

Employee Timecard - Hourly Distribution Report

Report Date: 07/17/2023

07/10/2023 - 07/16/2023 [7 days]

Report Time: 8:14:15 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
07/10/2023 Mon	205 [POP]	07:30PM*	11:45PM*	4.25	4.2500000	
07/11/2023 Tue	205 [POP]	04:00PM*	11:45PM*	7.75	7.7500000	
07/12/2023 Wed	201 [POW]	04:52PM	01:59AM	9.25	9.2500000	
07/13/2023 Thu	203 [POS]			8.00	8.0000000	
07/14/2023 Fri	205 [POP]	04:00PM*	06:00PM*		2.0000000	
	206 [POG]	06:00PM*	02:00AM*	10.00		8.0000000
07/15/2023 Sat	205 [POP]	04:30PM*	07:00PM*	2.50	2.5000000	

Summary - PD011 [GORHAM, MICHAEL]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									97.00
3 [SICK]					147.00		8.00		139.00
6 [FH]									8.00
201 [POW]	1[UNUSED]	9.25		9.25					
203 [POS]	1[UNUSED]	8.00		8.00					
205 [POP]	1[UNUSED]	16.50		16.50					
206 [POG]	1[UNUSED]		8.00	8.00					
TOTALS		33.75	8.00	41.75	147.00		8.00		244.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X

Employee Signature

X

Supervisor Signature

Grant Shift. 7-14-2023 Zhoulis Grant

Employee Timecard - Hourly Distribution Report

Report Date: 07/24/2023

07/17/2023 - 07/23/2023 [7 days]

Report Time: 8:07:39 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
07/17/2023 Mon	205 [POP]	07:30PM*	12:15AM*	4.75	4.7500000	
07/18/2023 Tue	205 [POP]	08:00PM*	11:00PM*	3.00	3.0000000	
07/19/2023 Wed	205 [POP]	12:30PM*	02:30PM*		2.0000000	
	205 [POP]	07:30PM*	11:45PM*	6.25	4.2500000	
07/20/2023 Thu	205 [POP]	11:00AM*	10:30PM*	11.50	11.5000000	
07/21/2023 Fri	205 [POP]	08:30AM*	09:30AM*		1.0000000	
	205 [POP]	05:00PM*	07:00PM*	3.00	2.0000000	
07/22/2023 Sat	205 [POP]	04:00PM*	12:30AM*	8.50	8.5000000	
07/23/2023 Sun	208 [PADJ]			0.25	0.2500000	

Summary - PD011 [GORHAM, MICHAEL]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									97.00
3 [SICK]									139.00
6 [FH]									8.00
205 [POP]	1[UNUSED]	37.00		37.00					
208 [PADJ]	1[UNUSED]	0.25		0.25					
TOTALS		37.25		37.25					244.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X

Employee Signature

X

Supervisor Signature

Employee Timecard - Hourly Distribution Report

Report Date: 07/17/2023

07/10/2023 - 07/16/2023 [7 days]

Report Time: 8:14:15 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
07/10/2023 Mon	501 [TRW]	08:05AM	12:03PM		4.0000000	
	501 [TRW]	12:39PM	04:32PM		3.7500000	
	501 [TRW]	05:15PM*	06:20PM*	8.75	1.0000000	
07/11/2023 Tue	501 [TRW]	08:12AM	12:08PM		4.0000000	
	501 [TRW]	12:49PM	04:30PM		3.7500000	
	501 [TRW]	06:40PM	10:02PM	11.00	3.2500000	
07/12/2023 Wed	501 [TRW]	08:11AM	11:55AM		3.7500000	
	501 [TRW]	01:00PM	04:35PM	7.25	3.5000000	
07/13/2023 Thu	501 [TRW]	08:09AM	12:34PM		4.2500000	
	501 [TRW]	12:45PM	01:33PM		0.7500000	
	501 [TRW]	02:09PM	04:33PM	7.25	2.2500000	
07/14/2023 Fri	501 [TRW]	08:05AM	11:58AM	4.00	4.0000000	

Summary - AD002 [ROESSLER, HAILEY]

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual			
					Prior Bal	Adjust	Used	Earned
2 [VACA]								57.25
3 [SICK]								8.00
6 [FH]								8.00
7 [BREV]								
501 [TRW]	1[UNUSED]	38.25		38.25				
TOTALS		38.25		38.25				73.25

