

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

Report Date: 02/17/2025

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

Report Time: 2:23:54 PM

02/03/2025 - 02/16/2025 [14 days]

Employee	Police Wages	Reg Hours	Police (off Site Punch) Reg Hours	Adjust Hours	Holidays Hours	Police Float Ho	Float Hours	Vacation Hours	Police Sick Hours	Police Grant	Reg Hours	Total Hrs
LOC: 1 [Village of Ridgeway]												
DEPT: PD [Police]												
GORHAM, MICHAEL [PD011]			63.75	4.25					12.00		8.00	88.00
PD [Police] Total:		0.00	63.75	4.25	0.00	0.00		0.00	12.00		8.00	88.00
Head Count:												1
1 [Village of Ridgeway] Total:		0.00	63.75	4.25	0.00	0.00		0.00	12.00		8.00	88.00
Head Count:												1
Grand Total:		0.00	63.75	4.25	0.00	0.00		0.00	12.00		8.00	88.00
Head Count:												1

END OF REPORT

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

Employee Timecard - LPHELAN-07/27/2015
02/03/2025 - 02/09/2025 [7 days]

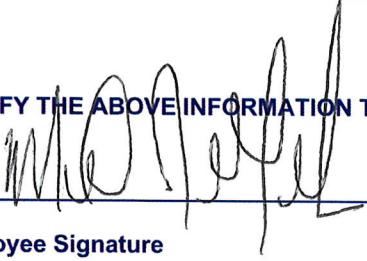
PD011 [GORHAM, MICHAEL]

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

Time Card									
Date		Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total		
02/03/2025 Mon		205 [POP]	06:00PM*	11:00PM*	5.0000000		5.00		
02/04/2025 Tue		205 [POP]	07:00PM*	12:00AM*	5.0000000		5.00		
02/05/2025 Wed		205 [POP]	05:00PM*	01:00AM*	8.0000000		8.00		
02/06/2025 Thu		203 [POS]			12.0000000		12.00		
02/08/2025 Sat		205 [POP]	06:00PM*	01:00AM*	7.0000000		7.00		
02/09/2025 Sun		205 [POP]	10:00PM*	10:55PM*	1.0000000		1.00		

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									160.25
3 [SICK]					150.00		12.00		138.00
6 [FH]									8.00
203 [POS]	1[UNUSED]	12.00		12.00					
205 [POP]	1[UNUSED]	26.00		26.00					
TOTALS		38.00		38.00	150.00		12.00		306.25

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

Employee Timecard - LPHELAN-07/27/2015

Report Date: 02/17/2025

02/10/2025 - 02/16/2025 [7 days]

Report Time: 8:06:11 AM

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

Time Card						
Date		Paycode	IN	OUT	Reg Hrs	OT Hrs
02/10/2025 Mon		205 [POP]	07:00PM*	11:00PM*	4.0000000	
02/11/2025 Tue		205 [POP]	05:00PM*	01:00AM*	8.0000000	
02/12/2025 Wed		205 [POP]	03:00PM*	02:00AM*	11.0000000	
02/13/2025 Thu		206 [POG]	10:00AM*	06:00PM*	8.0000000	
		205 [POP]	06:00PM*	07:45PM*	1.7500000	
02/14/2025 Fri		205 [POP]	06:00PM*	03:00AM*	9.0000000	
02/16/2025 Sun		205 [POP]	05:00PM*	09:00PM*	4.0000000	
		208 [PADJ]			4.2500000	
						Daily Total
						4.00
						8.00
						11.00
						9.75
						9.00
						8.25

Summary - PD011 [GORHAM, MICHAEL]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									160.25
3 [SICK]									138.00
6 [FH]									8.00
205 [POP]	1[UNUSED]	37.75		37.75					
206 [POG]	1[UNUSED]	8.00		8.00					
208 [PADJ]	1[UNUSED]	4.25		4.25					
TOTALS		50.00		50.00					306.25

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

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

Primary Sort By: Employee;DEPT(G2)
02/03/2025 - 02/16/2025 [14 days]

