-Forms, HeyGov, Final reads, Title Co.						0
Daily totals	0	0	0	0	0	
						Sewer total 0
						Water total 0
Election						
WisVote, election admin, notices		1.5				1.5
Voter maintenance-Registrations, absentee-requests						0
Pollworkers-scheduling, training						0
Miscellaneous						0
Daily totals	0	1.5	0	0	0	
						Election Totals 1.5
Daily totals	9	8	8	9.25	3.5	37.75

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/14/2026

04/27/2026 - 05/03/2026 [7 days]

Report Time: 11:08:52 AM

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
04/27/2026 Mon	701 [ADSW]	07:43AM	02:11PM	6.5000000		8.00
	701 [ADSW]	03:00PM	04:29PM	1.5000000		
04/28/2026 Tue	701 [ADSW]	07:47AM	01:30PM	5.7500000		8.00
	701 [ADSW]	02:16PM	04:32PM	2.2500000		
04/29/2026 Wed	705 [ADSK]			1.0000000		6.75
	701 [ADSW]	10:41AM	04:31PM	5.7500000		
04/30/2026 Thu	701 [ADSW]	07:45AM	04:54PM	9.2500000		9.25
05/01/2026 Fri	701 [ADSW]	07:45AM	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
2 [VACA]									72.00
3 [SICK]					29.25	4.00	1.00		32.25
6 [FH]									8.00
701 [ADSW]	1[UNUSED]	35.25		35.25					
705 [ADSK]	1[UNUSED]	1.00		1.00					
TOTALS		36.25		36.25	29.25	4.00	1.00		112.25

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Marj Riniker
Employee Signature

x _____
Supervisor Signature

Marj Riniker

Week of

4/13/2026	Monday	Tuesday	Wednesday	Thursday	Friday	Total hrs
Admin/Deputy						
Licences	1			T	1	2
Invoices	1	1		R	1	3
Library/Comm Ctr (assist custs, plan events, rentals, room set ups, etc)	0.5	1		A		1.5
Social Media (create content, monitor accts, posting)	1.5	1		I	0.25	2.75
Misc office work (filing/copies/phone/Cus t Asst/ reports/ projects)	2	1.5	2.75	N	1	7.25
meetings - inperson or online				9.25		9.25
Clerk/treasurer						0
grant work				I		0
Property tax				N		0
Elections				G		0
PTO			1			1
Daily totals	6	4.5	3.75	9.25	3.25	26.75
Admin/Deputy Totals						26.75
Park/Rec						
Event work	1					1
Meetings/prep						0
Social Media						0
Daily totals	1	0	0	0	0	
Park/Rec Totals						1
Utility						
Billing/rcptg/meters	1	3.5	3		1	8.5
Water only						0
Sewer only						0
Daily totals	1	3.5	3	0	1	
Utility Totals						8.5
Daily totals	8	8	6.75	9.25	4.25	
Total hours						36.25

5.75

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/04/2026

04/27/2026 - 05/03/2026 [7 days]

Report Time: 8:59:43 AM

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
04/27/2026 Mon	401 [STW]	07:59AM	11:30AM	3.500000		3.50
04/28/2026 Tue	401 [STW]	08:01AM	12:18PM	4.250000		4.25
04/29/2026 Wed	401 [STW]	08:01AM	12:14PM	4.250000		4.25
04/30/2026 Thu	401 [STW]	08:01AM	12:10PM	4.250000		4.25
05/01/2026 Fri	401 [STW]	07:59AM	11:59AM	4.000000		4.00

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]	20.25		20.25					
TOTALS		20.25		20.25					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Harry Johnson*
Employee Signature

x *[Signature]*
Supervisor Signature

Mon 4/27 Cleared bath rooms, swept gym floor, worked at ACC
 Tues 4/28 worked at ACC, stained benches for garden club, took inventory of concession stand
 Wed 4/29 cleared cooler racks at concession stand
 Thurs 4/30 Cleared cooler floor of Hall & mopped, closed ACC
 Fri 5/1 washed can holders & took to the concession stand, cleared kitchen emptied garbage

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/04/2026

04/27/2026 - 05/03/2026 [7 days]

Report Time: 8:59:43 AM

PW007 [LARKINS, LAMONT]			
Employee ID	PW007	DEPT(G2)	PW
Pay Type	3	Last Name	LARKINS
Pay Policy	300	First Name	LAMONT