Water Admin = 4 Sewer Admin = 2 Clerk/Treas = 32.25

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

Hailey Roessler
Employee Signature

X _____
Supervisor Signature

Gen Corresp. Phone/Email/Office; AP/AR/ACH; BOT Mtg Prep, Min.
Follow-up Corresp. Processing, Lic Licensing; Contracts, DNRLWCF
Vibrant Spaces 2023 Park Imp. Proj.; Dog Park Lighting;
Water Meter/Register/Transmitter Change Scheduling;
Facilities Maintenance & Maint

Employee Timecard - Hourly Distribution Report

Report Date: 07/24/2023

07/17/2023 - 07/23/2023 [7 days]

Report Time: 8:07:39 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
07/17/2023 Mon	501 [TRW]	08:04AM	12:03PM		4.0000000	
	501 [TRW]	12:44PM	04:30PM	7.75	3.7500000	
07/18/2023 Tue	501 [TRW]	08:03AM	12:53PM		5.0000000	
	501 [TRW]	01:22PM	04:30PM*	8.25	3.2500000	
07/19/2023 Wed	501 [TRW]	08:01AM	12:01PM		4.0000000	
	501 [TRW]	12:36PM	04:28PM	8.00	4.0000000	
07/20/2023 Thu	503 [TRS]				3.0000000	
	501 [TRW]	08:04AM	10:33AM		2.5000000	
	501 [TRW]	12:49PM	04:28PM	9.25	3.7500000	
07/21/2023 Fri	501 [TRW]	08:05AM	12:26PM	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]									57.25
3 [SICK]					8.00		3.00		5.00
6 [FH]									8.00
7 [BREV]									
501 [TRW]	1[UNUSED]	34.75		34.75					
503 [TRS]	1[UNUSED]	3.00		3.00					
TOTALS		37.75		37.75	8.00		3.00		70.25

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x 
Employee Signature

x _____
Supervisor Signature

General Corresp./Phone/Email; AP/AR, HR/Timesheets/New Hire Paperwork?; Water Meter/Register Transmitter; WEDC/CDI Grant Corresp.; Notices; Liquor Licensing; Durolas+Allen Roofing Leak Troubleshooting + Repair Payroll; UtilAct

Employee Timecard - Hourly Distribution Report

Report Date: 07/24/2023

07/17/2023 - 07/23/2023 [7 days]

Report Time: 8:07:39 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
07/17/2023 Mon	511 [CW]	07:58AM	02:31PM	6.50	6.5000000	
07/18/2023 Tue	511 [CW]	07:58AM	03:03PM	7.00	7.0000000	
07/19/2023 Wed	511 [CW]	07:58AM	02:30PM	6.50	6.5000000	
07/20/2023 Thu	511 [CW]	07:57AM	02:30PM		6.5000000	
	511 [CW]	04:37PM	06:46PM	8.75	2.2500000	
07/21/2023 Fri	511 [CW]	07:58AM	12:04PM	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]									43.50
3 [SICK]									76.75
6 [FH]									8.00
511 [CW]	1[UNUSED]	32.75		32.75					
TOTALS		32.75		32.75					128.25

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/open gym communications.

Meter Change outs, dog license Policy, Prepped for Public Safety meeting, Public safety meeting, library programming

Employee Timecard - Hourly Distribution Report

Report Date: 07/17/2023

07/10/2023 - 07/16/2023 [7 days]

Report Time: 8:14:15 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
07/10/2023 Mon	511 [CW]	07:59AM	03:30PM	7.50	7.5000000	
07/11/2023 Tue	511 [CW]	08:00AM	03:01PM	7.00	7.0000000	
07/12/2023 Wed	511 [CW]	07:58AM	02:34PM	6.50	6.5000000	
07/13/2023 Thu	514 [CV]			7.00	7.0000000	
07/14/2023 Fri	514 [CV]			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		11.00		43.50
3 [SICK]									76.75
6 [FH]									8.00
511 [CW]	1[UNUSED]	21.00		21.00					
514 [CV]	1[UNUSED]	11.00		11.00					
TOTALS		32.00		32.00	54.50		11.00		128.25

Water = 3 Sewer = 3 Dep Clerk = 26

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x 
Employee Signature

x 
Supervisor Signature

General : library / open gym communications, utility payments

Monday : Malcolm Stock Foundation field trip, library numbers, meter change a/c's

Tuesday : Fuel Schedule, Meter change a/c's, summer camp orders, vibrant spaces press release

Wednesday : Water disconnect, BOT business cards

Thursday & Friday : a/c

Employee Timecard - Hourly Distribution Report

Report Date: 07/17/2023

07/10/2023 - 07/16/2023 [7 days]

