

### Employee Timecard - Hourly Distribution Report

Report Date: 05/22/2023

05/15/2023 - 05/21/2023 [7 days]

Report Time: 8:27:44 AM

<b>PD011 [GORHAM, MICHAEL]</b>			
Employee ID	PD011	DEPT(G2)	PD
Pay Type	1	Last Name	GORHAM
		Pay Policy	601
		First Name	MICHAEL

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/15/2023 Mon	205 [POP]	06:00PM*	11:00PM*	5.00	5.0000000	
05/16/2023 Tue	205 [POP]	02:00PM*	11:00PM*	9.00	9.0000000	
05/17/2023 Wed	206 [POG]	10:30AM*	08:30PM*			10.0000000
	205 [POP]	09:00PM*	10:00PM*	11.00	1.0000000	
05/18/2023 Thu	204 [POV]				8.0000000	
	205 [POP]	04:00PM*	08:30PM*	12.50	4.5000000	
05/19/2023 Fri	205 [POP]	02:30PM*	07:45PM*		5.2500000	
	206 [POG]	09:00PM*	10:00PM*			1.0000000
	205 [POP]	10:00PM*	02:00AM*	10.25	4.0000000	
05/20/2023 Sat	205 [POP]	06:00PM*	10:30PM*	4.50	4.5000000	

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					117.00		8.00		109.00
3 [SICK]									139.00
6 [FH]									8.00
204 [POV]	1[UNUSED]	8.00		8.00					
205 [POP]	1[UNUSED]	33.25		33.25					
206 [POG]	1[UNUSED]		11.00	11.00					
<b>TOTALS</b>		<b>41.25</b>	<b>11.00</b>	<b>52.25</b>	<b>117.00</b>		<b>8.00</b>		<b>256.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
Employee Signature

X \_\_\_\_\_  
Supervisor Signature

Grant 10:30 - 8:30 p.m 5-17-2023

Grant 2100 - 2200 hrs - 5-19-2023  
9:00 - 10:00 p.m

11 hrs

### Employee Timecard - Hourly Distribution Report

Report Date: 05/30/2023

05/22/2023 - 05/28/2023 [7 days]

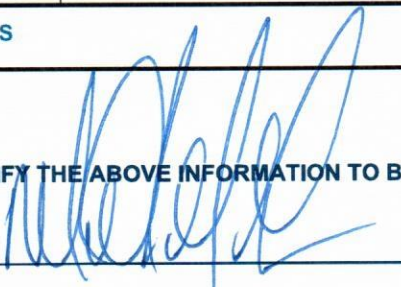
Report Time: 8:21:20 AM

<b>PD011 [GORHAM, MICHAEL]</b>					
Employee ID	PD011	DEPT(G2)	PD	Pay Policy	601
Pay Type	1	Last Name	GORHAM	First Name	MICHAEL

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/22/2023 Mon	205 [POP]	09:00AM*	11:00AM*		2.0000000	
	205 [POP]	06:30PM*	01:30AM*	9.00	7.0000000	
05/23/2023 Tue	205 [POP]	01:00PM*	06:15PM*		5.2500000	
	205 [POP]	09:30PM*	01:00AM*	8.75	3.5000000	
05/24/2023 Wed	205 [POP]	02:00PM*	12:00AM*	10.00	10.0000000	
05/26/2023 Fri	205 [POP]	10:00PM*	02:00AM*	4.00	4.0000000	
05/27/2023 Sat	205 [POP]	04:30PM*	02:30AM*	10.00	10.0000000	
05/28/2023 Sun	208 [PADJ]			-11.00	-11.0000000	

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									109.00
3 [SICK]									139.00
6 [FH]									8.00
205 [POP]	1[UNUSED]	41.75		41.75					
208 [PADJ]	1[UNUSED]	-11.00		-11.00					
<b>TOTALS</b>		<b>30.75</b>		<b>30.75</b>					<b>256.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
 Employee Signature

X \_\_\_\_\_  
 Supervisor Signature

### Employee Timecard - Hourly Distribution Report

05/15/2023 - 05/21/2023 [7 days]



<b>AD002 [ROESSLER, HAILEY]</b>			
Employee ID	AD002	DEPT(G2)	AD
Pay Type	3	Last Name	ROESSLER
Pay Policy	500	First Name	HAILEY

