

Employee Timecard - Hourly Distribution Report

Report Date: 04/24/2023

04/17/2023 - 04/23/2023 [7 days]

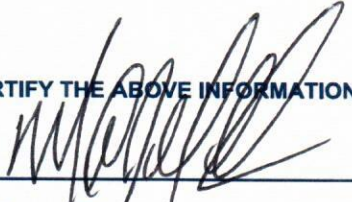
Report Time: 8:14:04 AM

PD011 [GORHAM, MICHAEL]										
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
04/17/2023 Mon	205 [POP]	07:00PM*	11:00PM*	4.00	4.0000000	
04/18/2023 Tue	205 [POP]	08:00AM*	02:00PM*		6.0000000	
	205 [POP]	07:30PM*	10:30PM*	9.00	3.0000000	
04/19/2023 Wed	205 [POP]	03:45PM*	10:30PM*	6.75	6.7500000	
04/20/2023 Thu	205 [POP]	10:30AM*	10:30PM*	12.00	12.0000000	
04/21/2023 Fri	205 [POP]	04:00PM*	11:00PM*	7.00	7.0000000	
04/22/2023 Sat	205 [POP]	01:30PM*	08:30PM*	7.00	7.0000000	

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
3 [SICK]									135.00
6 [FH]									8.00
205 [POP]	1[UNUSED]	45.75		45.75					
TOTALS		45.75		45.75					260.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

Employee Timecard - Hourly Distribution Report

Report Date: 05/01/2023

04/24/2023 - 04/30/2023 [7 days]

Report Time: 8:19:02 AM

PD011 [GORHAM, MICHAEL]			
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
04/24/2023 Mon	205 [POP]	06:45PM*	11:30PM*	4.75	4.7500000	
04/25/2023 Tue	205 [POP]	10:00AM*	04:30PM*	6.50	6.5000000	
04/26/2023 Wed	206 [POG]	11:00AM*	05:30PM*	6.50		6.5000000
04/28/2023 Fri	205 [POP]	06:30PM*	01:00AM*	6.50	6.5000000	
04/29/2023 Sat	205 [POP]	06:30PM*	01:30AM*	7.00	7.0000000	
04/30/2023 Sun	208 [PADJ]			1.50	1.5000000	

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
3 [SICK]									135.00
6 [FH]									8.00
205 [POP]	1[UNUSED]	24.75		24.75					
206 [POG]	1[UNUSED]		6.50	6.50					
208 [PADJ]	1[UNUSED]	1.50		1.50					
TOTALS		26.25	6.50	32.75					260.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X _____
Employee Signature

X _____
Supervisor Signature

Employee Timecard - Hourly Distribution Report

Report Date: 04/24/2023

04/17/2023 - 04/23/2023 [7 days]

Report Time: 8:14:04 AM

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

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
04/17/2023 Mon	501 [TRW]	07:57AM	12:35PM		4.5000000	
	501 [TRW]	01:05PM	04:49PM	8.25	3.7500000	
04/18/2023 Tue	501 [TRW]	07:59AM	12:37PM		4.5000000	
	501 [TRW]	01:06PM	04:19PM	7.75	3.2500000	
04/19/2023 Wed	501 [TRW]	08:09AM	12:15PM		4.0000000	
	501 [TRW]	12:55PM	06:30PM*	9.50	5.5000000	
04/20/2023 Thu	501 [TRW]	08:11AM	11:58AM		3.7500000	
	501 [TRW]	12:27PM	04:31PM	7.75	4.0000000	
04/21/2023 Fri	101 [PAW]	08:11AM	01:00PM*	4.75	4.7500000	

Summary - AD002 [ROESSLER, HAILEY]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									96.25
3 [SICK]									28.50
6 [FH]									8.00
7 [BREV]									
101 [PAW]	1[UNUSED]	4.75		4.75					
501 [TRW]	1[UNUSED]	33.25		33.25					
TOTALS		38.00		38.00					132.75

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

Hailey
Employee Signature

X _____
Supervisor Signature

Gun Com / Email / Phone Corres.; Accounts Payable / Receivable;
 Municode Updates; Ch 1 / Ch 5 Change Post / Publis / Print /
 Updates; Info for Portable Sale Research; Contracts, BOT Minutes
 WWTTP / DNR Compliance Mtg; Comp Docs / Review
 LEA Grant Reporting; PWSH Comm. RPT.; Update Tree
 Plan; Plant trees; Fac Maint Rpt.; Quarterly Tax
 Reports; Util ACT; Direct Deposit Processing; Marketing;
 Cleaning / Filing; Policies Update, Payroll; Website Maint.