Report Time: 8:14:15 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
07/10/2023 Mon	401 [STW]	08:18AM	12:38PM	4.50	4.5000000	
07/11/2023 Tue	401 [STW]	08:15AM	12:35PM	4.25	4.2500000	
07/12/2023 Wed	611 [FMW]	08:14AM	12:48PM	4.50	4.5000000	
07/13/2023 Thu	611 [FMW]	08:13AM	12:17PM	4.00	4.0000000	
07/14/2023 Fri	101 [PAW]	08:12AM	01:10PM	5.00	5.0000000	
07/16/2023 Sun	101 [PAW]	11:20AM	11:53AM	0.75	0.7500000	

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]	5.75		5.75					
401 [STW]	1[UNUSED]	8.75		8.75					
611 [FMW]	1[UNUSED]	8.50		8.50					
TOTALS		23.00		23.00					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X

Employee Signature

X

Supervisor Signature

Mon, 7/10 Mowed cemetery & Volkydland, dragged home Talent field

Tues 7/11 Dragged small ball field, moved dog park, mowed corners of street lane

Wed 7/12 Finished clearing out portables, cleared shop & shop bathroom, disassembled water meters, cleaned bathroom in golden room

Thurs 7/13 Got windows to open in Library & Multi purpose room

Fri 7/14 Mowed along HHH, Dragged both ball fields, moved home Talent field

Sun 7/16 Got line from Green shed & took to home Talent shed, check garage at Village green & park

Employee Timecard - Hourly Distribution Report

Report Date: 07/24/2023

07/17/2023 - 07/23/2023 [7 days]

Report Time: 8:07:39 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
07/17/2023 Mon	401 [STW]	08:10AM	12:57PM	4.75	4.7500000	
07/18/2023 Tue	401 [STW]	08:13AM	12:45PM	4.50	4.5000000	
07/19/2023 Wed	401 [STW]	08:11AM	12:56PM	4.75	4.7500000	
07/20/2023 Thu	101 [PAW]	08:14AM	01:52PM	5.50	5.5000000	
07/21/2023 Fri	401 [STW]	08:19AM	01:20PM	5.00	5.0000000	

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]	5.50		5.50					
401 [STW]	1[UNUSED]	19.00		19.00					
TOTALS		24.50		24.50					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X *Harry Johnson*

Employee Signature

X _____

Supervisor Signature

Mon 7/17 Mowed across from church, west end of village
 & across from lumber yard
 Tues 7/18 Mowed wells #1 & 2 lawn, KCC lawn, patches
 along HHH Volleyball area, Repot lawn, Mowed both
 ball fields, Mowed gym floor
 Wed 7/19 Mowed east end bus highway, corner HHH
 fire station & playground
 Thurs 7/20 Watered trees in village, Mowed both ball fields
 dragged home talent field
 Fri Mowed behind KCC, last parking area, dog park

Employee Timecard - Hourly Distribution Report

Report Date: 07/24/2023

07/17/2023 - 07/23/2023 [7 days]

Report Time: 8:07:39 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
07/17/2023 Mon	401 [STW]	06:56AM	11:20AM		4.2500000	
	301 [SEW]	11:36AM	03:32PM	8.25	4.0000000	
07/18/2023 Tue	301 [SEW]	06:58AM	12:10PM		5.2500000	
	601 [WAW]	12:36PM	03:25PM	8.00	2.7500000	
07/19/2023 Wed	301 [SEW]	06:59AM	12:16PM		5.2500000	
	601 [WAW]	12:42PM	03:28PM*	8.00	2.7500000	
07/20/2023 Thu	601 [WAW]	06:54AM	12:07PM		5.0000000	
	301 [SEW]	12:36PM	03:35PM		3.0000000	
	301 [SEW]	04:53PM	06:37PM	9.50	1.5000000	
07/21/2023 Fri	601 [WAW]	06:58AM	12:29PM	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]									68.00
3 [SICK]									4.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	19.00		19.00					
401 [STW]	1[UNUSED]	4.25		4.25					
601 [WAW]	1[UNUSED]	16.00		16.00					
TOTALS		39.25		39.25					80.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

Dale Peterson Weekly Work Log 7-17-2023

Monday 7-17-2023:

Daily Labs at WWTP 2 Hours

Cut up tree down across Collins St. 6 Hours

Tuesday 7-18-2023:

Daily Labs at WWTP 2 Hours

1 Meter install 1 Hour, Cleaned the Effluent channel and skimmers 3 Hours, Loading up scrap steel from around the Village buildings 2 Hours

Wednesday 7-19-2023:

Daily Labs at WWTP 2 Hours

2 Meter install appointments 2 Hours, Flushed the sewer main on South Richard St to loosen debris going to the WWTP with Septic Hauled Waste 2 Hours, Continued cleaning up steel scrap from around Village properties 2 Hours

Thursday 7-20-2023:

Daily Labs at WWTP 2 Hours

2 Meter appointments 1 Hour, Flushed hydrants at the outer corners of the Village, 5 Hours.

Safety and Health Committee meeting 1.5 Hours

Friday 7-21-2023:

Daily Labs at WWTP 2 Hours

Drained and scrubbed both clarifiers 2.5 Hours, Cleaned up metal scrap from all village properties 1 Hour

Employee Timecard - Hourly Distribution Report

Report Date: 07/17/2023

07/10/2023 - 07/16/2023 [7 days]

Report Time: 8:14:15 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
07/10/2023 Mon	301 [SEW]	06:55AM	11:48AM		4.7500000	
	601 [WAW]	12:20PM	03:29PM	8.00	3.2500000	
07/11/2023 Tue	601 [WAW]	06:56AM	12:14PM		5.2500000	
	301 [SEW]	12:42PM	03:35PM		2.7500000	
	601 [WAW]	06:56PM	09:37PM	10.50	2.5000000	
07/12/2023 Wed	601 [WAW]	06:58AM	12:24PM		5.5000000	
	301 [SEW]	12:50PM*	03:45PM*	8.25	2.7500000	
07/13/2023 Thu	601 [WAW]	06:36AM	03:46PM	9.25	9.2500000	
07/14/2023 Fri	301 [SEW]	06:57AM	12:31PM		4.0000000	1.5000000
	301 [SEW]	12:59PM	02:41PM	7.25		1.7500000
07/15/2023 Sat	601 [WAW]	08:00AM*	10:00AM*	2.00		2.0000000
07/16/2023 Sun	301 [SEW]	08:00AM*	10:00AM*	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]									68.00
3 [SICK]									4.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	14.25	5.25	19.50					
601 [WAW]	1[UNUSED]	25.75	2.00	27.75					
TOTALS		40.00	7.25	47.25					80.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

Dale Peterson Weekly Work Log 7-10-2023

Monday 7-10-2023:

Daily Labs at WWTP 2 Hours

Moved remainder of tables and chairs back to school from 4th of July celebration 1 Hour, Pumped sludge at WWTP 2 Hours, scheduled remainder of water testing 2 Hours, General plant cleanup 1 Hour

Tuesday 7-11-2023:

Daily Labs at WWTP 2 Hours

Pulled and cleaned chemical injection nozzle at Well 2, 3 Hours, Ordered new chemical nozzle 1 Hour, Labeled and staged water testing kits for tomorrow for both Wells annual byproduct testing 2 Hours. Board Meeting 2.5 Hours

Wednesday 7-12-2023:

Daily Labs at WWTP 2 Hours

Well 2 had a single phase power fail, contacted Alliant and they came and changed the fuse on the pole 1 Hour, pulled Well samples and delivered to Baraboo Lab 4 Hours, Picked up Aluminum from Reedsburg to make hatch cover for Meter pit on Wells St. 1 Hour

Thursday 7-13-2023:

Daily Labs at WWTP 2 Hours

Had 8 meter installs, 1 had a broken service valve on the house side of the meter, could not locate the curb box and had to shut down all residences east of Grove Street to repair the valve 7.25 Hours

Friday 7-14-2023:

Daily Labs at WWTP 2 Hours

3 Meter installs 2.5 Hours, Inspected roof repairs at the gym 1 hour, Checked on the berm we created at the end of Richards street to block excess rain 1 Hour, Disassembled old meter sets for scrap 1 Hour

Saturday 7-15-2023:

Weekend Rounds 2 Hours

Sunday 7-16-2023:

Weekend Rounds 2 Hours

Employee Timecard - Hourly Distribution Report

Report Date: 07/18/2023

07/10/2023 - 07/16/2023 [7 days]

Report Time: 9:31:08 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
07/10/2023 Mon	101 [PAW]	06:55AM	11:30AM		4.5000000	
	401 [STW]	12:01PM	03:19PM	7.75	3.2500000	
07/11/2023 Tue	401 [STW]	06:55AM	12:14PM		5.2500000	
	401 [STW]	12:43PM	03:28PM		2.7500000	
	401 [STW]	06:58PM	09:38PM	10.75	2.7500000	
07/12/2023 Wed	401 [STW]	06:56AM	12:17PM		5.2500000	
	401 [STW]	12:47PM	03:36PM		2.7500000	
	601 [WAW]	09:15PM	11:15PM*	10.00	2.0000000	
07/13/2023 Thu	601 [WAW]	06:27AM	03:30PM*		9.0000000	
	601 [WAW]	04:00PM*	06:00PM*	11.00	2.0000000	
07/14/2023 Fri	401 [STW]	06:55AM	12:25PM		0.5000000	5.0000000
	401 [STW]	12:59PM	02:47PM	7.25		1.7500000

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]									20.00
6 [FH]									8.00
101 [PAW]	1[UNUSED]	4.50		4.50					
401 [STW]	1[UNUSED]	22.50	6.75	29.25					
601 [WAW]	1[UNUSED]	13.00		13.00					
TOTALS		40.00	6.75	46.75					62.50

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X

Employee Signature

X

Supervisor Signature

Weekly Work Log July 10 – July 16 2023

Braden Losby

Monday July 10 2023:

Daily rounds. – 2 hours

Watering trees and gardens. – 2 hours

Street sweeping. – 4 hours

Tuesday July 11 2023

Daily rounds. – 2 hours

Working on well 2. – 2 hours

Working on cdl class. – 2 hours

Working on brush pile. – 2 hours

Board meeting. – 2.75 hours

Wednesday July 12 2023:

Daily rounds. – 2 hours

Worked on moving brush. – 1.5 hours

Working on cleaning sink pump in marshals office. – 3 hours

Fire call. – 0.5 hours

Emergency call in for residential sewer backup. – 2 hours

Thursday July 13 2023:

Daily rounds. – 2 hours

Meter replacements. – 7 hours

Emergency call in for leaking meter. – 2 hours

Friday July 14 2023:

Daily rounds. – 2 hours

Meter replacements. – 3 hours

Replacing door handle at concession stand. – 1 hour

Taking apart old meters for scrap. – 1 hour

Saturday July 15 2023:

Dale did weekend rounds.

Sunday July 16 2023:

Dale did weekend rounds

Employee Timecard - Hourly Distribution Report

Report Date: 07/24/2023

07/17/2023 - 07/23/2023 [7 days]

Report Time: 8:07:39 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
07/17/2023 Mon	401 [STW]	06:55AM	03:38PM	8.75	8.7500000	
07/18/2023 Tue	401 [STW]	06:55AM	12:11PM		5.2500000	
	401 [STW]	12:44PM	03:23PM	8.00	2.7500000	
07/19/2023 Wed	401 [STW]	06:52AM	12:04PM		5.0000000	
	401 [STW]	12:49PM	03:30PM	7.75	2.7500000	
07/20/2023 Thu	401 [STW]	06:52AM	11:54AM		5.0000000	
	601 [WAW]	12:34PM	04:10PM		3.7500000	
	401 [STW]	04:48PM	06:37PM	10.50	1.7500000	
07/21/2023 Fri	401 [STW]	06:55AM	12:23PM	5.50	5.0000000	0.5000000
07/22/2023 Sat	601 [WAW]	08:45AM	10:45AM*	2.00		2.0000000
07/23/2023 Sun	301 [SEW]	10:17AM	12:17PM*	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]									20.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]		2.00	2.00					
401 [STW]	1[UNUSED]	36.25	0.50	36.75					
601 [WAW]	1[UNUSED]	3.75	2.00	5.75					
TOTALS		40.00	4.50	44.50					62.50

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x BL

Employee Signature

x [Signature]

Supervisor Signature

Weekly Work Log July 17 – July 23 2023

Braden Losby

Monday July 17 2023:

Daily rounds. – 2 hours

Working on cdl class. – 1 hour

Washing trucks. – 1 hour

Cutting up tree blocking Collins St. – 4.5 hours

Tuesday July 18 2023

Daily rounds. – 2 hours

Meter replacement. – 1 hour

Mowing at sewer plant. – 2 hours

Cleaning street shop. – 2 hours

Weed control. – 1 hour

Wednesday July 19 2023:

Daily rounds. – 2 hours

Meter replacements. – 2 hours

Street sweeping. – 2 hours

Flushing sewer system by Richards st. – 1 hour

Working on green shed. – 1 hour

Thursday July 20 2023:

Daily rounds. – 2 hours

Meter replacements. – 1 hour

Hydrant flushing. – 4 hours

Changing trash at park. – 2 hours

Public works safety meeting. – 1.75 hours

Friday July 21 2023:

Daily rounds. – 2 hours

Clearing out trash pile at sewer plant and burning brush. – 3 hours

Saturday July 22 2023:

Weekend rounds. – 2 hours

Sunday July 23 2023:

Weekend rounds. – 2 hours