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/15/2023 Mon	501 [TRW]	07:55AM	12:06PM		4.0000000	
	501 [TRW]	01:00PM*	07:15PM*	10.25	6.2500000	
05/16/2023 Tue	501 [TRW]	08:03AM	12:15PM		4.2500000	
	501 [TRW]	01:13PM	05:02PM	8.00	3.7500000	
05/17/2023 Wed	501 [TRW]	08:04AM	12:02PM		4.0000000	
	501 [TRW]	12:27PM	04:32PM	8.00	4.0000000	
05/18/2023 Thu	501 [TRW]	08:02AM	12:32PM		4.5000000	
	501 [TRW]	01:19PM	04:30PM*	7.75	3.2500000	
05/19/2023 Fri	501 [TRW]	08:06AM	11:59AM	4.00	4.0000000	

Summary - AD002 [ROESSLER, HAILEY]					Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									88.75
3 [SICK]									
6 [FH]									8.00
7 [BREV]									
501 [TRW]	1[UNUSED]	38.00		38.00					
<b>TOTALS</b>		<b>38.00</b>		<b>38.00</b>					<b>96.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X *Hailey Roessler*  
 Employee Signature

X \_\_\_\_\_  
 Supervisor Signature

Bank Reconciliations; Consumer Confidence Report Postings;  
 Liquor License Renewal Application Prep, Letters, Mailing;  
 Utility ACH/General Paymts; AP/AR; Joint Review Board  
 Scheduling/Posting/Publishing/Notice Prep + Dissemination;  
 Clean-up Day Payments. Beanstack Training; Payroll Processing  
 Vibrant Spaces/DNR/UNCF Planning w/ Park Kitchure; Dog Licensing  
 July Event Coordination/Planning; Alegion Service Planning

### Employee Timecard - Hourly Distribution Report

Report Date: 05/30/2023

05/22/2023 - 05/28/2023 [7 days]

Report Time: 8:21:20 AM



#### AD002 [ROESSLER, HAILEY]

Employee ID	AD002	DEPT(G2)	AD	Pay Policy	500
Pay Type	3	Last Name	ROESSLER	First Name	HAILEY

#### Time Card

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/22/2023 Mon	501 [TRW]	08:07AM	11:22AM		3.2500000	
	501 [TRW]	11:56AM	04:37PM	7.75	4.5000000	
05/23/2023 Tue	501 [TRW]	08:07AM	12:15PM*		4.2500000	
	501 [TRW]	01:00PM*	04:32PM*	7.75	3.5000000	
05/24/2023 Wed	501 [TRW]	08:05AM*	12:33PM		4.5000000	
	501 [TRW]	01:08PM	04:32PM	7.75	3.2500000	
05/25/2023 Thu	501 [TRW]	08:01AM	12:09PM		4.2500000	
	501 [TRW]	01:01PM	04:34PM	7.75	3.5000000	
05/26/2023 Fri	501 [TRW]	07:55AM	12:36PM	4.50	4.5000000	

#### Summary - AD002 [ROESSLER, HAILEY]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									88.75
3 [SICK]									
6 [FH]									8.00
7 [BREV]									
501 [TRW]	1[UNUSED]	35.50		35.50					
<b>TOTALS</b>		<b>35.50</b>		<b>35.50</b>					<b>96.75</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

*Hailey Roessler*  
 Employee Signature

X \_\_\_\_\_  
 Supervisor Signature

Johnson Controls/Fire Alarm Contact Research  
 Bank Reconciliations; Consumer Confidence Report Posting;  
 Liquor License Renewals, Utility ACH/ General Payments/Corresp  
 Joint Review Board Coordination/ Agenda/ Notices/Publish;  
 Clean-Up Day Accounting/ Electronics Grant Reporting;  
 Open Book Coord.; Newsletter; CMAR search; DNR Permitting;  
 CDC Requirement List for BL; Vibrant Spaces Grant Contract;  
 Public Records Requests; Bleacher End Cap Research/Order; Beacon/EOW  
 Temp Police Clerk Resumes Prep; AP/AR; Gun Comm.