DEPT	(G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
Employee: AD001 [PHELAN, LORI L]					
AD [General Admin]		501[TRW]	45.75	0.00	45.75
AD [General Admin]		504[TRV]	6.75	0.00	6.75
AD [General Admin]		511[CW]	9.75	1.00	10.75
AD [General Admin]		514[CV]	6.75	0.00	6.75
EL [ADMIN-ELECTION]		551[ECW]	5.50	0.00	5.50
SE [Sewer]		305[SADW]	2.75	0.00	2.75
WA [Water]		605[WADW]	2.75	0.00	2.75
AD001 [PHELAN, LORI L] Total:			80.00	1.00	81.00
Employee: AD005 [RINIKER, MARJORIE]					
AD [General Admin]		701[ADSW]	67.00	0.00	67.00
PA [Parks]		101[PAW]	3.00	0.00	3.00
SE [Sewer]		305[SADW]	1.75	0.00	1.75
WA [Water]		605[WADW]	1.75	0.00	1.75
AD005 [RINIKER, MARJORIE] Total:			73.50	0.00	73.50
Employee: PW003 [JOHNSON, HARRY]					
FM [FACILITES MAINTENANCE]		611[FMW]	16.25	0.00	16.25
SP [Streets Plowing]		401[STW]	16.75	0.00	16.75
ST [Streets]		401[STW]	15.50	0.00	15.50
PW003 [JOHNSON, HARRY] Total:			48.50	0.00	48.50
Employee: SP004 [MECKLEY, KEVIN]					
PA [Parks]		101[PAW]	2.00	0.00	2.00
SE [Sewer]		301[SEW]	1.25	0.00	1.25
SP [Streets Plowing]		401[STW]	21.50	10.50	32.00
ST [Streets]		401[STW]	54.00	7.00	61.00
WA [Water]		601[WAW]	1.25	0.00	1.25
SP004 [MECKLEY, KEVIN] Total:			80.00	17.50	97.50
Grand Totals:			282.00	18.50	300.50

END OF REPORT

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

Employee Timecard - LPHELAN-07/27/2015
02/03/2025 - 02/09/2025 [7 days]

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

Time Card						
Date		Paycode	IN	OUT	Reg Hrs	OT Hrs
02/03/2025 Mon		501 [TRW]	07:50AM	12:51PM	5.0000000	
		501 [TRW]	01:15PM	06:32PM	5.2500000	
02/04/2025 Tue		514 [CV]			1.5000000	
		501 [TRW]	09:32AM	10:42AM*	1.2500000	
		501 [TRW]	01:15PM*	02:15PM*	1.0000000	
		504 [TRV]			1.5000000	
02/05/2025 Wed		514 [CV]			3.0000000	
		501 [TRW]	07:56AM	10:30AM*	2.5000000	
		504 [TRV]			3.0000000	
		514 [CV]			2.2500000	
02/06/2025 Thu		501 [TRW]	02:28PM	03:54PM	1.5000000	
		501 [TRW]	08:47PM	10:47PM	2.0000000	
		504 [TRV]			2.2500000	
		501 [TRW]	08:02AM	02:41PM	6.7500000	
02/07/2025 Fri		501 [TRW]	08:02AM	02:41PM	6.7500000	
02/08/2025 Sat		501 [TRW]	09:45PM*	11:04PM*	1.2500000	

Summary - AD001 [PHELAN, LORI L]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					189.00		13.50		175.50
3 [SICK]									38.25
6 [FH]									8.00
501 [TRW]	1[UNUSED]	26.50		26.50					
504 [TRV]	1[UNUSED]	6.75		6.75					
514 [CV]	1[UNUSED]	6.75		6.75					
TOTALS		40.00		40.00	189.00		13.50		221.75

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Lori Phelan
Employee Signature

x _____
Supervisor Signature

Lori Phelan

Time Distribution Work Log Week of February 3-9, 2025

Monday

- Print/distribute timesheets
- WEDC/Phelan Properties Contract
- Tax receipts
- Bank Deposit
- BOT Agenda prep
- Bank Reconciliation/Treasurer Report

Tuesday-Vacation

- Timesheet allocation
- Process payroll

Wednesday-Vacation

- Respond to emails
- Utility receipts (1 hr)

Thursday-Vacation

- Draft agenda for MC review
 - Phone call w/MC
 - Agenda changes/additions
- Emails
- Invoice entry for BOT checks and credit card purchases

Friday

- Upload payroll ACH to FSB
- Complete payroll
- File and pay payroll taxes
- Election administration (2 hrs)

Saturday


- DNR and VS Grant reimbursement preparation

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

Time Card						
Date		Paycode	IN	OUT	Reg Hrs	OT Hrs
02/03/2025 Mon		701 [ADSW]	07:57AM	01:23PM	5.5000000	
		701 [ADSW]	01:55PM	04:33PM	2.5000000	
02/04/2025 Tue		701 [ADSW]	07:53AM	12:15PM	4.2500000	
		701 [ADSW]	12:46PM	04:29PM	3.7500000	
		701 [ADSW]	06:01PM	08:33PM	2.5000000	
02/05/2025 Wed		701 [ADSW]	07:55AM	12:41PM	4.7500000	
		701 [ADSW]	01:25PM	04:27PM	3.0000000	
02/06/2025 Thu		701 [ADSW]	07:55AM	11:55AM	4.0000000	
		701 [ADSW]	12:24PM	04:30PM	4.0000000	
02/07/2025 Fri		701 [ADSW]	07:56AM	12:00PM	4.0000000	

Summary - AD005 [RINIKER, MARJORIE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									4.00
701 [ADSW]	1[UNUSED]	38.25		38.25					
TOTALS		38.25		38.25					4.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x 
Employee Signature

x _____
Supervisor Signature

Week of Feb 3 – Feb 7

Monday -

- Utility payments (.5)
- Created graphic and posted in FB
- Assisted customers
-

Tuesday -

- assisted customers
- Utility payments (.5 hr)
- Researched grants for village
- Park & Rec meeting

Wednesday -

- Worked on mins for P&R meeting
- Created/posted FB
- Lots of phone calls
- WEDC web meeting
- Worked on ideas to promote bldg
- Worked on vet brick promotions

Thurs -

- Utility pymts (1 hr)
- Spent time in library
- Finalized minutes for P&R meeting
- Researched grants

Fri -

- Admin tasks
- Researched grants
- FB posts

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
02/03/2025 Mon		401 [STW]	08:30AM	12:12PM	3.7500000		3.75
02/04/2025 Tue		401 [STW]	08:05AM	12:19PM	4.2500000		4.25
02/05/2025 Wed		401 [STW]	08:01AM	11:52AM	3.7500000		3.75
02/06/2025 Thu		401 [STW]	07:35AM	11:39AM	4.2500000		4.25
02/07/2025 Fri		401 [STW]	08:08AM	12:08PM	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]	20.00		20.00					
TOTALS		20.00		20.00					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Harry Johnson
Employee Signature

x _____
Supervisor Signature

Mon 2/3 put up pickle ball net, painted parts of cardis room
Tue 2/4 swept floors, cleaned windows on F-550, checked doors
at green shed, found keys for dog stations
Wed 2/5 Worked at community center, replaced door stops
Thurs 2/6 salted sidewalks, replaced hose coxer on pressure
washer, worked at RCC
Fri 2/7 cut trees at cardinal way, worked at RCC

Employee Timecard - LPHELAN-07/27/2015
02/03/2025 - 02/09/2025 [7 days]

SP004 [MECKLEY, KEVIN]

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

Time Card

Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
02/03/2025 Mon	401 [STW]	07:00AM	11:52AM	4.7500000		9.00
	401 [STW]	12:22PM	03:30PM	3.2500000		
	401 [STW]	05:47PM	06:38PM	1.0000000		
02/04/2025 Tue	401 [STW]	07:00AM	12:30PM	5.5000000		10.00
	401 [STW]	01:00PM	03:30PM	2.5000000		
	401 [STW]	06:18PM	08:22PM*	2.0000000		
02/05/2025 Wed	401 [STW]	07:00AM	12:30PM	5.5000000		10.00
	401 [STW]	01:00PM	03:30PM	2.5000000		
	401 [STW]	08:28PM	10:23PM	2.0000000		
02/06/2025 Thu	401 [STW]	04:01AM	05:54AM	2.0000000		10.00
	401 [STW]	07:00AM	12:30PM	5.5000000		
	401 [STW]	01:00PM	03:30PM	2.5000000		
02/07/2025 Fri	401 [STW]	07:00AM	12:30PM	1.0000000	4.5000000	8.00
	401 [STW]	01:00PM	03:30PM		2.5000000	
02/08/2025 Sat	401 [STW]	04:37PM	05:36PM		1.0000000	1.00

Summary - SP004 [MECKLEY, KEVIN]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
3 [SICK]					Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	40.00	8.00	48.00					4.00
TOTALS		40.00	8.00	48.00	4.00				

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

— Monday Feb. 3rd 2025

Fixed salter on little dump truck – 2 hours

Called Fillback. Got appointment for little dump truck and called for estimate on garage doors for the green shed – 1.5 hours

Checked all garbage up town – 1 hour

Met with Kevin's Overhead Doors for estimate on green shed garage doors – 1.5 hours

Meeting with Michelle – 1.5 hours

Salted roads – 1.5 hours

— Tuesday Feb. 4th 2025

Met with R&R Doors for estimate on green shed garage doors – 1.5 hours

Moved stuff in green shed to get township truck out – 1 hour

Changed dog waste garbage at dog park and hauled Christmas trees – 2 hours

Fixed frame for salter – 1 hour

Fixed plow on UTV – 1 hour

Filled pot holes on Meudt Ct. 1.5 hours

Park and Rec meeting – 2 hours

— Wednesday Feb. 5th 2025

Loaded salt – 1.5 hours

Greased plow equipment – 2 hours

Picked up brush and emptied trash 3 hours

Cleaned shop – 1.5 hours

Salted roads – 2 hours

— Thursday Feb. 6th 2025

Salted roads – 3.5 hours

Loaded salt – 1.5 hours

Cleaned up around storm drains – 2.5 hours

Washed little dump truck – 2 hours

— Friday Feb. 7th 2025

Trimmed trees on Cardinal Way – 3 hours

Worked on stiper – 3 hours

Got plow equipment ready for snow removal – 2 hours

— Saturday Feb. 8th 2025

Salted roads – 1 hour

Employee Timecard - LPHELAN-07/27/2015

Report Date: 02/17/2025

02/10/2025 - 02/16/2025 [7 days]

Report Time: 8:06:11 AM

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

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
02/10/2025 Mon	501 [TRW]	11:59AM	05:04PM	5.0000000		5.00
02/11/2025 Tue	501 [TRW]	07:55AM	02:41PM	6.7500000		
	501 [TRW]	03:27PM	08:30PM	5.0000000		11.75
02/12/2025 Wed	501 [TRW]	08:03AM	01:15PM	5.2500000		
	501 [TRW]	01:42PM	05:51PM	4.0000000		9.25
02/13/2025 Thu	501 [TRW]	08:05AM	01:01PM	5.0000000		
	501 [TRW]	01:29PM	04:34PM	3.0000000		8.00
02/14/2025 Fri	501 [TRW]	08:00AM	01:45PM*	5.7500000		5.75
02/15/2025 Sat	501 [TRW]	10:15AM	11:27AM	0.2500000	1.0000000	1.25

Summary - AD001 [PHELAN, LORI L]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									175.50
3 [SICK]									38.25
6 [FH]									8.00
501 [TRW]	1[UNUSED]	40.00	1.00	41.00					
TOTALS		40.00	1.00	41.00					221.75

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Lori L. Phelan
Employee Signature

x _____
Supervisor Signature

Lori Phelan

Time Distribution Work Log Week of February 10-16, 2025

✓ **Monday**

- Utility (2.5 hrs)
 - Receipts
 - Beacon/Trimble issues
 - Final read/bill
- Emails
- Cyber security/insurance

✓ **Tuesday**

- Prepare checks for Board meeting
- Draft minutes
- Utility
 - Bill adjustment (1 hr)
 - Process change in autopay
- Submit final DNR Park Grant reimbursement
- Core training-Election 1.5 hrs
- Board Meeting

✓ **Wednesday**

- Prepare docs for HHH/Main Street
- Post approved minutes
- Meet w/Dana-VS Grant reimbursement
- Prepare/submit VS Grant reimbursement request
- Met w/Jason N re: fire dept meters (1 hr)

✓ **Thursday**

- Prepare and send February tax settlement to County
 - Tax settlement checks for signature
- Election 1.5 hr
 - Public Test
 - Social posts

✓ **Friday**

- Draft minutes
- To Dodgeville
 - Bank Deposit
 - Post office
 - County clerk's office (poll books)

✓ **Saturday**

- Meet w/Dennis
 - Phones
 - Google accounts

Employee Timecard - LPHELAN-07/27/2015

Report Date: 02/17/2025

02/10/2025 - 02/16/2025 [7 days]

Report Time: 8:06:11 AM

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

Time Card						
Date		Paycode	IN	OUT	Reg Hrs	OT Hrs
02/10/2025 Mon		701 [ADSW]	07:56AM	01:02PM	5.0000000	
		701 [ADSW]	01:37PM	04:39PM	3.2500000	
02/11/2025 Tue		701 [ADSW]	07:59AM	12:48PM	4.7500000	
		701 [ADSW]	01:20PM	04:35PM	3.2500000	
		701 [ADSW]	06:51PM	08:02PM	1.2500000	
02/12/2025 Wed		701 [ADSW]	07:51AM	02:00PM	6.2500000	
02/13/2025 Thu		701 [ADSW]	08:03AM	01:31PM	5.5000000	
		701 [ADSW]	02:39PM	04:31PM	1.7500000	
02/14/2025 Fri		701 [ADSW]	07:50AM	11:55AM	4.2500000	
						Daily Total
						8.25
						9.25
						6.25
						7.25
						4.25

Summary - AD005 [RINIKER, MARJORIE]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
3 [SICK]					Prior Bal	Adjust	Used	Earned	Available
701 [ADSW]	1[UNUSED]	35.25		35.25					4.00
TOTALS		35.25		35.25					4.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x 
Employee Signature

x _____
Supervisor Signature

Week of Feb 10 – Feb 14

✓ Monday -

- Utility payments (.5)
- Worked on getting library volunteers
- Assisted customers

✓ Tuesday -

- assisted customers
- library book of the week
- Instructed a new library volunteer
- Utility payments (.5 hr)
- Board meeting

✓ Wednesday -

- Worked on ideas to promote library
- Utility payments (.5 hr)
- Closed out freezer ins claim

✓ Thurs -

- Shoveled snow
- Utility pymts (.25 hr)
- Spent time in library
- Worked on basic grant application

Fri -

- ✓
- Admin tasks
 - Met with Michele
 - grants
 - FB post

Employee Timecard - LPHELAN-07/27/2015

02/10/2025 - 02/16/2025 [7 days]

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

Time Card						
Date		Paycode	IN	OUT	Reg Hrs	OT Hrs
02/10/2025 Mon		401 [STW]	07:56AM	12:20PM	4.2500000	
02/11/2025 Tue		401 [STW]	07:58AM	12:04PM	4.0000000	
02/12/2025 Wed		401 [STW]	08:22AM	11:40AM	3.5000000	
		401 [STW]	01:41PM	04:28PM	2.7500000	
02/13/2025 Thu		401 [STW]	07:41AM	12:19PM	4.5000000	
02/14/2025 Fri		401 [STW]	08:13AM	11:41AM	3.5000000	
02/15/2025 Sat		401 [STW]	05:52AM	09:32AM	3.7500000	
		401 [STW]	12:01PM	02:10PM	2.2500000	
						Daily Total
						4.25
						4.00
						6.25
						4.50
						3.50
						6.00

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]	28.50		28.50					
TOTALS		28.50		28.50					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x *Harry Johnson*
Employee Signature

x _____
Supervisor Signature

✓ Mon 2/10 Took F-550 to Fillbacks, got paint stripper working
✓ 2/11 Took picked up F-550 at Fillbacks, painted in Barber shop
✓ Wed 2/12 Plowed snow
✓ Thurs 2/13 " "
✓ Fri 2/14 Rolled out gym Mats, cleaned Kitchen and Multi-Purpose room, stocked Bathrooms
✓ Sat 2/15 Plowed snow

Employee Timecard - LPHELAN-07/27/2015

Report Date: 02/17/2025

02/10/2025 - 02/16/2025 [7 days]


Report Time: 8:06:12 AM

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

Time Card						
Date		Paycode	IN	OUT	Reg Hrs	OT Hrs
02/10/2025 Mon		401 [STW]	07:00AM	12:30PM	5.5000000	
		401 [STW]	01:00PM	03:30PM	2.5000000	
02/11/2025 Tue		401 [STW]	07:00AM	12:30PM	5.5000000	
		401 [STW]	01:00PM	03:30PM	2.5000000	
02/12/2025 Wed		401 [STW]	06:53PM	08:10PM	1.2500000	
		401 [STW]	07:00AM	11:30AM	4.5000000	
		401 [STW]	12:00PM	03:34PM	3.5000000	
02/13/2025 Thu		401 [STW]	07:25PM	10:18PM	2.7500000	
		401 [STW]	07:00AM	12:30PM	5.5000000	
		401 [STW]	01:00PM	02:30PM	1.5000000	
02/14/2025 Fri		401 [STW]	07:00AM	12:30PM	5.0000000	0.5000000
		401 [STW]	01:00PM	03:30PM		2.5000000
02/15/2025 Sat		401 [STW]	04:58AM	08:39AM		3.7500000
02/16/2025 Sun		401 [STW]	09:09AM	12:00PM		2.7500000

Summary - SP004 [MECKLEY, KEVIN]									
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Accrual				
					Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									4.00
401 [STW]	1[UNUSED]	40.00	9.50	49.50					
TOTALS		40.00	9.50	49.50					4.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X 
Employee Signature

X _____
Supervisor Signature

✖ Monday Feb. 10th 2025

✓ Farm n Fleet run and took plow truck Fillback Ford – 3 hours

Fixed and got striper running – 3 hours

Changed all garbage up town – 1 hour

Cleaned shop – 1 hour

✖ Tuesday Feb. 11th 2025

✓ Picked up plow truck from Fillback Ford – 2 hours

Salted roads and sidewalks – 2.5 hours

Fixed cover on UTV plow – 1 hour

Loaded salt and got equipment ready for plowing – 2.5 hours

Board meeting – 1 hour

✖ Wednesday Feb. 12th 2025

✓ Greased equipment and topped off fluids – 2 hours

Plowed snow – 4 hours

Plowed snow – 4 hours

✖ Thursday Feb. 13th 2025

✓ Plowed snow and salted – 7 hours

✖ Friday Feb. 14th 2025

✓ Got plow equipment ready – 3 hours

Rolled out mats – 1 hour

Hung up snowmobile sings – 1 hour

Cleaned up curbs and pushed back snow piles – 3 hours

✖ Saturday Feb 15th 2025

✓ Plowed snow – 4 hours

✖ Sunday Feb. 16th 2025

✓ Plowed snow – 3 hours

Maggie's Hours 2/4

1 message

Maggie Johnson <johnsonmd19@gmail.com>
To: Hailey Roessler <clerk@ridgewaywi.gov>

Thu, Feb 6, 2025 at 8:24 PM

Maggie's hours:

2/4: 6pm- 8:30pm



Mike Phelan ✓

2-12-12:00-4:00-4

7:30-10:30-3

2-13-8:00-11:00-3

2-15-5:00-9:00-4

Total-14

Work hours

1 message

Braden Losby <bradenlosby@yahoo.com>

Tue, Feb 11, 2025 at 8:38 PM

To: Lori Phelan <clerk@ridgewaywi.gov>

Hi sorry I just realized last weeks email I sent for weekend hours bounced back due to an incorrect email address. Don't use this email much so didn't notice it till now.

pd 2/12
2-1-25 2 hours weekend rounds
2-2-25 2 hours weekend rounds
2-8-25 2 hours weekend rounds
2-9-25 2 hours weekend rounds } 2/26 payroll

Sent from Yahoo Mail for iPhone