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Report Date: 05/01/2023

04/24/2023 - 04/30/2023 [7 days]

Report Time: 8:19:02 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
04/24/2023 Mon	501 [TRW]	07:54AM	08:37AM		0.5000000	
	501 [TRW]	09:49AM	12:11PM		2.5000000	
	501 [TRW]	12:43PM	04:34PM	6.75	3.7500000	
04/25/2023 Tue	501 [TRW]	08:00AM*	12:17PM		4.2500000	
	501 [TRW]	12:51PM	04:32PM	8.00	3.7500000	
04/26/2023 Wed	503 [TRS]				7.0000000	
	501 [TRW]	08:03AM*	09:59AM		2.0000000	
	501 [TRW]	11:04AM	12:04PM	10.00	1.0000000	
04/27/2023 Thu	503 [TRS]				2.0000000	
	501 [TRW]	08:07AM*	09:11AM		1.2500000	
	501 [TRW]	10:55AM	04:29PM	8.75	5.5000000	
04/28/2023 Fri	501 [TRW]	08:09AM	12:45PM		4.5000000	
	501 [TRW]	02:30PM*	03:30PM*	5.50	1.0000000	

Summary - AD002 [ROESSLER, HAILEY]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									96.25
3 [SICK]					28.50		9.00		19.50
6 [FH]									8.00
7 [BREV]									
501 [TRW]	1[UNUSED]	30.00		30.00					
503 [TRS]	1[UNUSED]	9.00		9.00					
TOTALS		39.00		39.00	28.50		9.00		123.75

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

BOT Mtg Prep; Gen Corresp.; Bingolic Report; Kindness Project; Ordinances; Policy Research; ACH/AP/HAR; Fac. Maint; Shed Rental Contract; Finance Comm Mtg Post/Minutes Licensing/Permits; Alliant Energy/Street light/Dog Park light Electronics Collection Staffing; BOT Agenda Prep, HR; FMP

Employee Timecard - Hourly Distribution Report

Report Date: 04/24/2023

04/17/2023 - 04/23/2023 [7 days]

Report Time: 8:14:04 AM

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

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
04/17/2023 Mon	511 [CW]	07:59AM	03:30PM*	7.50	7.5000000	
04/18/2023 Tue	511 [CW]	07:59AM	03:00PM	7.00	7.0000000	
04/19/2023 Wed	511 [CW]	07:59AM	02:30PM*	6.50	6.5000000	
04/20/2023 Thu	511 [CW]	07:58AM	03:00PM	7.00	7.0000000	
04/21/2023 Fri	511 [CW]	07:57AM	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]									86.50
3 [SICK]									64.75
6 [FH]									8.00
511 [CW]	1[UNUSED]	32.00		32.00					
TOTALS		32.00		32.00					159.25

Water = 4 Sewer = 4 Dep Clerk = 24

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x 
Employee Signature

x 
Supervisor Signature

General: Utility payments, library/lopen gym communications, dog licenses, cc rentals

Monday: ordered story time books, kindness project

Tuesday: library scheduling & programming, meter change outs, name talent supplies

Wednesday: Free tree communication, library programming, library wish list

Thursday: Updated trimble, added utility accounts

Friday: Saturday story time post, cleaned library

Employee Timecard - Hourly Distribution Report

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Report Time: 8:19:02 AM

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

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
04/24/2023 Mon	511 [CW]	07:59AM	03:31PM	7.50	7.5000000	
04/25/2023 Tue	511 [CW]	08:00AM	03:01PM	7.00	7.0000000	
04/26/2023 Wed	511 [CW]	08:00AM	02:31PM	6.50	6.5000000	
04/27/2023 Thu	511 [CW]	07:58AM	03:01PM	7.00	7.0000000	
04/28/2023 Fri	511 [CW]	07:59AM	12:00PM	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]									86.50
3 [SICK]									64.75
6 [FH]									8.00
511 [CW]	1[UNUSED]	32.00		32.00					
TOTALS		32.00		32.00					159.25

Water = 6 Sewer = 6 Dep Clerk = 20

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X 
Supervisor Signature

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

Tuesday

Monday : Utility billing, library programming, Park & rec agenda, youth baseball

Monday

Tuesday : library programming, 10 & 15 day disconnects

Wednesday : youth baseball, stuffed stamped utility bills, sign quotes

Thursday : Spring & electronic clean up posts, library programming, library schedule