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
04/27/2026 Mon	301 [SEW]	06:01AM	12:22PM	6.2500000		10.75
	301 [SEW]	12:51PM	05:22PM	4.5000000		
04/28/2026 Tue	301 [SEW]	05:58AM	12:30PM	6.5000000		8.00
	301 [SEW]	01:00PM	02:36PM	1.5000000		
04/29/2026 Wed	301 [SEW]	06:01AM	11:34AM	5.5000000		8.00
	301 [SEW]	12:04PM	02:34PM	2.5000000		
04/30/2026 Thu	301 [SEW]	06:12AM	11:30AM	5.2500000		8.00
	301 [SEW]	11:59AM	02:45PM	2.7500000		
05/01/2026 Fri	301 [SEW]	06:03AM	12:11PM	5.2500000	1.0000000	9.25
	301 [SEW]	12:37PM	03:48PM		3.0000000	

Summary - PW007 [LARKINS, LAMONT]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									72.00
3 [SICK]					36.00	4.00			40.00
6 [FH]									
301 [SEW]	1[UNUSED]	40.00	4.00	44.00					
TOTALS		40.00	4.00	44.00	36.00	4.00			112.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 

Employee Signature

X _____

Supervisor Signature

Lamont

April 27 – May3 2026	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total hrs	
Water									
Weekend rounds								0	
Meter replacement, Locates					1			1	
Daily Operations	2	2	2	2	3.25			11.25	
Board Meeting								0	
Meeting	1.375							1.375	
Miscellaneous								0	
Vacation								0	
Sick								0	
Holiday								0	
Daily totals	3.375	2	2	2	4.25	0	0		
								Water Totals	13.625
Sewer									
Weekend rounds								0	
Meter replacement, Locates								0	
Daily Operations	6	5	6	4	5			26	
Board Meeting								0	
Meeting	1.375							1.375	
Miscellaneous								0	
Vacation								0	
Sick								0	
Holiday								0	
Daily totals	7.375	5	6	4	5	0	0		
								Sewer Totals	27.375
Streets									
Brush pick-up, change garbage								0	
Equipment logs, shop work								0	
Mowing								0	
								0	
Miscellaneous								0	
Daily totals	0	0	0	0	0	0	0		
								Streets Total	0
Parks									
P & R Meeting								0	
Garbage, clean up		1		2				3	
Mowing								0	
Daily totals	0	1	0	2	0	0	0		
								Parks Total	3
Plowing									
Plow, salt and sidewalk clean-up								0	
Daily totals	0	0	0	0	0	0	0		
								Plowing Totals	0
Daily totals	10.75	8	8	8	9.25	0	0		
								Total hours	44

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/04/2026

04/27/2026 - 05/03/2026 [7 days]

Report Time: 8:59:43 AM

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
04/27/2026 Mon	401 [STW]	07:00AM	12:20PM	5.2500000		9.50
	401 [STW]	12:50PM	05:04PM	4.2500000		
04/28/2026 Tue	401 [STW]	06:00AM	11:01AM	5.0000000		8.00
	401 [STW]	11:31AM	02:30PM	3.0000000		
04/29/2026 Wed	401 [STW]	07:00AM	11:50AM	4.7500000		8.00
	401 [STW]	12:20PM	03:30PM	3.2500000		
04/30/2026 Thu	401 [STW]	07:00AM	11:30AM	4.5000000		8.00
	401 [STW]	12:00PM	03:30PM	3.5000000		
05/01/2026 Fri	401 [STW]	07:00AM	11:00AM	4.0000000		4.00
05/02/2026 Sat	301 [SEW]	09:17AM	11:17AM*	2.0000000		2.00
05/03/2026 Sun	601 [WAW]	09:36AM	11:36AM*	0.5000000	1.5000000	2.00

Summary - SP004 [MECKLEY, KEVIN]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									52.00
3 [SICK]					52.00	4.00			56.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	2.00		2.00					
401 [STW]	1[UNUSED]	37.50		37.50					
601 [WAW]	1[UNUSED]	0.50	1.50	2.00					
TOTALS		40.00	1.50	41.50	52.00	4.00			116.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 