### Employee Timecard - Hourly Distribution Report

05/15/2023 - 05/21/2023 [7 days]



<b>AD003 [JOHNSON, MAGGIE]</b>					
Employee ID	AD003	DEPT(G2)	DC	Pay Policy	550
Pay Type	3	Last Name	JOHNSON	First Name	MAGGIE

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/15/2023 Mon	511 [CW]	07:57AM	03:31PM	7.50	7.5000000	
05/16/2023 Tue	511 [CW]	07:55AM	03:01PM	7.00	7.0000000	
05/17/2023 Wed	511 [CW]	08:00AM*	02:31PM*	6.50	6.5000000	
05/18/2023 Thu	511 [CW]	07:57AM	03:01PM	7.00	7.0000000	
05/19/2023 Fri	511 [CW]	08:00AM	11:59AM	4.00	4.0000000	

Summary - AD003 [JOHNSON, MAGGIE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									54.50
3 [SICK]									68.75
6 [FH]									8.00
511 [CW]	1[UNUSED]	32.00		32.00					
<b>TOTALS</b>		<b>32.00</b>		<b>32.00</b>					<b>131.25</b>

Water = 3 Sewer = 3 Clerk = 26

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x   
 Employee Signature

x   
 Supervisor Signature

General: Spring clean up, utility payments, library/open gym communications, burn permit, CC rentals

Monday: 4th of July, library programming

Tuesday: 4th of July, Dog park, dog licenses

Wednesday: 4th of July, Account move in/out, Memorial day/util billing communications

Thursday: Home talent communications, library programming, Duke otherwise

Friday: Cleaned CC, beanstack training w/ DPL

### Employee Timecard - Hourly Distribution Report



Report Date: 05/30/2023

05/22/2023 - 05/28/2023 [7 days]

Report Time: 8:21:20 AM

<b>AD003 [JOHNSON, MAGGIE]</b>					
Employee ID	AD003	DEPT(G2)	DC	Pay Policy	550
Pay Type	3	Last Name	JOHNSON	First Name	MAGGIE

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/22/2023 Mon	511 [CW]	08:02AM	03:31PM	7.50	7.5000000	
05/23/2023 Tue	511 [CW]	07:57AM	03:00PM	7.00	7.0000000	
05/24/2023 Wed	511 [CW]	08:00AM	02:31PM	6.50	6.5000000	
05/25/2023 Thu	511 [CW]	07:57AM	03:00PM	7.00	7.0000000	
05/26/2023 Fri	511 [CW]	08:00AM	12:03PM	4.00	4.0000000	

Summary - AD003 [JOHNSON, MAGGIE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									54.50
3 [SICK]									68.75
6 [FH]									8.00
511 [CW]	1[UNUSED]	32.00		32.00					
<b>TOTALS</b>		<b>32.00</b>		<b>32.00</b>					<b>131.25</b>

Water = 4 Sewer = 2 Clerk = 26

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x [Signature]  
Employee Signature

x [Signature]  
Supervisor Signature

General : Utility payments, library/open gym communications, dog licenses, bum permits, cc rentals

Monday : Summer reading challenge, Summer story time, 4th of July, Summer newsletter

Tuesday : ~~open~~ Summer newsletter, 4th of July

Wednesday : Summer newsletter, Posted late fees, account move in/out updated trimble, name talent & police job FB communications

Thursday : Memorial day communications, newsletter, 4th of July

Friday : Summer reading program, 4th of July

### Employee Timecard - Hourly Distribution Report

Report Date: 05/22/2023

05/15/2023 - 05/21/2023 [7 days]

Report Time: 8:27:44 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	Daily Total	Reg Hrs	OT Hrs
05/20/2023 Sat	101 [PAW]	01:01PM	04:28PM	3.50	3.5000000	

#### Summary - PW003 [JOHNSON, HARRY]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
101 [PAW]	1[UNUSED]	3.50		3.50					
<b>TOTALS</b>		<b>3.50</b>		<b>3.50</b>					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X *Harry Johnson*  
Employee Signature

X *Heifer*  
Supervisor Signature

*Sat. 5:30 dragged infield, moved Home Talent out field,  
Put up light pole pads*

**Employee Timecard - Hourly Distribution Report**

Report Date: 05/30/2023

05/22/2023 - 05/28/2023 [7 days]

Report Time: 8:21:20 AM

<b>PW003 [JOHNSON, HARRY]</b>					
Employee ID	PW003	DEPT(G2)	FM	Pay Policy	401
Pay Type	1	Last Name	JOHNSON	First Name	HARRY

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/22/2023 Mon	401 [STW]	08:23AM	01:05PM	4.50	4.5000000	
05/23/2023 Tue	401 [STW]	08:12AM	01:50PM	5.50	5.5000000	
05/24/2023 Wed	401 [STW]	08:15AM	01:00PM	4.75	4.7500000	
05/25/2023 Thu	101 [PAW]	08:19AM	01:37PM	5.25	5.2500000	
05/26/2023 Fri	401 [STW]	08:17AM	12:31PM	4.25	4.2500000	

Summary - PW003 [JOHNSON, HARRY]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
101 [PAW]	1[UNUSED]	5.25		5.25					
401 [STW]	1[UNUSED]	19.00		19.00					
<b>TOTALS</b>		<b>24.25</b>		<b>24.25</b>					

Fac Maint = 4.25      Parks = 10      Streets = 10

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Harry Johnson*  
Employee Signature

x *[Signature]*  
Supervisor Signature

Mon 5/22 Mowed Rec Lawn, along HHH, Repot + green  
 Tues 5/23 Mowed ditches along HHH, fire station, corner  
 on HHH + 18, across from church  
 Wed 5/24 Mowed west end of village + playground,  
 3:30 to 4:30 Meeting for snow fence  
 Thurs 5/25 got table top for concession stand, Mowed  
 park, dog park, dragged Home Talent infield, Mowed  
 Volley Ball area  
 Fri 5/26 Mowed park parking area, Mowed behind Rec,  
 ordered pulley and belt for mower

### Employee Timecard - Hourly Distribution Report

Report Date: 05/22/2023

05/15/2023 - 05/21/2023 [7 days]

Report Time: 8:27:44 AM

<b>PW005 [PETERSON, DALE]</b>			
Employee ID	PW005	DEPT(G2)	PW
Pay Type	3	Last Name	PETERSON
Pay Policy	300	First Name	DALE

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/15/2023 Mon	301 [SEW]	07:00AM	11:56AM		5.0000000	
	601 [WAW]	12:26PM	03:50PM		3.2500000	
05/16/2023 Tue	301 [SEW]	05:01PM	07:14PM	10.50	2.2500000	
	301 [SEW]	07:00AM*	12:05PM		5.0000000	
05/16/2023 Tue	601 [WAW]	12:35PM	02:58PM	7.50	2.5000000	
	601 [WAW]	06:53AM	11:52AM		4.7500000	
05/17/2023 Wed	301 [SEW]	12:25PM	03:29PM	7.75	3.0000000	
	301 [SEW]	06:58AM	12:22PM		5.2500000	
05/18/2023 Thu	601 [WAW]	12:50PM	03:30PM	8.00	2.7500000	
	301 [SEW]	07:02AM	12:05PM*	5.00	5.0000000	
05/19/2023 Fri	301 [SEW]	07:02AM	12:05PM*	5.00	5.0000000	
05/20/2023 Sat	601 [WAW]	07:00AM*	09:00AM*	2.00	1.2500000	0.7500000
05/21/2023 Sun	301 [SEW]	07:00AM*	09:00AM*	2.00		2.0000000

Summary - PW005 [PETERSON, DALE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									76.00
3 [SICK]									8.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	25.50	2.00	27.50					
601 [WAW]	1[UNUSED]	14.50	0.75	15.25					
<b>TOTALS</b>		<b>40.00</b>	<b>2.75</b>	<b>42.75</b>					<b>92.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
Employee Signature

X \_\_\_\_\_  
Supervisor Signature

Dale Peterson Weekly Work Log 5-15-2023

Monday 5-15-2023:

Daily Labs at WWTP 2 Hours

Cleaned clarifiers at WWTP 2 Hours, refilled Well 1, 1 Hour, Mowed at WWTP 2 Hours, Submitted monthly WasteWater report to the DNR 1 Hour, Main street tour/meeting 2.25 Hours

Tuesday 5-16-2023:

Daily Labs at WWTP 2 Hours

Continued testing at Well 1, 2 Hours, cleaning skimmers at WWTP 4 Hours.

Wednesday 5-17 -2023:

Daily Labs at WWTP 2 Hours

Continued testing at Well 1, 2 Hours, Removing silt fence at WWTP 4 Hours.

Thursday 5-18-2023:

Daily Labs at WWTP 2 Hours

Met with LW Allen to troubleshoot and replace a bad flow switch at Well 1, 2 Hours, Met with MSA about a sludge pumping study they will be performing 4 Hours.