Friday : posted utility bills, cleaned library & multipurpose room

Employee Timecard - Hourly Distribution Report

Report Date: 05/01/2023

04/24/2023 - 04/30/2023 [7 days]

Report Time: 8:19:02 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
04/24/2023 Mon	101 [PAW]	08:23AM	12:22PM	3.75	3.7500000	
04/25/2023 Tue	101 [PAW]	08:20AM	12:28PM	4.25	4.2500000	
04/26/2023 Wed	401 [STW]	08:25AM	12:35PM	4.00	4.0000000	
04/27/2023 Thu	401 [STW]	08:21AM	01:10PM	5.00	5.0000000	
04/28/2023 Fri	401 [STW]	08:20AM	01:07PM	4.75	4.7500000	

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] Parks	8.00		8.00					
401 [STW]	1[UNUSED]	13.75		13.75					
TOTALS		21.75		21.75					

Streets = 8 Fac Maint = 5.75

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X Harry Johnson
Employee Signature

X [Signature]
Supervisor Signature

Mon 4/24 Cleared vent in boys bathroom, sprayed weeds on Home talent field, cleaned concession stand
 Tues 4/25 Cleared boys bathroom floor from vent dust
 Put new filter in shop vacuum, cleaned leafs from street sweeper, landscaped areas across from Burger Mart & lumber yard
 Wed 4/26 Removed leaf piles across from Burger Mart & lumber yard, dragged both ball fields
 Thurs 4/28 Hooked up hot water heater in concession stand. Moved part of back playground, got score board working. Helped get water turned on to bathrooms & concession stand.
 Fri 4/29 got fee ready for Farmers Market & rental, moved part of back & bit of RCC

Employee Timecard - Hourly Distribution Report

Report Date: 04/24/2023

04/17/2023 - 04/23/2023 [7 days]

Report Time: 8:14:04 AM

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

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
04/17/2023 Mon	611 [FMW]	08:21AM	11:52AM	3.50	3.500000	
04/18/2023 Tue	401 [STW]	08:22AM	12:30PM	4.25	4.250000	
04/19/2023 Wed	401 [STW]	08:15AM	12:32PM	4.25	4.250000	
04/20/2023 Thu	401 [STW]	08:20AM	12:10PM	4.00	4.000000	
04/21/2023 Fri	401 [STW]	08:16AM	12:55PM	4.75	4.750000	

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]	17.25		17.25					
611 [FMW]	1[UNUSED]	3.50		3.50					
TOTALS		20.75		20.75					

Parks = 4.75 Streets = 12.5 Fac Maint = 3.5

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X *Harry Johnson*
Employee Signature

X *[Signature]*
Supervisor Signature

4/17 Mon - cleaned bathrooms, tightened toilet seat in women bathroom, replaced flush handle on mens toilet
 4/18 worked at RCE & Fire station
 4/19 Wed assembled office chair, checked Home talent shed for lime bags, got weed eater ready
 4/20 Thurs moved grayer & salt spreader to green shed, pushed back lawn pile, helped Brandon unload lime pallet
 4/21 Mowed both ball fields, helped Brandon put water tank on ATV

Employee Timecard - Hourly Distribution Report

Report Date: 04/24/2023

04/17/2023 - 04/23/2023 [7 days]

Report Time: 8:14:04 AM

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

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
04/17/2023 Mon	601 [WAW]	06:57AM	12:10PM		5.2500000	
	301 [SEW]	12:38PM	03:30PM	8.00	2.7500000	
04/18/2023 Tue	301 [SEW]	07:00AM	12:33PM		5.5000000	
	601 [WAW]	01:00PM	03:29PM	8.00	2.5000000	
04/19/2023 Wed	301 [SEW]	06:56AM	12:33PM		5.5000000	
	601 [WAW]	12:59PM	03:30PM*		2.5000000	
	601 [WAW]	05:30PM*	06:30PM*	9.00	1.0000000	
04/20/2023 Thu	301 [SEW]	06:58AM	12:12PM		5.2500000	
	601 [WAW]	12:40PM	03:27PM	8.00	2.7500000	
04/21/2023 Fri	301 [SEW]	06:58AM	12:30PM	5.50	5.5000000	
04/22/2023 Sat	301 [SEW]	08:02AM	10:02AM*	2.00	1.5000000	0.5000000
04/23/2023 Sun	601 [WAW]	08:55AM	10:55AM*	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]									4.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	26.00	0.50	26.50					
601 [WAW]	1[UNUSED]	14.00	2.00	16.00					
TOTALS		40.00	2.50	42.50					88.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 

Employee Signature

X _____

Supervisor Signature

Dale Peterson Weekly Work Log 4-17-2023

Monday 4-17-2023:

Daily Labs at WWTP 2 Hours

Installed and tested new chemical pump for Well 2, 4 Hours, Cleaning for DNR inspection 2 Hours

Tuesday 4-18-2023:

Daily Labs at WWTP 2 Hours,

DNR Compliance Inspection 3 Hours, I&I scouting 3 Hours.