Employee Signature

X 

Supervisor Signature

Kevin Meckley

April 27th - May 3rd 2026

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total hrs
Water								
Weekend rounds						1	1	2
Meter replacement, Locates					1			1
Locate								0
								0
Vacation								0
Sick								0
Holiday								0
Daily totals	0	0	0	0	1	1	1	
Water Totals								3
Sewer								
Weekend rounds						1	1	2
Meter reeding		1						1
Fixed UV lights - Spayed weeds								0
Samples		1						1
Weed trimming								0
Vacation								0
Sick								0
Holiday								0
Daily totals	0	2	0	0	0	1	1	
Sewer Totals								4
Streets								
Board Meeting								0
Shop work	7			2				9
151/HHH meeting	1.5							1.5
Steering committee meeting	1							1
								0
								0
								0
								0
Vacation								0
Sick								0
Holiday								0
Daily totals	9.5	0	0	2	0	0	0	
Streets Total								11.5
Parks								
P & R Meeting								0
Mowed		5	6	6	3			20
Opened Bathrooms and con. stand		1						1
Cleaned bathrooms			2					2
Sick								0
Holiday								0
Daily totals	0	6	8	6	3	0	0	
Parks Total								23
Plowing								
Plow, salt and sidewalk clean-up								0
Daily totals	0	0	0	0	0	0	0	
Plowing Totals								0
Daily totals	9.5	8	8	8	4	2	2	
Total hours								41.5

Time Distribution Report.LC - Allocation of hours

Report Date: 05/14/2026

Report Time: 11:03:51 AM

Primary Sort By: Employee;DEPT(G2)

05/04/2026 - 05/10/2026 [7 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
Employee: AD001 [PHELAN, LORI L]				
AD [General Admin]	501[TRW]	9.25	0.00	9.25
AD [General Admin]	511[CW]	29.75	2.50	32.25
EL [ADMIN-ELECTION]	551[ECW]	0.50	0.00	0.50
SE [Sewer]	305[SADW]	0.25	0.00	0.25
WA [Water]	605[WADW]	0.25	0.00	0.25
AD001 [PHELAN, LORI L] Total:		40.00	2.50	42.50
Employee: AD005 [RINIKER, MARJORIE]				
AD [General Admin]	701[ADSW]	25.00	0.00	25.00
PA [Parks]	101[PAW]	7.50	0.00	7.50
SE [Sewer]	305[SADW]	2.50	0.00	2.50
WA [Water]	605[WADW]	2.50	0.00	2.50
AD005 [RINIKER, MARJORIE] Total:		37.50	0.00	37.50
Employee: PW003 [JOHNSON, HARRY]				
FM [FACILITES MAINTENANCE]	611[FMW]	7.25	0.00	7.25
PA [Parks]	101[PAW]	6.00	0.00	6.00
ST [Streets]	401[STW]	3.00	0.00	3.00
PW003 [JOHNSON, HARRY] Total:		16.25	0.00	16.25
Employee: PW007 [LARKINS, LAMONT]				
SE [Sewer]	301[SEW]	18.75	2.75	21.50
ST [Streets]	401[STW]	13.25	0.00	13.25
WA [Water]	601[WAW]	8.00	2.00	10.00
PW007 [LARKINS, LAMONT] Total:		40.00	4.75	44.75
Employee: SP004 [MECKLEY, KEVIN]				
PA [Parks]	101[PAW]	16.00	0.00	16.00
ST [Streets]	401[STW]	24.00	2.50	26.50
SP004 [MECKLEY, KEVIN] Total:		40.00	2.50	42.50
Grand Totals:		173.75	9.75	183.50

END OF REPORT

Time Distribution Report.LC - Allocation of hours

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/11/2026

05/04/2026 - 05/10/2026 [7 days]

Report Time: 8:11:40 AM

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
05/04/2026 Mon	511 [CW]	08:06AM	12:30PM	4.5000000		10.50
	511 [CW]	01:59PM	08:02PM	6.0000000		
05/05/2026 Tue	511 [CW]	08:05AM	12:04PM	4.0000000		7.25
	511 [CW]	01:14PM	04:31PM	3.2500000		
05/06/2026 Wed	511 [CW]	08:07AM	12:14PM	4.2500000		8.75
	511 [CW]	01:06PM	04:26PM	3.5000000		
	511 [CW]	05:10PM*	06:14PM*	1.0000000		
05/07/2026 Thu	511 [CW]	08:00AM*	04:46PM	8.7500000		8.75
05/08/2026 Fri	511 [CW]	08:30AM*	03:45PM*	4.7500000	2.5000000	7.25