Friday 5-19-2023:

Daily Labs at WWTP 2 Hours

Assisted MSA with their Sludge/Geotube study 1 Hour, General cleaning and maintenance at WWTP 2 Hours

Saturday 5-20-2023:

Weekend Rounds 2 Hours

Sunday 5-21-2023:

Weekend Rounds 2 Hours

### Employee Timecard - Hourly Distribution Report

Report Date: 05/30/2023

05/22/2023 - 05/28/2023 [7 days]

Report Time: 8:21:21 AM

<b>PW005 [PETERSON, DALE]</b>			
Employee ID	PW005	DEPT(G2)	PW
Pay Type	3	Last Name	PETERSON
Pay Policy	300	First Name	DALE

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/22/2023 Mon	301 [SEW]	06:54AM	12:30PM		5.5000000	
	601 [WAW]	12:56PM	03:23PM	8.00	2.5000000	
05/23/2023 Tue	301 [SEW]	06:54AM	12:16PM		5.2500000	
	601 [WAW]	12:49PM	03:34PM	8.00	2.7500000	
05/24/2023 Wed	601 [WAW]	09:19AM	11:49AM		2.5000000	
	301 [SEW]	12:26PM	04:56PM	7.00	4.5000000	
05/25/2023 Thu	301 [SEW]	06:29AM	02:56PM	8.50	8.5000000	
05/26/2023 Fri	301 [SEW]	06:56AM	02:00PM	7.00	7.0000000	

Summary - PW005 [PETERSON, DALE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									76.00
3 [SICK]									8.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	30.75		30.75					
601 [WAW]	1[UNUSED]	7.75		7.75					
<b>TOTALS</b>		<b>38.50</b>		<b>38.50</b>					<b>92.00</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X   
Employee Signature

X \_\_\_\_\_  
Supervisor Signature

✓

Dale Peterson Weekly Work Log 5-22-2023

Monday 5-22-2023:

Daily Labs at WWTP 2 Hours

Delivered Copper samples to LV Labs in Lancaster and toured Fennimore WWTP facility 2.5 Hours, Cleaned Clarifiers and Influent screen 3.5 Hours

Tuesday 5-23-2023:

Daily Labs at WWTP 2 Hours

Assisted MSA with their sludge study at WWTP 1 Hour, Went thru the street shop office trying to locate a CMOM document, found some links and located with the help of the DNR a CMOM that was written by Town and Country Engineering, 5 Hours.

Wednesday 5-24 -2023:

Arrived at 9:15 due to Dr. Appt

Assisted MSA with their sludge study 1 Hour, delivered 10 day disconnects and 1 final read 1 Hour, Studied CMOM's for needed updates etc 2 Hours, Assisted Braeden with the bleacher safety issue 2 Hours, Snow fence meeting 1 Hour.

Thursday 5-25-2023:

Daily Labs at WWTP 1 Hour

SWWO seminar in Lancaster 6 Hours, cleaned clarifiers and skimmers at WWTP 1.5

Friday 5-26-2023:

Daily Labs at WWTP 2 Hours

Assist MSA with their sludge study 1 Hour, Water meter reads 4 Hours

### Employee Timecard - Hourly Distribution Report

Report Date: 05/22/2023

05/15/2023 - 05/21/2023 [7 days]

Report Time: 8:27:44 AM

<b>SP003 [LOSBY, BRADEN]</b>					
Employee ID	SP003	DEPT(G2)	ST	Pay Policy	400
Pay Type	3	Last Name	LOSBY	First Name	BRADEN

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/15/2023 Mon	401 [STW]	06:55AM	11:50AM	10.00	4.7500000	
	401 [STW]	12:25PM	03:27PM		3.0000000	
	401 [STW]	04:55PM	07:10PM		2.2500000	
05/16/2023 Tue	401 [STW]	06:55AM	11:43AM	8.00	4.7500000	
	401 [STW]	12:16PM	03:33PM		3.2500000	
05/17/2023 Wed	401 [STW]	06:51AM	11:51AM	8.00	4.7500000	
	401 [STW]	12:21PM	03:28PM		3.2500000	
05/18/2023 Thu	401 [STW]	06:56AM	03:29PM	8.50	8.5000000	
05/19/2023 Fri	404 [STV]			5.50	5.5000000	

Summary - SP003 [LOSBY, BRADEN]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					40.00		5.50		34.50
3 [SICK]									12.00
6 [FH]									8.00
401 [STW]	1[UNUSED]	34.50		34.50					
404 [STV]	1[UNUSED]	5.50		5.50					
<b>TOTALS</b>		<b>40.00</b>		<b>40.00</b>	<b>40.00</b>		<b>5.50</b>		<b>54.50</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X BL

Employee Signature

X [Signature]

Supervisor Signature

Weekly Work Log May 15 – May 21 2023

Braden Losby

**Monday May 15 2023:**

Daily rounds. – 2 hours

Mowing and trimming. – 6 hours

**Tuesday May 16 2023:**

Daily rounds. – 2 hours

Working on well 1. - 1 hour

Working on lawn equipment. – 1 hour

Mowing. – 4 hours

**Wednesday May 17 2023:**

Daily rounds. – 2 hours

Farm and fleet run. – 1 hour

Working on sampler at wwtp. – 2 hours

Removing silt fencing at wwtp. – 3 hours

**Thursday May 18 2023:**

Daily rounds. – 2 hours

Cleaning out clarifiers at wwtp. – 1 hour

Mowing. – 5 hours

**Friday May 19 2023:**

Vacation

**Saturday May 20 2023:**

Dale did weekend rounds

**Sunday May 21 2023:**

Dale did weekend rounds

### Employee Timecard - Hourly Distribution Report

Report Date: 05/30/2023

05/22/2023 - 05/28/2023 [7 days]

Report Time: 8:21:21 AM

<b>SP003 [LOSBY, BRADEN]</b>			
Employee ID	SP003	DEPT(G2)	ST
Pay Type	3	Last Name	LOSBY
Pay Policy	400	First Name	BRADEN

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
05/22/2023 Mon	401 [STW]	06:55AM	12:31PM		5.5000000	
	601 [WAW]	01:05PM	03:49PM	8.25	2.7500000	
05/23/2023 Tue	101 [PAW]	06:55AM	12:27PM		5.5000000	
	601 [WAW]	01:00PM*	03:35PM*	8.00	2.5000000	
05/24/2023 Wed	401 [STW]	06:50AM	04:53PM	10.00	10.0000000	
05/25/2023 Thu	401 [STW]	06:30AM*	03:21PM*	8.75	8.7500000	
05/26/2023 Fri	401 [STW]	06:56AM	01:50PM	6.75	5.0000000	1.7500000
05/27/2023 Sat	601 [WAW]	09:46AM	11:46AM*	2.00		2.0000000
05/28/2023 Sun	301 [SEW]	09:24AM	11:24AM*	2.00		2.0000000

Summary - SP003 [LOSBY, BRADEN]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									34.50
3 [SICK]									12.00
6 [FH]									8.00
101 [PAW]	1[UNUSED]	5.50		5.50					
301 [SEW]	1[UNUSED]		2.00	2.00					
401 [STW]	1[UNUSED]	29.25	1.75	31.00					
601 [WAW]	1[UNUSED]	5.25	2.00	7.25					
<b>TOTALS</b>		<b>40.00</b>	<b>5.75</b>	<b>45.75</b>					<b>54.50</b>

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X BL

Employee Signature

X *[Signature]*

Supervisor Signature

**Weekly Work Log May 22 – May 28 2023**

**Braden Losby**

**Monday May 22 2023:**

Daily rounds. – 2 hours

Ran to Lancaster to drop off copper labs and toured Fennimore plant. – 3 hours

Replaced faucet at street shop. – 2 hours

Farm and fleet run. – 1 hour

**Tuesday May 23 2023:**

Daily rounds. – 2 hours

Testing outlets and lights at park shelter. – 1 hour

Looking for cmom documents. – 2 hours

Working on park bleachers. – 1 hour

Working on utv issue. – 1 hour

Working on well 1. – 1 hour

**Wednesday May 24 2023:**

Daily rounds. – 2 hours

Pumping sludge for msa samples. – 2 hours

Pushing back brush with skid steer. – 1 hour

Working on park bleachers. – 3 hours

Snow fence meeting. – 1.5 hours

**Thursday May 25 2023:**

Daily rounds. – 2 hours

Waste water seminar. – 4 hours

Weed burning behind school. – 2 hours

**Friday May 26 2023:**

Daily rounds. – 2 hours

Pumped sludge. – 1 hour

Mowing and trimming. – 3 hours

**Saturday May 27 2023:**

Weekend rounds. – 2 hours

**Sunday May 28 2023:**

Weekend rounds. – 2 hours