Wednesday 4-19-2023:

Daily Labs 2 Hours

Finished Monthly Wastewater report 4 Hours, Started filling Well 1, 2 Hours, Public Works and Health and Safety Committee Meeting 1 Hour

Thursday 4-20-2023:

Daily Labs at WWTP 2 Hours

Finished filling Well 1, 2 Hours, Weed control at WWTP 2 Hours, Hung shelving at WWTP 2 Hours

Friday 4-21-2023:

Daily Labs at WWTP 2 Hours,

Cleaned out the salt in the big plow truck and swept the salt into the shed per inspection complaint 3 Hours

Saturday 4-22-2023:

Weekend Rounds 2 Hours

Sunday 4-23-2023:

Weekend Rounds 2 Hours

Employee Timecard - Hourly Distribution Report

Report Date: 05/01/2023

04/24/2023 - 04/30/2023 [7 days]

Report Time: 8:19:02 AM

PW005 [PETERSON, DALE]

Employee ID	PW005	DEPT(G2)	PW	Pay Policy	300
Pay Type	3	Last Name	PETERSON	First Name	DALE

Time Card

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
04/24/2023 Mon	301 [SEW]	07:00AM	11:18AM	8.00	4.2500000	
	601 [WAW]	11:39AM	03:28PM		3.7500000	
04/25/2023 Tue	301 [SEW]	06:59AM	11:58AM	8.00	5.0000000	
	301 [SEW]	12:28PM	03:27PM		3.0000000	
04/26/2023 Wed	301 [SEW]	07:00AM	12:31PM	10.00	5.5000000	
	601 [WAW]	12:54PM	03:28PM		2.5000000	
	301 [SEW]	05:57PM	08:00PM		2.0000000	
04/27/2023 Thu	601 [WAW]	06:55AM	12:07PM	8.00	5.0000000	
	301 [SEW]	12:33PM	03:31PM		3.0000000	
04/28/2023 Fri	601 [WAW]	07:02AM	12:31PM	5.50	5.5000000	

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]									4.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	22.75		22.75					
601 [WAW]	1[UNUSED]	16.75		16.75					
TOTALS		39.50		39.50					88.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x 
Employee Signature

x _____
Supervisor Signature

Dale Peterson Weekly Work Log 4-24-2023

Monday 4-24-2023:

Daily Labs at WWTP 2 Hours

Drain down Well 1 and back online not pumping 2 Hours, Grease removal and cleaning of WWTP 3 Hours, Draining of the wet area at the end of Richard st to help with the I&I issue 1 Hour

Tuesday 4-25-2023:

Daily Labs at WWTP 2 Hours

Clean and test polymer system 3 Hours, Clean test and install the UV bulbs and system 3 Hours.

Wednesday 4-26-2023:

Daily Labs at WWTP 2 Hours

Clean up of grease issues at WWTP 3 Hours, getting Well 1 back online and tested 2 Hours, Finance committee meeting 2 Hours.

Thursday 4-27-2023:

Daily Labs at WWTP 2 Hours

2 Meter install appointments 2 Hours, B&M Tech was on site to replace the pump rails on Collin St Lift Station 2 Hours, Worked on getting park restroom water on and cleaned up found all toilet wax ring seals to have failed 2 Hours.

Friday 4-28-2023:

Daily Labs at WWTP 2 Hours

Repaired skimmer at WWTP 2 Hours, Troubleshoot Well 1, 1 Hour

Saturday 4-29-2023:

Weekend Rounds 2 Hours

Sunday 4-30-2023:

Weekend Rounds 2 Hours

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Report Date: 04/24/2023

04/17/2023 - 04/23/2023 [7 days]