Summary - AD001 [PHELAN, LORI L]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									130.50
3 [SICK]									86.75
6 [FH]									8.00
511 [CW]	1[UNUSED]	40.00	2.50	42.50					
TOTALS		40.00	2.50	42.50					225.25

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Lori L. Phelan

Employee Signature

x _____

Supervisor Signature

Lori Phelan

05/04/2026-05/10/2026	Monday	Tuesday	Wednesday	Thursday	Friday	Total hrs
Clerk						
Agendas	1.25	0.5	2.25			4
Minutes	1					1
Licensing						0
Timesheets & allocations	0.5					0.5
Miscellaneous-Emails, Phone calls	2.75	1.5	1.75			6
Ordinances						0
BOT/Comm Meeting-preparation, attend, wrap up & follow up. Social media & website updates	2.25	1	0.5			3.75
Training/Conference			1	8.75	7.25	17
Holiday						0
Vacation						0
Sick						0
Daily totals	7.75	3	5.5	8.75	7.25	
	Clerk Totals					32.25
Treasurer						
Invoices, CC receipts	0.5	0.5	1			2
Deposits	0.5					0.5
Payroll-taxes, reports, WRS, W-2			0.5			0.5
Bank/CC reconciliation	0.5	3.25	1.25			5
Property Tax						0
Miscellaneous-Bank transfers, Auditor, resident questions	1.25					1.25
Training/Conference						0
Holiday						0
Vacation						0
Sick						0
Daily totals	2.75	3.75	2.75	0	0	
	Treasurer Totals					9.25
Utility						
Customer inquiry			0.5			0.5
Billing & receipting						0
SEWER only-spec project						0
WATER only-spec project						0
Miscellaneous-Forms, HeyGov, Final reads, Title Co.						0
Daily totals	0	0	0.5	0	0	
	Sewer total					0.25
	Water total					0.25
Election						
WisVote, election admin, notices						0
Voter maintenance-Registrations, absentee-requests		0.5				0.5
Pollworkers-scheduling, training						0
Miscellaneous						0
Daily totals	0	0.5	0	0	0	
	Election Totals					0.5
Daily totals	10.5	7.25	8.75	8.75	7.25	
	Total hours					42.5

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/11/2026

05/04/2026 - 05/10/2026 [7 days]

Report Time: 8:11:41 AM

AD005 [RINIKER, MARJORIE]

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

Time Card

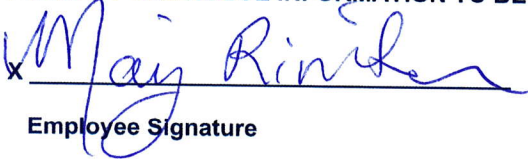
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
05/04/2026 Mon	701 [ADSW]	07:53AM	02:02PM	6.0000000		7.75
	701 [ADSW]	02:46PM	04:31PM	1.7500000		
05/05/2026 Tue	701 [ADSW]	07:50AM	01:27PM	5.7500000		10.75
	701 [ADSW]	02:21PM	04:30PM*	2.2500000		
	701 [ADSW]	06:14PM*	08:55PM*	2.7500000		
05/06/2026 Wed	701 [ADSW]	07:59AM	01:26PM	5.5000000		7.50
	701 [ADSW]	02:26PM	04:30PM	2.0000000		
05/07/2026 Thu	701 [ADSW]	07:46AM	01:08PM	5.5000000		7.50
	701 [ADSW]	02:08PM	04:19PM	2.0000000		
05/08/2026 Fri	701 [ADSW]	07:55AM	11:58AM	4.0000000		4.00

Summary - AD005 [RINIKER, MARJORIE]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									72.00
3 [SICK]									32.25
6 [FH]									8.00
701 [ADSW]	1[UNUSED]	37.50		37.50					

TOTALS		37.50		37.50					112.25
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I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

Marj Riniker

Week of

5/4/2026	Monday	Tuesday	Wednesday	Thursday	Friday	Total hrs
Admin/Deputy						
Licences	0.5		0.5	0.25	0.5	1.75
Invoices	3	2.5	2	1.5		9
Library/Comm Ctr (assist custs, plan events, rentals, room set ups, etc)	0.5	0.25	0.5	0.5		1.75
Social Media (create content, moniter accts, posting)	0.5	1	1	1	0.5	4
Misc office work (filing/copies/phone/Cus t Asst/ reports/ projects)	2.25	2.5	1	1.75	0.5	8
meetings - inperson or online		0.5				0.5
Clerk/treasurer						0
grant work						0
Property tax						0
Elections						0
PTO						0
Daily totals	6.75	6.75	5	5	1.5	25
Admin/Deputy Totals						25
Park/Rec						
Event work				1	1.5	2.5
Meetings/prep		3	1.5	0.5		5
Social Media						0
Daily totals	0	3	1.5	1.5	1.5	
Park/Rec Totals						7.5
Utility						
Billing/rcptg/meters	1	1	1	1	1	5
Water only						0
Sewer only						0
Daily totals	1	1	1	1	1	
Utility Totals						5
Daily totals	7.75	10.75	7.5	7.5	4	
Total hours						37.5

Employee Timecard - LPHELAN-07/27/2015

05/04/2026 - 05/10/2026 [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
05/05/2026 Tue	401 [STW]	08:02AM	12:04PM	4.0000000		4.00
05/06/2026 Wed	401 [STW]	08:06AM	12:06PM	4.0000000		4.00
05/07/2026 Thu	401 [STW]	08:02AM	12:18PM	4.2500000		4.25
05/08/2026 Fri	401 [STW]	08:01AM	11:58AM	4.0000000		4.00

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]	16.25		16.25					
TOTALS		16.25		16.25					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Harry Johnson*
Employee Signature

x *[Signature]*
Supervisor Signature

Tue 5/5 cleaned and arranged MP room, repaired book case
 repaired recliner, emptied garbage work at REC
 Wed 5/6 cleaned and mopped bathrooms, emptied garbage around village
 Thurs 5/7 Mopped floor in MP room, dragged both ball fields
 Fri 5/8 emptied garbage at REC, cleaned outside of cooler at concession stand, replaced light bulbs in storage room

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/11/2026

05/04/2026 - 05/10/2026 [7 days]

Report Time: 8:11:41 AM

PW007 [LARKINS, LAMONT]

Employee ID	PW007	DEPT(G2)	PW	Pay Policy	300
Pay Type	3	Last Name	LARKINS	First Name	LAMONT


Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
05/04/2026 Mon	301 [SEW]	05:56AM	12:07PM	6.0000000		8.00
	301 [SEW]	12:35PM	02:35PM	2.0000000		
05/05/2026 Tue	301 [SEW]	05:27AM	12:01PM	6.5000000		8.75
	301 [SEW]	12:28PM	02:49PM	2.2500000		
05/06/2026 Wed	301 [SEW]	05:57AM	12:00PM	6.0000000		8.50
	301 [SEW]	12:30PM	03:03PM	2.5000000		
05/07/2026 Thu	301 [SEW]	06:15AM	11:36AM	5.2500000		8.00
	301 [SEW]	12:05PM	02:45PM	2.7500000		
05/08/2026 Fri	301 [SEW]	06:03AM	11:31AM	5.5000000		7.50
	301 [SEW]	12:01PM	02:01PM	1.2500000	0.7500000	
05/09/2026 Sat	301 [SEW]	09:05AM	11:05AM*		2.0000000	2.00
05/10/2026 Sun	601 [WAW]	07:58AM	09:58AM*		2.0000000	2.00

Summary - PW007 [LARKINS, LAMONT]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									72.00
3 [SICK]									40.00
6 [FH]									
301 [SEW]	1[UNUSED]	40.00	2.75	42.75					
601 [WAW]	1[UNUSED]		2.00	2.00					
TOTALS		40.00	4.75	44.75					112.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 

Employee Signature

X _____

Supervisor Signature

Lamont

May4-10 2026	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total hrs
Water								
Weekend rounds								0
Meter replacement, Locates								0
Daily Operations	2	1	1	2	2	1	1	10
Board Meeting								0
Meeting								0
Miscellaneous								0
Vacation								0
Sick								0
Holiday								0
Daily totals	2	1	1	2	2	1	1	
Water Totals								10
Sewer								
Weekend rounds								0
Meter replacement, Locates								0
Daily Operations	3	3	2	6	5.5	1	1	21.5
Board Meeting								0
Meeting								0
Miscellaneous								0
Vacation								0
Sick								0
Holiday								0
Daily totals	3	3	2	6	5.5	1	1	
Sewer Totals								21.5
Streets								
Brush pick-up, change garbage	3							3
Equipment logs, shop work								0
Mowing								0
215 Main St.		4.75	5.5					10.25
Miscellaneous								0
Daily totals	3	4.75	5.5	0	0	0	0	
Streets Total								13.25
Parks								
P & R Meeting								0
Garbage, clean up								0
Mowing								0
Daily totals	0	0	0	0	0	0	0	
Parks Total								0
Plowing								
Plow, salt and sidewalk clean-up								0
Daily totals	0	0	0	0	0	0	0	
Plowing Totals								0
Daily totals	8	8.75	8.5	8	7.5	2	2	
Total hours								44.75



RIDGEWAY

208 Jarvis Street | Suite A | Ridgeway, WI 53582



Reimbursement Form

Fill out the form below completely. All receipts should be attached to the form and delivered to the clerk or emailed to clerk@ridgewaywi.gov

Date 5-7-26

Budget Category SEWER

Approver Name Treasurer / Board of Trustees

Submitted by LAMONT LARIBINS

Send Check to (name) PAYROLL REIMBURSEMENT

Address _____

City/State/Zip _____

Date	Description of Purchase	Amount
<u>4-22-26</u>	<u>5 PORT SWITCH</u>	<u>21.09</u>
	Total	
Date	Trip to/from	Miles
	Total Miles Driven	
Mileage reimbursement (2026 IRS Mileage Rate: \$0.725)		
Total Reimbursement-Receipt + Mileage		

Treasurer Use Only		
Check Number _____	Amount _____	Date _____
Budget Category _____		

Employee Timecard - LPHELAN-07/27/2015

Report Date: 05/11/2026

05/04/2026 - 05/10/2026 [7 days]


Report Time: 8:11:41 AM

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
05/04/2026 Mon	401 [STW]	07:00AM	12:05PM	5.0000000		8.00
	401 [STW]	12:35PM	03:30PM	3.0000000		
05/05/2026 Tue	401 [STW]	07:00AM	12:00PM	5.0000000		10.50
	401 [STW]	12:30PM	03:30PM	3.0000000		
05/06/2026 Wed	401 [STW]	06:16PM	08:47PM	2.5000000		8.00
	401 [STW]	07:00AM	12:00PM	5.0000000		
05/07/2026 Thu	401 [STW]	12:30PM	03:30PM	3.0000000		8.00
	401 [STW]	07:00AM	11:45AM	4.7500000		
05/08/2026 Fri	401 [STW]	12:15PM	03:30PM	3.2500000		8.00
	401 [STW]	07:00AM	12:00PM	5.0000000		
	401 [STW]	12:30PM	03:30PM	0.5000000	2.5000000	8.00

Summary - SP004 [MECKLEY, KEVIN]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									52.00
3 [SICK]									56.00
6 [FH]									8.00
401 [STW]	1[UNUSED]	40.00	2.50	42.50					
TOTALS		40.00	2.50	42.50					116.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X 
Supervisor Signature

Kevin Meckley

April 27th - May 3rd 2026

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total hrs	
Water									
Weekend rounds								0	
Meter replacement, Locates								0	
Locate								0	
Vacation								0	
Sick								0	
Holiday								0	
Daily totals	0	0	0	0	0	0	0		
								Water Totals	0
Sewer									
Weekend rounds								0	
Meter reeding								0	
Fixed UV lights - Spayed weeds								0	
Samples								0	
Weed trimming								0	
Vacation								0	
Sick								0	
Holiday								0	
Daily totals	0	0	0	0	0	0	0		
								Sewer Totals	0
Streets									
Board Meeting								0	
Shop work		3	3					6	
151/HHH meeting								0	
Steering committee meeting								0	
Hauled brush	4							4	
215 Main street		5	5					10	
Burned brush pile				3				3	
Put up signs					1			1	
Vacation								0	
Sick								0	
Holiday								0	
Daily totals	4	8	8	3	1	0	0		
								Streets Total	24
Parks									
P & R Meeting		2.25						2.25	
Mowed	4			5	7			16	
Opened Bathrooms and con. stand								0	
Cleaned bathrooms								0	
Sick								0	
Holiday								0	
Daily totals	4	2.25	0	5	7	0	0		
								Parks Total	18.25
Plowing									
Plow, salt and sidewalk clean-up								0	
Daily totals	0	0	0	0	0	0	0		
								Plowing Totals	0
Daily totals	8	10.25	8	8	8	0	0		
								Total hours	42.25

10.5

42.5