Report Time: 8:14:05 AM

SP003 [LOSBY, BRADEN]			
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
04/17/2023 Mon	401 [STW]	06:56AM	12:08PM		5.2500000	
	401 [STW]	12:32PM	03:36PM	8.00	2.7500000	
04/18/2023 Tue	401 [STW]	06:55AM	12:33PM		5.5000000	
	301 [SEW]	01:03PM	03:29PM	8.00	2.5000000	
04/19/2023 Wed	401 [STW]	06:54AM	12:30PM		5.5000000	
	401 [STW]	01:02PM	03:30PM	8.00	2.5000000	
04/20/2023 Thu	401 [STW]	06:55AM	12:15PM		5.2500000	
	401 [STW]	12:47PM	03:35PM	8.00	2.7500000	
04/21/2023 Fri	401 [STW]	06:55AM	03:03PM	8.00	8.0000000	

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
3 [SICK]									8.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	2.50		2.50					
401 [STW]	1[UNUSED]	37.50		37.50					
TOTALS		40.00		40.00					56.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x BL

Employee Signature

x 

Supervisor Signature

Monday April 17 2023:

Daily rounds. – 2 hours

Ran to farm and fleet and do it best to get parts for well 2. – 2 hours

Replaced chlorine pump at well 2. – 4 hours

Tuesday April 18 2023:

Daily rounds. – 2 hours

Worked on chlorine issue. – 2 hours

DNR inspection. – 2 hours

Tracking down INI issue. – 2 hours

Wednesday April 19 2023:

Daily rounds. – 2 hours

Installed new carburetor and fuel pump on vac trailer. – 2 hours

Started filling well 1. – 2 hours

Working on control panel issue and having flow meters tested at wwtp. – 2 hours

Thursday April 20 2023:

Daily rounds. – 2 hours

Farm and fleet run. – 2 hours

Worked on well 1. – 2 hours

Meter read. – 2 hours

Friday April 21 2023:

Daily rounds. – 2 hours

Rigging up water container on utv, - 1 hour

Planting trees with Hailey. = 5 hours

Saturday April 22 2023:

Sunday April 23 2023:

Employee Timecard - Hourly Distribution Report

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04/24/2023 - 04/30/2023 [7 days]

Report Time: 8:19:02 AM

SP003 [LOSBY, BRADEN]

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
04/24/2023 Mon	401 [STW]	06:55AM	11:18AM		4.2500000	
	401 [STW]	11:46AM	03:30PM	8.00	3.7500000	
04/25/2023 Tue	401 [STW]	06:56AM	11:47AM		4.7500000	
	401 [STW]	12:21PM	03:30PM	8.00	3.2500000	
04/26/2023 Wed	401 [STW]	06:55AM	12:48PM		5.7500000	
	401 [STW]	01:09PM	03:34PM		2.2500000	
	401 [STW]	05:57PM	06:47PM	8.75	0.7500000	
04/27/2023 Thu	401 [STW]	06:56AM	12:28PM		5.5000000	
	401 [STW]	12:59PM	03:30PM	8.00	2.5000000	
04/28/2023 Fri	401 [STW]	06:55AM*	02:42PM*	7.75	7.2500000	0.5000000

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
3 [SICK]									8.00
6 [FH]									8.00
401 [STW]	1[UNUSED]	40.00	0.50	40.50					
TOTALS		40.00	0.50	40.50					56.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Br

Employee Signature

x [Signature]

Supervisor Signature

Weekly Work Log April 24 –April 30 2023

Braden Losby

Monday April 24 2023:

Daily rounds. – 2 hours

Working on waterway behind Richards st. – 3 hours

10 day disconnects. – 1 hour, Scrubbing clarifiers. – 1 hour

Replacing spark plugs on vac trailer. - 1 hour

Tuesday April 25 2023:

Daily rounds. – 2 hours

Burned brush pile at wwtp 3 hours

Sprayed weeds at green shed and well 2. – 1 hour

Watered new trees. – 2 hours.

Wednesday April 26 2023:

Daily rounds. – 2 hours

Farm and fleet run. - 1 hour

Replaced battery in generator at well 2. – 1 hour

Worked on bathrooms at park. – 2 hours

Worked on well 1. – 2 hours

Green shed walk through with the finance committee. – 45 minutes.

Thursday April 27 2023:

Daily rounds. – 2 hours

Worked on bathrooms at park. – 2 hours

Farm and fleet run. – 1 hour

Installed 2 registers and 1 meter on cardinal way. – 2 hours

Worked on lift stations. – 1 hour

Friday April 28 2023:

Daily rounds. – 2 hours

Replaced skimmer guide on clarifier. – 1 hour

Working on getting water to the concession stand. – 2 hours

Changed trash at park and readjusted the dog waste bin at dog park. – 1 hour

Farm and fleet run. – 1 hour

Saturday April 29 2023:

Sunday April 30 2023: