

#### **BOARD OF TRUSTEES MEETING AGENDA**

February 13, 2024 at 7:00 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

#### CALL TO ORDER AND ROLL CALL

#### CONFIRMATION OF OPEN MEETING

#### **PLEDGE OF ALLEGIANCE**

#### **PUBLIC COMMENT**

#### **CONSENT AGENDA**

- 1. Adoption of Agenda
- 2. Minutes to be Adopted: January 11, 2024, Finance Committee January 15, 2024, Finance Committee January 23, 2024, Special Board of Trustees 01/29/2024.
- 3. ACH Payments and General Fund Disbursements

#### ANNOUNCEMENTS, DEPARTMENT REPORTS, AND CORRESPONDENCE

- 4. Lori attending Ehler's Finance Workshop February 14-15,2024
  Shyanne attending UWGB Virtual Grant Writing Workshop February 27-28, 2024
  Braden doing Certification Exams 05/08/2024
- Department Reports and Work Logs
- 6. Correspondence

#### ITEMS FOR CONSIDERATION AND ACTION

- 7. Corrosion Protection Quote
- 8. Ridgeway First response would request free use of the multi-purpose room for an evening for stop the bleed training.
- 9. Cell phones and plans
- 10. Sale of speed board which is not being used.
- 11. Quote for Baycom Body Worm including training.
- 12. Amazon Business Prime
- 13. Budget for the Easter Egg Hunt.

#### **ADJOURNMENT**

Item 2.



## **BOARD OF TRUSTEES MEETING AMENDED (DATE) MINUTES**

January 11, 2024 at 7:00 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

#### CALL TO ORDER AND ROLL CALL

Meeting called to order by President Casper at 7:00 pm.

PRESENT: President Michele Casper, Trustee Cindy Niehaus, Trustee Kellee Venden, Trustee Ruth Nevins, Trustee Rick Short, Trustee Julene Garner, Trustee Steve Vosberg, Braden Losby -Streets and Parks Superintendent, Marshal Michael Gorham, Lori Phelan-Interim Clerk/Treasurer, Shyanne Cushman-Deputy Clerk. ABSENT: Dale Peterson-Director of Public Works.

#### **CONFIRMATION OF OPEN MEETING**

Phelan indicated this was a properly noticed meeting posted on January 6, 2023, at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

#### PLEDGE OF ALLEGIANCE

The pledge was recited.

#### **PUBLIC COMMENT**

Jeanne Ayers regarding snow on the North Side of Main Street.

Rich Strutt regarding the parcel on Grove Street and Kirby Street. President Casper invited him and Kaitlin to join the Plan Commission meeting on February 8, 2024.

#### **CONSENT AGENDA**

Motion by K Venden, Seconded by J Garner to adopt the consent agenda as presented. Motion carried.

- 1. Minutes to be Adopted: December 05, 2023, December 20, 2023
- 2. ACH Payments and General Fund Disbursements
- 3. Adoption of Agenda

#### ANNOUNCEMENTS, DEPARTMENT REPORTS, AND CORRESPONDENCE

4. Announcements

Donation of \$700 to the Community Center in Memory of John & Sally McSherry

Donation received for the Marshal's Office in the amount of \$1000 from TOTL Construction to use for equipment purchase.

Donation of \$700 to the Community Center in Memory of John & Sally McSherry

Donation received for the Marshal's Office in the amount of \$1000 from TOTL Construction to use for equipment purchase.

Braden shared that the Gym Floor has been refinished and will now need a week to set and cure.

Introduction of Shyanne Cushman.

President Casper shared that the refrigerator in the Multi-purpose room is no longer working and will need to be disposed of. She has been pricing new ones for a replacement.

- 5. Department Reports received and filed
- 6. Correspondence

Great score on the CMOM and President Casper thanked Dale and Braden for a great job at the Waste Water Treatment Plant.

#### ITEMS FOR CONSIDERATION AND ACTION

7. Park Improvement Bids

Motion by Niehaus, Seconded by Nevins, to accept the bid from Rule Construction including Alt A1 in the amount of \$310,336.91. Motion carried.

8. Auto Pay Regular Monthly Invoices

Motion by Niehaus, Seconded by Short, to approve the Village Clerk/Treasurer to set up Autopay and do electronic payments for monthly recurring service invoices. Motion carried.

9. Park Shelter Rent Application

Motion by Nevins, Seconded by Garner, to approve the Meoska rental application for August 24th contingent upon checking the Village Ordinances around serving alcohol. Motion carried.

10. Corrosion Protection Quote

Tabled until February meeting when Dale is present.

11. Mower Quote

Motion by Vosberg, Seconded by Short, to approve the quote from Ritchie's to purchase the Ferris ISX3300 Zero Turn mower. Motion carried.

12. Plow Cutting Edge Quote

Due to the impending storm President Casper approved the purchase. Braden went and picked them up and has them installed.

ADJOURNMENT Motion by Garner, Seconded by Venden to adjourn at 8:10pm. Motion carried.



#### FINANCE COMMITTEE MEETING MINUTES

January 15, 2024 at 5:00 PM Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

#### CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair Casper at 5:30 pm.

PRESENT: Chair Michele Casper, Trustee Kellee Venden, Trustee Steve Vosberg, joined tardy.

#### **CONFIRMATION OF OPEN MEETING**

Casper indicated this was a properly noticed meeting posted on January 11, 2024, at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

#### **CONSENT AGENDA**

Motion by Venden, Seconded by Casper to adopt the consent agenda as presented. Motion carried.

1. Adoption of Agenda

#### ITEMS FOR CONSIDERATION AND ACTION

- 2. Convene in closed session pursuant to State Statute 19.85(1) (c) considering employment promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction:
  - Motion by Venden, Seconded by Vosberg, to convene in closed session. Motion carried.

#### **ADJOURNMENT**

Motion by Venden, Seconded by Vosberg, to adjourn at 6:30pm.



#### FINANCE COMMITTEE MEETING MINUTES

January 23, 2024 at 5:30 PM Virtual

#### CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair Casper at 5:30 pm.

PRESENT: Chair Michele Casper, Trustee Kellee Venden, Trustee Steve Vosberg.

#### **CONFIRMATION OF OPEN MEETING**

Casper indicated this was a properly noticed meeting posted on January 22, 2024, at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

#### **CONSENT AGENDA**

Motion by Venden, Seconded by Vosberg to adopt the consent agenda as presented. Motion carried.

1. Adoption of Agenda

#### ITEMS FOR CONSIDERATION AND ACTION

2. Convene in closed session pursuant to State Statute 19.85(1) (c) considering employment promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction:

Motion by Venden, Seconded by Vosberg, to convene in closed session. Motion carried.

#### **ADJOURNMENT**

Motion by Venden, Seconded by Vosberg, to adjourn at 6:45pm.



#### SPECIAL BOARD OF TRUSTEES MEETING MINUTES

January 29, 2024 at 6:30 PM

Virtual Zoom Meeting: https://us02web.zoom.us/j/87234444502 Join by Phone: 1-312-626-6799

Meeting ID: 872 34444 4502

#### **CALL TO ORDER AND ROLL CALL**

Meeting called to order by President Casper at 6:30 pm.

PRESENT: President Michele Casper, Trustee Cindy Niehaus, Trustee Kellee Venden, Trustee Julene Garner, Trustee Steve Vosberg, Lori Phelan-Interim Clerk/Treasurer, Shyanne Cushman. Absent: Trustee Ruth Nevins, Trustee Rick Short.

#### CONFIRMATION OF OPEN MEETING

Phelan indicated this was a properly noticed meeting posted on January 27, 2024, at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

#### **CONSENT AGENDA**

Motion by Vosberg, Seconded by Venden to adopt the consent agenda as presented. Motion carried.

Adoption of Agenda

#### ITEMS FOR CONSIDERATION AND ACTION

- 2. Convene in closed session pursuant to State Statute 19.85(1) (c) considering employment promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction: Deputy Clerk/Utility Clerk and Clerk/Treasurer.
  - Motion by Garner, Seconded by Niehaus to convene in closed session. Motion carried.
- 3. Re-convene in open session.
  - Motion by Garner, Seconded by Vosberg to re-convene in open session. Motion carried.
- Clerk/Treasurer Position
  - **Motion by Niehaus, Seconded by Garner** to appoint Lori Phelan as Clerk/Treasurer per closed session discussion. Motion carried.
- 5. Deputy/Utility Clerk position

**Motion by Venden, Seconded by Vosberg** to appoint Shyanne Cushman as Deputy/Utility Clerk per closed session discussion. Motion carried.

6. Purchase of a new commercial refrigerator for the Community Center kitchen.

**Motion by Venden, Seconded by Garner** to purchase the commercial refrigerator for the Community Center kitchen for \$2500 using proceeds from family donations to the Community Center. Motion carried.

#### **ADJOURNMENT**

Motion by Garner, Seconded by Venden to adjourn at 6:55.

2/09/2024 4:25 PM Reprint Check Register - Quick Report - Manual Page: 1

1-POOLED CHECKING ACCOUNT \*\*0307

ALL Checks

Posted From: 1/01/2024 From Account:
Thru: 1/31/2024 Thru Account:

	Thru:	1/31/2024 Thru Account:	
Check Nbr	Check Date	Payee	Amount
ACH	1/19/2024	ASCENTIS CORPORATION	40.65
Prev YR Exp/Ma	nual Check	DEC ACH	
ACH	1/17/2024	ALLIANT ENERGY	4,706.41
Prev YR Exp/Ma	nual Check		
ACH	1/19/2024	ALLIANT ENERGY	1,010.14
Prev YR Exp/Ma	nual Check	685030000	
ACH	1/08/2024	MADISON GAS & ELECTRIC CO.	743.64
	Manual Check		
ACH	1/02/2024	PRINCIPAL LIFE INSURANCE COMPANY	164.66
	Manual Check		
ACH	1/10/2024	FRONTIER COMMUNICATIONS	177.94
Prev YR Exp/Ma	nual Check	Office Two Phone lines	
ACH	1/10/2024	FRONTIER COMMUNICATIONS	113.41
Prev YR Exp/Ma	nual Check	WWTP phone line	
ACH	1/09/2024	SPECTRUM BUSINESS	199.99
	Manual Check	Charter ACH 50%	
V1264	1/03/2024	JOHNSON, MARGARET	409.31
	Manual Check	Pay period 12/11/2023 to 12/24/2023	
V1265	1/03/2024	PHELAN, LORI L	1,420.79
	Manual Check	Pay period 12/11/2023 to 12/24/2023	1,420.75
			1 026 61
V1266	1/03/2024 Manual Check	PETERSON, DALE Pay period 12/11/2023 to 12/24/2023	1,936.61
V1267	1/03/2024	GORHAM, MICHAEL	1,501.84
	Manual Check	Pay period 12/11/2023 to 12/24/2023	
V1268	1/03/2024	JOHNSON, HAROLD	511.96
	Manual Check	Pay period 12/11/2023 to 12/24/2023	
V1269	1/03/2024	LOSBY, BRADEN	1,610.06
	Manual Check	Pay period 12/11/2023 to 12/24/2023	
V1270	1/17/2024	CUSHMAN, SHYANNE	640.98
	Manual Check	Pay period 12/25/2023 to 01/07/2024	
V1271	1/17/2024	JOHNSON, MARGARET	511.10
	Manual Check	Pay period 12/25/2023 to 01/07/2024	
V1272	1/17/2024	PHELAN, LORI L	1,212.43
	Manual Check	Pay period 12/25/2023 to 01/07/2024	
V1273	1/17/2024	PETERSON, DALE	1,797.88
	Manual Check	Pay period 12/25/2023 to 01/07/2024	2,
V1274	1/17/2024		1 501 04
	Manual Check	Pay period 12/25/2023 to 01/07/2024	1,501.84
	ILLINGI CHECK	14J POLICA 12/20/2020 CO 01/0//2021	

2/09/2024 4:25 PM Reprint Check Register - Quick Report - Manual Page: 2
ACCT

ALL Checks

1-POOLED CHECKING ACCOUNT \*\*0307

Posted From: 1/01/2024 From Account:
Thru: 1/31/2024 Thru Account:

	Thru:	1/31/2024 Thru Account:	
Check Nbr	Check Date	Payee	Amount
V1275	• •	•	489.96
	Manual Check	Pay period 12/25/2023 to 01/07/2024	
V1276	1/17/2024	LOSBY, BRADEN	1,618.72
	Manual Check	Pay period 12/25/2023 to 01/07/2024	
V1277	1/31/2024	CUSHMAN, SHYANNE	1,464.74
	Manual Check	Pay period 01/08/2024 to 01/21/2024	
V1278	1/31/2024	JOHNSON, MARGARET	138.52
	Manual Check	Pay period 01/08/2024 to 01/21/2024	
V1279	1/31/2024	PHELAN, LORI L	1,284.05
	Manual Check		,
V1280	1/31/2024	PETERSON, DALE	2,576.99
	Manual Check	•	_,,,,,,,,
V1281	1/31/2024	GORHAM, MICHAEL	1,812.25
V1201	Manual Check	•	1,012.23
V1282			1,176.89
V1282	Manual Check	•	1,170.09
***1 0.00			0.106.16
V1283	1/31/2024 Manual Check	·	2,186.16
ONLINE	1/03/2024		2,078.47
	Manual Check		
ONLINE	1/09/2024		672.68
	Manual Check	Cardinal Way Phase 2 - TID loan x5570	
ONLINE			2,075.52
	Manual Check	01.17.2024 SS Tax	
ONLINE	1/17/2024	WISCONSIN DEPT. OF REVENUE	737.12
	Manual Check	Jan 2024 Payroll Tax	
ONLINE	1/31/2024	INTERNAL REVENUE SERVICE	3,141.33
	Manual Check	01.31.2024 PR - SS, Med, Fed	
ONLINE	1/31/2024	WISCONSIN DEPT. OF REVENUE	596.12
	Manual Check	Jan 2024 Payroll Tax	
AUTOPAY	1/02/2024	FIRSTNET - AT&T MOBILITY	33.49
Prev YR Exp/M	Manual Check	Mobile Internet Service	
AUTOPAY	1/02/2024	FIRSTNET - AT&T MOBILITY	88.84
Prev YR Exp/M	anual Check	SmartPhone & Hotspot Service	
AUTOPAY	1/31/2024	FIRSTNET - AT&T MOBILITY	88.85
	Manual Check		
AUTOPAY	1/31/2024	FARMERS SAVINGS BANK	30.00
	Manual Check		22.00

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1-POOLED CHECKING ACCOUNT \*\*0307 ALL Checks

Posted From: 1/01/2024 From Account:

Thru: 1/31/2024 Thru Account:

Check Nbr Check Date Payee Amount

WITHDRAWL 1/05/2024 FARMERS SAVINGS BANK 192,678.73

Manual Check Cert Ck-Local Title for Emerald Ridge

Grand Total 235,181.07

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ACCT

1-POOLED CHECKING ACCOUNT \*\*0307 ALL Checks

Posted From: 1/01/2024 From Account:
Thru: 1/31/2024 Thru Account:

		1,31,2021	11114 116664116.	
				Amount
Total Expendi	ture from	Fund # 100	- GENERAL FUND	31,265.56
Total Expendi	ture from	Fund # 140	- CAPITAL PROJECTS FUND	192,678.73
Total Expendi	ture from	Fund # 210	- TIF FUND	672.68
Total Expendi	ture from	Fund # 300	- SEWER FUND	8,107.83
Total Expendi	ture from	Fund # 400	- WATER FUND	2,456.27
			Total Expenditure from all Funds	235,181.07

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ALL Checks by Payee

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 2/13/2024 From Account: 2/13/2024

Voucher Nbr Check Date Amount Payee

Thru Account:

2/13/2024 BADGER METER

Thru:

January 2024

400-00-53612-000-840 BILLING & ACCOUNTING 135.66

January 2024

Total 135.66

2/13/2024 BAER INSURANCE SERVICES, INC

LIAB AND AUTO INS 23-24

100-00-51938-000-000 GENERAL GOV'T INSURANCE 768.61

LIAB AND AUTO INS 23-24

300-00-53612-000-853 INSURANCE 768.61

LIAB AND AUTO INS 23-24

400-00-53710-000-684 INSURANCE 768.61

LIAB AND AUTO INS 23-24

Total 2,305.83

2/13/2024 CINTAS CORP.

300-00-53311-000-852 38.68 UNIFORMS

400-00-53311-000-852 UNIFORMS 38.68

100-00-53311-755-000 STREETS - UNIFORMS 53.13

100-00-51980-760-000 87.35 FACILITIES UTILIITIES

Total 217.84

2/13/2024 CULLIGAN TOTAL WATER TREATMENT

40# Solar Salt - Community Center

100-00-51980-760-000 FACILITIES UTILIITIES 12.89

40# Solar Salt - Community Center

100-00-51600-100-000 VILLAGE HALL UTILITIES 10.73

Water Service

100-00-52100-315-000 POLICE - MISC SUPPLIES 0.00

Total 23.62

> 2/13/2024 DEAN HEALTH PLAN

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1-POOLED CHECKING ACCOUNT **0307	
Dated From: 2/13/2024 From Account:	
Thru: 2/13/2024 Thru Account:	
Voucher Nbr Check Date Payee	Amount
100-00-21530-000-000 HEALTH & DENTAL INS PAYABLE Mar 2024 - M Gorham	1,340.29
100-00-21530-000-000 HEALTH & DENTAL INS PAYABLE Feb 2024-S Cushman	1,802.16
100-00-21530-000-000 HEALTH & DENTAL INS PAYABLE Mar 2024-S Cushman	1,802.16
100-00-21530-000-000 HEALTH & DENTAL INS PAYABLE Mar 2024-L Phelan	2,991.58
Total	7,936.19
2/13/2024 DELTA 3 ENGINEERING, INC. D23-013 CARDINAL WAY (PHASE #3)	
210-00-57735-000-000 TIF CAPITAL OUTLAY D23-013 CARDINAL WAY (PHASE #3)	290.00
Total	290.00
2/13/2024 DELTA DENTAL OF WISCONSIN	
100-00-21530-000-000 HEALTH & DENTAL INS PAYABLE March 2024 - MG, SC, LP	245.85
300-00-53612-000-854 EMPLOYEE BENEFITS March 2024 - DP	51.86
400-00-53710-000-686 EMPLOYEE BENEFITS March 2024 - DP	51.86
100-00-21530-000-000 HEALTH & DENTAL INS PAYABLE February - SC	103.72
100-00-21530-000-000 HEALTH & DENTAL INS PAYABLE December Credit - HR	-76.82
Total	376.47
2/13/2024 DEPENDABLE LANDSCAPE & LAWN CARE LLC WATER MAIN BREAK 5.25 HRS	
400-00-53700-000-650 REPAIRS & MAINTENANCE WATER MAIN BREAK 5.25 HRS	945.00
Total	945.00
2/13/2024 DIGGERS HOTLINE, INC. 1st prepayment 2024	
400-00-53710-000-682 CONTRACTED SERVICES  1st prepayment 2024	388.80

2/09/2024 4:26 PM In Progress Checks - Full Report - Regular Page: 3

#### ALL Checks by Payee

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 2/13/2024 From Account:

100-00-21540-000-000

2/13/2024 Thru: Thru Account: Voucher Nbr Check Date Payee Amount 400-00-53710-000-682 CONTRACTED SERVICES 4.80 Inv 240121051 01.31.2024 393.60 Total 2/13/2024 DIVISION OF UNEMPLOYMENT INSURANCE 300-00-53612-000-854 EMPLOYEE BENEFITS 348.63 400-00-53710-000-686 EMPLOYEE BENEFITS 348.63 Total 697.26 DRS ENTERPRISES, LLC 2/13/2024 100-00-53311-730-000 STREETS - FUEL 1,401.27 100-00-52100-410-000 POLICE - FUEL 152.82 100-00-55200-730-000 0.00 PARK - FUEL 300-00-53610-000-822 FUEL-AUTO 121.65 400-00-53610-000-822 FUEL-AUTO 121.65 1,797.39 Total 2/13/2024 **EHLERS** Prepare Payroll Budget/Budget Meeting 100-00-51420-380-000 CLERK MISCELLANEOUS 850.00 Prepare Payroll Budget/Budget Meeting Total 850.00 2/13/2024 EHLERS PUBLIC FINANCE SEMINAR 02/15-16/2024 100-00-51420-330-000 CLERK TRAINING 200.00 PUBLIC FINANCE SEMINAR 02/15-16/2024 Total 200.00 2/13/2024 EVAN SEVERT

REAL ESTATE TAX REFUNDS

27.91

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ALL Checks by Payee

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 2/13/2024 From Account:

Thru: 2/13/2024 Thru	- 1
Thru: 2/13/2024 Thru  Voucher Nbr Check Date Payee	Amount
- Check Bate Tayee	<del>-</del>
	Total 27.91
2/13/2024 FAHERTY, INC.	
JAN 2024	
100-00-53635-000-000 RECYCLING COLLECTION JAN 2024	1,635.74
100-00-53620-000-000 GARBAGE COLLECTION JAN 2024	2,546.09
	Total 4,181.83
2/13/2024 GARRETT AND ALAYNA	. ROSE
100-00-21540-000-000 REAL ESTATE TAX REFUND	s 435.27
	Total 435.27
2/13/2024 GRANT COUNTY TRUCK Inv67526 dtd01.08.24 Cutting Edges	BODIES
100-00-53311-722-000 STREETS - EQUIP REPAIR Inv67526 dtd01.08.24 Cutting Edges	/MAINT 699.65
	Total 699.65
2/13/2024 LEXIPOL InvLEX1231016 Policy Manual	
100-00-52100-450-000 POLICE - COMPUTER/SOFT InvLEX1231016 Policy Manual	WARE 1,739.57
	Total 1,739.57
2/13/2024 LV LABS WATER, LLC Inv25980 Dated 01.03.2024	
400-00-53710-000-682 CONTRACTED SERVICES Inv25980 Dated 01.03.2024	60.00
	Total 60.00
2/13/2024 LV LABS WW,LLC	
300-00-53612-000-852 CONTRACTED SERVICES Inv2086 dated 01.03.2024	729.50
400-00-53700-000-650 REPAIRS & MAINTENANCE INV 2259 DATED 02.02.2024	60.00

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ALL Checks by Payee

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 2/13/2024 From Account:

Thru: 2/13/2024 Thru Account:	
Voucher Nbr Check Date Payee	Amount
т	otal 789.50
2/13/2024 MARTELLE WATER TREATMENT	<del></del>
Liquid Aluminum Sulfate	
300-00-53612-000-852 CONTRACTED SERVICES Liquid Aluminum Sulfate	904.00
400-00-53710-000-682 CONTRACTED SERVICES Sodium Hupochlorite Bulk	139.70
Т	otal 1,043.70
2/13/2024 NETFORTRIS AQUISITION CO. INC (WWTP) Acct 104568, Inv 165472	
300-00-53612-000-852	115.54
Acct 104568, Inv 165472	otal 115.54
	<del></del>
2/13/2024 PATRICIA MONTGOMERY Mailbox Replacement 01.09.24 Snow Storm	
100-00-53311-745-000 STREETS - SUPPLIES. OFC & GEN	30.00
Mailbox Replacement 01.09.24 Snow Storm	
	otal 30.00
2/13/2024 POSTAL SOURCE, INC. Double window envelopes	
100-00-51420-310-000 CLERK OFFICE SUPPLIES  Double window envelopes	67.65
300-00-53612-000-840 BILLING & ACCOUNTING Double window envelopes	67.65
400-00-53612-000-840 BILLING & ACCOUNTING  Double window envelopes	67.65
Т	otal 202.95
2/13/2024 RANDY'S SERVICE & TOWING In52165 RotateTires,OilChg,Scan	
100-00-52100-400-000 POLICE - VEHICLE EXPENSE	182.38
In52165 RotateTires,OilChg,Scan	otal 182.38

2/13/2024 SHAUN RIZZO

57.04

ACCT

Total

2/09/2024 4:26 PM In Progress Checks - Full Report - Regular Page: 6

ALL Checks by Payee

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 2/13/2024 From Account:

Thru: 2/13/2024 Thru Account:

Voucher Nbr Check Date Payee Amount

100-00-21540-000-000 REAL ESTATE TAX REFUNDS 57.04

2/13/2024 STAFFORD ROSENBAUM, LLP

Inv1290068 01.11.24 Ordinance Update

100-00-51300-000-000 LEGAL EXPENSE 780.00

Inv1290068 01.11.24 Ordinance Update

Total 780.00

2/13/2024 SUPERIOR CHEMICAL, LLC

INV380926 Urine Catcher Previous Year Expense

300-00-53610-000-827 OTHER SUPPLIES & EXPENSES 108.61

INV380926 Urine Catcher

100-00-55200-745-000 PARK - SUPPLIES -85.19

Credit balance applied from summer 2023

Total 23.42

2/13/2024 TOP PACK DEFENSE LLC

Inv #12469 dated 01.25.2024

100-00-52100-431-000 POLICE - UNIFORMS 236.13

Inv #12469 dated 01.25.2024

Total 236.13

2/13/2024 UNION TECHNOLOGY COOPERATIVE

Previous Year Expense

100-00-51420-316-000 CLERK INFORMATION TECHNOLOGY 100.00

INV 4566 DATED 12.12.2023

100-00-52100-450-000 POLICE - COMPUTER/SOFTWARE -25.00

Reversing incorrect code on ck#184580

300-00-53612-000-852 CONTRACTED SERVICES 200.00

Inv 4677 01.29.24 Google & Team Viewer

100-00-51420-316-000 CLERK INFORMATION TECHNOLOGY 200.00

Multiple tasks w/Lori, Shyanne & Maggie

Total 475.00

2/13/2024 USA BLUE BOOK

Previous Year Expense

300-00-53610-000-827 OTHER SUPPLIES & EXPENSES 234.20

INV00224349 DATED 12.18.23

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ALL Checks by Payee

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 2/13/2024 From Account:
Thru: 2/13/2024 Thru Account:

 Voucher
 Nbr
 Check
 Date
 Payee
 Amount

 300-00-53612-000-852
 CONTRACTED SERVICES
 132.16

INV00248296 DATED 01.17.2024
300-00-53611-000-833 MAINT OF TREATMENT SYSTEM 154.39

INV00255312 DATED 01.24.2024

400-00-53700-000-650 REPAIRS & MAINTENANCE 67.20

INV00256360 DATED 01.25.2024

Total 587.95

2/13/2024 WIL-KIL PEST CONTROL

INV4811670 DATED 01.19.24

300-00-53612-000-852 CONTRACTED SERVICES 98.55

INV4811670 DATED 01.19.24

Total 98.55

2/13/2024 WISC DEPT. OF JUSTICE

Inv455TIME-0000015927 dated 01.10.2024

Inv455TIME-0000015927 dated 01.10.2024

Total 771.00

2/13/2024 WISCONSIN DNR

05.08.2024 Madison

300-00-53710-000-689 TRAINING & EDUCATION 50.00

LOSBY-Distribution & Groundwater Cert

Total 50.00

2/13/2024 WISCONSIN DNR

05.08.2024 Madison

300-00-53710-000-689 TRAINING & EDUCATION 25.00

LOSBY Wastewater General Cert Exam

Total 25.00

Grand Total 28,781.25

2/09/2024 4:26 PM In Progress Checks - Full Report - Regular Page: 8

ALL Checks by Payee

1-POOLED CHECKING ACCOUNT \*\*0307

Dated From: 2/13/2024 From Account:

Thru: 2/13/2024 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	21,143.98
Total Expenditure from Fund # 210 - TIF FUND	290.00
Total Expenditure from Fund # 300 - SEWER FUND	4,149.03
Total Expenditure from Fund # 400 - WATER FUND	3,198.24
Total Expenditure from all Funds	28,781.25

LOCAL GOVERNMENT EDUCATION > GRANT WRITING

**GRANT WRITING FOR LOCAL GOVERNMENT & NONPROFITS** 

## WRITE EFFECTIVE GRANTS

## Learn strategies for success in a Zoom workshop over two half days.

Join us for an in-depth exploration of the foundational strategies necessary for effective grant writing within the government and nonprofit sectors. Delve into the vital role of strategic planning in securing grant funding and aligning future projects with goals and mission. Grants can be a significant part of an an organization's development plan.

**REGISTER** 

 $\overline{\mathbf{Z}}$ 

#### OUR WORKSHOP AT A GLANCE

Find out more about Grant Writing for Local Government and Nonprofits.

Dates

February 27 & 28, 2024 9 a.m.-12 p.m. both days

Format

Live Online (Zoom) with active learning

Investment

\$129

#### WORKSHOP MODULES

This two half-day workshop (9 a.m.-12 p.m. both days) encompasses five modules and employs a blended learning approach—lectures, interactive discussions, case studies and practical exercises. Participants engage in realistic scenarios to apply learned strategies, fostering a comprehensive understanding of grant writing for government and nonprofit organizations.

Upon completion, participants will possess the foundational knowledge and skills necessary to assess organizational readiness, identify suitable projects for funding, build effective relationships with funders and craft compelling grant proposals essential for government and nonprofit sustainability and growth.

#### **Organization Readiness Assessment**

Module 1

Item 4.

Evaluate the organization's mission, goals and strategic planning. Assess financial systems for effective grant fund tracking and reporting. Examine staff capabilities and leadership readiness for grant implementation.

#### **Categories of Support**

Module 2

Explore different grant categories, including start-up, program-specific, operational and capacity-building grants. Understand the nuances and criteria for each grant category.

#### **Identifying Projects for Funding**

Module 3

Learn how to align existing initiatives with funding opportunities and identify needs for targeted funding. Leave with worksheets and exercises for project identification and assessment.

#### **Relationship Building for Grants**

Module 4

Emphasize the importance of relationship building with funders. Practice effective communication strategies, including letters of inquiry, formal engagement, and follow-up techniques.

#### **Key Components of Proposal Development**

Module 5

Understand the elements of a compelling grant proposal. Strategize how to craft effective application letters, abstracts, narratives and budgets.

#### Instructor

#### Kerry Kuenzi

Associate Professor, Chair of the Master of Public Administration Program

Kerry focuses on issues at the intersection of public and nonprofit management and collaborative governance. Her recent publications are about the career trajectories of nonprofit executives and nonprofit management education. She earned her Ph.D. in public affairs.

#### **NEED ASSISTANCE?**

If you need assistance or have questions about the workshop, please contact us at <a href="mailto:businessdev@email.uwgb.edu">businessdev@email.uwgb.edu</a>



Bill To

Issue Date Shyanne Cushman 2/6/24

Village of Ridgeway

208 Jarvis Street, Suite A Ridgeway, WI 53582 US

Subject

Effective Grant Writing - Shyanne Cushman

Item Name	Unit Price	Quantity	Amount	Total
Grant Writing	129.00	1.00	129.00	129.00

Total: 129.00USD

Balance Paid: 129.00USD Balance Due: 0.00USD

Page 1/1

# **Building Wisconsin Communities**

Together, it's what we do.

2024 PUBLIC FINANCE SEMINAR

Summary Agenda Post Registration ✓

Log Out

## Congratulations, you are now registered!

Your Confirmation Number is: LJN858QJZL3

You will receive an email with your registration details.

Add to Calendar

## **Registration Summary**

Review your registration information below

## Lori Phelan

clerk@ridgewaywi.gov

**Cell Phone** 

608-574-1797

**Municipality/Company** 

Village of Ridgeway

Title

Clerk Treasurer

Agenda

Item

Date

Price

Sessions

Municipal Debt 101	2/15/24, 9:00 AM - 2/15/24, 9:45 AM	Free	1
Tax Increment Financing 101	2/15/24, 10:00 AM - 2/15/24, 10:45 AM	Free	
Public Funds Investing 101	2/15/24, 11:00 AM - 2/15/24, 11:45 AM	Free	
Welcome & Lunch	2/15/24, 12:00 PM - 2/15/24, 1:15 PM	Free	
Legacy Projects & The Capital Improvement Plan: Community Case Studies	2/15/24, 1:15 PM - 2/15/24, 2:15 PM	Free	
TIF Responsibly! Best Practices for the Use of Tax Increment Financing	2/15/24, 1:15 PM - 2/15/24, 2:15 PM	Free	
Keep 'er Movin! Planning Strategies for Large Utility Projects	2/15/24, 2:30 PM - 2/15/24, 3:30 PM	Free	
Adaptive Reuse & Brownfield Development: Local and State Programs in Practice	2/15/24, 2:30 PM - 2/15/24, 3:30 PM	Free	
Perplex the Professionals!	2/15/24, 3:45 PM - 2/15/24, 5:00 PM	Free	
Stay Calm & Carry On: Effectively Managing Public Crises	2/16/24, 8:30 AM - 2/16/24, 9:30 AM	Free	
Pitch Perfect: Landing Economic Development Projects	2/16/24, 9:30 AM - 2/16/24, 10:30 AM	Free	
Can We Build It? Housing Project Development in	2/16/24, 10:45 AM - 2/16/24, 12:00 PM	Free	

Add Group Member

Today's Market

Again, if paying by check, please mail to:

420000

Ehlers 2024 Public Finance Seminar

c/o Sue Porter

N19 W24400 Riverwood Drive, Suite 100

Waukesha, WI 53188

Fees:

Municipal (Officials & Employees) - \$200

Item 4.

### Time Distribution Report.LC - Payroll Entry for time distribution

Report Date: 01/11/2024 Report Time: 4:50:27 PM

Primary Sort By: Employee 12/25/2023 - 01/07/2024 [14 days]

Paycode	Reg. Hrs	OT-1	Total Hrs
	Employee: AD001 [PHELAN, LO	RIL]	
501[TRW]	42.00 ✓	0.00	42.00
511[CW]	2.00 🗸	0.00	2.00
AD001 [PHELAN, LORI L] Total:	44.00	0.00	44.00
BANK A SECONDARY OF SECONDARY OF SECONDARY	Employee: AD003 [JOHNSON, MA	GGIE]	NAME OF TAXABLE PARTY.
305[SADW]	3.50	0.00	3.50
511[CW]	21.25	0.00	21.25
605[WADW]	3.50	0.00	3.50
AD003 [JOHNSON, MAGGIE] Total:	28.25	0.00	28.25
	Employee: AD004 [CUSHMAN, SH)	(ANNE]	
305[SADW]	6.00	0.00	6.00
501[TRW]	19.50	0.00	19.50
605[WADW]	5.25	0.00	5.25
AD004 [CUSHMAN, SHYANNE] Total:	30.75	0.00	30.75
	Employee: PW003 [JOHNSON, HA	ARRY]	
401[STW]	3.25	0.00	3.25
611[FMW]	22.75	0.00	22.75
PW003 [JOHNSON, HARRY] Total:	26.00	0.00	26.00
	Employee: PW005 [PETERSON, I	DALE]	NAME OF THE OWNER OWNER OF THE OWNER OWNE
301[SEW]	46.00	0.00	46.00
302[SEH]	8.00	0.00	8.00
401[STW]	9.25	0.00	9.25
601[WAW]	5.00	0.00	5.00
602[WAH]	8.00	0.00	8.00
PW005 [PETERSON, DALE] Total:	76.25	0.00	76.25
	Employee: SP003 [LOSBY, BRAI	DEN]	
301[SEW]	8.50	0.00	8.50
401[STW]	59.00	0.00	59.00
402[STH]	16.00 🗸	0.00	16.00
601[WAW]	6.50	0.00	6.50
611[FMW]	1.75	0.00	1.75
SP003 [LOSBY, BRADEN] Total:	91.75	0.00	91.75
Grand Totals:	297.00	0.00	297.00

#### **END OF REPORT**

Time Distribution Report.LC - Payroll Entry for time distribution

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/02/2024

Report Time: 3:17:34 PM

12/25/2023 - 12/31/2023 [7 days]

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

Tim	ne Card						
	Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
	12/25/2023 Mon	501 [TRW]	02:23PM	03:18PM	0.75	0.7500000	
	12/27/2023 Wed	501 [TRW]	07:20AM	01:01PM		5.7500000	
		501 [TRW]	01:47PM	06:24PM	10.50	4.7500000	
	12/28/2023 Thu	501 [TRW]	03:20PM	06:10PM	3.00	3.0000000	
	12/29/2023 Fri	501 [TRW]	07:32AM	06:12PM	10.75	10.7500000	

					Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									
3 [SICK]									
6 [FH]									
501 [TRW]	1[UNUSED]	25.00		25.00					
TOTALS		25.00		25.00					

Employee Signature	Supervisor Signature	
x Ani & Phila	х	
I CERTIFY THE ABOVE INFORMATION TO BE CORRECT		

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

oort Date: 01/08/2024

01/01/2024 - 01/07/2024 [7 days]

Report Date: (	01/08/2024
Report Time: 3	3:54:07 PM

0001 [PHELAN, LOI	RI L]				
Employee ID	AD001	DEPT(G2)	AD	Pay Policy	500
Pay Type	3	Last Name	PHELAN	First Name	LORIL

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/02/2024 Tue	501 [TRW]	03:12PM	06:19PM	3.00	3.0000000	
01/03/2024 Wed	501 [TRW]	03:18PM	06:57PM	3.75	3.7500000	
01/04/2024 Thu	501 [TRW]	04:30PM*	06:31PM	2.00	2.0000000	
01/05/2024 Fri	511 [CW]	03:15PM*	05:15PM*	2.00	2.0000000	
01/06/2024 Sat	501 [TRW]	07:05AM	03:10PM	8.25	8.2500000	

					Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									
3 [SICK]									
6 [FH]									
501 [TRW]	1[UNUSED]	17.00		17.00					
511 [CW]	1[UNUSED]	2.00		2.00					
TOTALS		19.00		19.00					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT		
x	x	
Employee Signature	Supervisor Signature	

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/02/2024

Report Time: 3:17:33 PM

12/25/2023 - 12/31/2023 [7 days]

D003 [JOHNSON, M	AGGIE]				
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 Hr
12/26/2023 Tue	511 [CW]	11:02AM	06:00PM	7.00	7.0000000	
12/27/2023 Wed	511 [CW]	08:07AM	10:29AM		2.5000000	
	511 [CW]	02:55PM	06:02PM	5.50	3.0000000	
12/28/2023 Thu	511 [CW]	11:01AM	06:05PM	7.00	7.0000000	
12/30/2023 Sat	511 [CW]	08:26AM	09:09AM	×	0.7500000	
	511 [CW]	10:47AM	11:43AM	1.75	1.0000000	

Water State of State					Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									
3 [SICK]									
6 [FH]									
511 [CW]	1[UNUSED]	21.25		21.25					
TOTALS		21.25		21.25					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

X Employee Signature

X\_\_\_\_\_

**Supervisor Signature** 

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/08/2024

01/01/2024 - 01/07/2024 [7 days]

Report Time: 3:54:06 PM

JOHNSON, M	AGGIE]				
Employee ID	AD003	DEPT(G2)	DC	Pay Policy	550
Pay Type	3	Last Name	JOHNSON	First Name	MACCIE

e Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/02/2024 Tue	511 [CW]	12:54PM	02:07PM		1.0000000	
	511 [CW]	04:07PM	06:13PM		2.2500000	
	511 [CW]	06:40PM	07:14PM	3.75	0.5000000	
01/03/2024 Wed	511 [CW]	07:28PM	08:58PM	1.50	1.5000000	
01/04/2024 Thu	511 [CW]	04:34PM	06:10PM	1.75	1.7500000	

						Accrual				
Paycode	N/A	Reg Hrs	Reg Hrs OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available	
2 [VACA]										
3 [SICK]										
6 [FH]										
511 [CW]	1[UNUSED]	7.00		7.00						
TOTALS		7.00		7.00						

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

**Supervisor Signature** 

## Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/02/2024

Report Time: 5:04:52 PM

12/25/2023 - 12/31/2023 [7 days]

04 [CUSHMAN, S	HYANNE]				
Employee ID	AD004	DEPT(G2)	AD	Pay Policy	500
Pay Type	3	Last Name	CUSHMAN	First Name	SHYANNE

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
12/26/2023 Tue	511 [CW]	11:15AM*	03:45PM*	4.50	4.5000000	01711
12/27/2023 Wed	501 [TRW]	09:00AM*	12:30PM*		3.5000000	
	501 [TRW]	02:01PM*	06:01PM	7.50	4.0000000	
12/28/2023 Thu	501 [TRW]	03:15PM*	06:01PM	2.75	2.7500000	
12/29/2023 Fri	501 [TRW]	08:00AM	11:00AM*	3.00	3.0000000	

Paycode							Accrual		
	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
501 [TRW]	1[UNUSED]	13.25		13.25					
511 [CW]	1[UNUSED]	4.50		4.50					
TOTALS		17.75		17.75					

CERTIFY THE ABOVE INFORMATION TO BE CORRECT		
Mamile	X	
Employee \$ignature	Supervisor Signature	

#### Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/09/2024 Report Time: 11:40:06 AM

01/01/2024 - 01/07/2024 [7 days]

Item 5.

#### AD004 [CUSHMAN, SHYANNE]

Employee ID AD004	DEPT(G2) AD	Pay Policy 500
Pay Type 3	Last Name CUSHMAN	First Name SHYANNE

Time	Card						
COMMUNICATION OF	Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
	01/02/2024 Tue	501 [TRW]	04:28PM	06:11PM	1.75	1.7500000	
	01/03/2024 Wed	501 [TRW]	04:09PM	06:52PM	2.50	2.5000000	
	01/04/2024 Thu	501 [TRW]	03:46PM	06:15PM*	2.50	2.5000000	
	01/06/2024 Sat	501 [TRW]	07:05AM	01:15PM*	6.25	6.2500000	

TOTALS		13.00		13.00		92.00			92.00
501 [TRW]	1[UNUSED]	13.00		13.00					
6 [FH]						8.00			8.00
3 [SICK]						4.00			4.00
2 [VACA]						80.00			80.00
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
							Accrual		

CERTIFY THE ABOVE INFORMATION TO BE CORRECT	
x Xhuam (13	X
Employee Signature	Supervisor Signature

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/02/2024

Report Time: 3:17:34 PM

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

12/25/2023 - 12/31/2023 [7 days]

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

Time	me Card									
	Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs			
	12/27/2023 Wed	611 [FMW]	07:58AM	11:15AM	3.25	3.2500000				
	12/28/2023 Thu	611 [FMW]	07:50AM	11:28AM	3.75	3.7500000				
	12/29/2023 Fri	611 [FMW]	07:57AM	11:20AM	3.25	3.2500000				

Summary - I	PW003 [JOHNSON, HARRY]									
			Accrual							
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available	
611 [FMW]	1[UNUSED]	10.25		10.25						
TOTALS		10.25		10.25						

Employee Signature

Supervisor Signature

Wed 1727 Opened RCC got mail, Replaced light switch in upstaces Utileties room

Thuzs 12/28 Opened RCC, got mail flowed spice & Salted Moved office equipment at shap for fainting to 12/29 Opened RCC, stocked fathrooms, aljusted heater in upmens both room, placed suiver

Item 5.

VILLAGE OF RIDGEWAY

#### Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/08/2024

Report Time: 3:54:06 PM

01/01/2024 - 01/07/2024 [7 days]

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

me Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/02/2024 Tue	611 [FMW]	08:03AM	11:30AM	3.50	3.5000000	
01/03/2024 Wed	401 [STW]	08:00AM	12:02PM	4.00	4.0000000	
01/04/2024 Thu	401 [STW]	07:53AM	11:55AM	4.00	4.0000000	
01/05/2024 Fri	401 [STW]	07:52AM	12:02PM	4.25	4.2500000	

							Accrual Used Earned Availa		
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	12.25		12.25					
611 [FMW]	1[UNUSED]	3.50		3.50					
TOTALS		15.75		15.75					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature Supervisor Signature** 

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/02/2024

Report Time: 3:17:34 PM

12/25/2023 - 12/31/2023 [7 days]

P	W005 [PETERSON,	DALE]				
	Employee ID	PW005	DEPT(G2)	PW	Pay Policy	300
	Pay Type	3	Last Name	PETERSON	First Name	DALE

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
12/25/2023 Mon	602 [WAH]			p.	4.0000000	
	302 [SEH]			8.00	4.0000000	
12/26/2023 Tue	301 [SEW]	06:57AM	11:43AM	_ = = 1	4.7500000	
	301 [SEW]	12:14PM	03:25PM	8.00	3.2500000	
12/27/2023 Wed	301 [SEW]	06:58AM	11:57AM		5.0000000	
	301 [SEW]	12:28PM	03:27PM	8.00	3.0000000	
12/28/2023 Thu	301 [SEW]	06:52AM	03:02PM*	8.25	8.2500000	
12/29/2023 Fri	301 [SEW]	06:54AM	10:55AM	4.00	4.0000000	

							Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	rned	Available		
2 [VACA]											
3 [SICK]							i		8.00		
6 [FH]											
301 [SEW]	1[UNUSED]	28.25		28.25							
302 [SEH]	1[UNUSED]	4.00		4.00							
602 [WAH]	1[UNUSED]	4.00		4.00							
TOTALS		36.25		36.25					8.00		

x (	rel ? )	X	
	-		

**Supervisor Signature** 

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

Page 5

#### Dale Peterson Weekly Work Log 12-25-2023

#### Monday 12-25-2023:

Holiday 8 Hours

#### Tuesday 12-26-2023:

Daily Labs at WWTP 2 Hours

Trouble shot wasting and sludge at WWTP 3 Hours, Trouble shot meter reading device and reads 3 Hours

#### Wednesday 12-27-2023:

Daily Labs at WWTP 2 Hours

Monitored decanting of sludge tank 3 Hours, Troubleshot Chem pumps 3 Hours.

#### Thursday: 12-28-2023:

Daily Labs at WWTP 2 Hours

Decant sludge tank 2 Hours, Plow village streets 4 Hours

Replaced suction line for Influent sampler 2 Hours, Holiday 4 Hours

## VILLAGE OF RIDGEWAY Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/08/2024

Report Time: 3:54:07 PM

01/01/2024 - 01/07/2024 [7 days]

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

ime Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hr
01/01/2024 Mon	602 [WAH]				4.0000000	
	302 [SEH]			8.00	4.0000000	
01/02/2024 Tue	301 [SEW]	06:58AM	12:13PM		5.2500000	
	301 [SEW]	12:43PM	03:27PM	8.00	2.7500000	
01/03/2024 Wed	301 [SEW]	06:59AM	11:59AM		5.0000000	
	301 [SEW]	12:28PM	03:28PM	8.00	3.0000000	
01/04/2024 Thu	301 [SEW]	06:57AM	02:54PM	8.00	8.0000000	
01/05/2024 Fri	301 [SEW]	06:55AM	03:02PM	8.00	8.0000000	

							Accrual	ccrual		
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available	
2 [VACA]						80.00			80.00	
3 [SICK]					8.00	4.00			12.00	
6 [FH]						8.00			8.00	
301 [SEW]	1[UNUSED]	32.00		32.00						
302 [SEH]	1[UNUSED]	4.00		4.00						
602 [WAH]	1[UNUSED]	4.00		4.00						
TOTALS		40.00		40.00	8.00	92.00			100.00	

CERTIFY	THE ABOVE IN	FORMATION	IO BE COM	RECT

**Employee Signature** 

**Supervisor Signature** 

#### Dale Peterson Weekly Work Log 1-1-2024

#### Monday 1-1-2024:

Holiday 8 Hours

#### Tuesday 1-2-2024:

Daily Labs at WWTP 2 Hours

Retrieved new Quote for Mower 1 Hour, Finished routing suction line for Influent Sampler 2 Hours, Started Sludge paperwork for DNR 3 Hours.

#### Wednesday 1-3-2024:

Daily Labs at WWTP 2 Hours

Completed Water and Wastewater reports 4 Hours, Researched Kirby St dead end and adjoining properties 2 Hours.

#### Thursday: 1-4-2024:

Daily Labs at WWTP 2 Hours

Talked with AeroMod and troubleshot ongoing high TSS issue, made adjustments and cleaned one clarifier, notified DNR about possible limit violations and steps being taken to address. 6 Hours

#### Friday 1-5-2024:

Daily Labs at WWTP 2 Hours

Flushed manhole and sewer main at Cretney and Kirby 2 Hours, Cleaned and scrubbed clarifiers and skimmers removed excess grease 2 Hours, Met with Engineer about possible lot sale and use of Village right of way 2 Hours.

## Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/02/2024 Report Time: 3:17:34 PM

12/25/2023 - 12/31/2023 [7 days]

## SP003 [LOSBY, BRADEN]

	•				
Employee ID	SP003	DEPT(G2)	ST	Pay Policy	400
Pay Type	3	Last Name	LOSBY	First Name	BRADEN

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
12/25/2023 Mon	402 [STH]				8.0000000	
	401 [STW]	10:01AM	12:01PM*	10.00	2.0000000	
12/26/2023 Tue	401 [STW]	06:56AM	11:30AM		4.5000000	
	401 [STW]	12:06PM	03:38PM	8.25	3.7500000	
12/27/2023 Wed	401 [STW]	06:55AM	11:47AM		4.7500000	
	401 [STW]	12:35PM	03:32PM	7.75	3.0000000	
12/28/2023 Thu	401 [STW]	06:55AM	03:24PM	8.50	8.5000000	
12/29/2023 Fri	401 [STW]	06:55AM	12:39PM	5.75	5.7500000	
12/30/2023 Sat	401 [STW]	10:54AM	12:54PM*	2.00	2.0000000	
12/31/2023 Sun	401 [STW]	08:29AM	10:26AM	2.00	2.0000000	

					Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									6.2
3 [SICK]									19.75
6 [FH]									
7 [BREV]									
401 [STW]	1[UNUSED]	36.25		36.25					
402 [STH]	1[UNUSED]	8.00		8.00					
TOTALS		44.25		44.25					26.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

#### Weekly Work Log December 25 - December 31 2023

**Braden Losby** 

## Monday December 25 2023:

#### Tuesday December 26 2023:

Daily rounds. - 2 hours

Working on street shop office. - 2 hours

Meter reads. - 3 hours

Farm and fleet run. - 1 hour

#### Wednesday December 27 2023:

Daily rounds. - 2 hours

Working on electrical issues at the community center. – 2 hours

Working on prepping shop office for painting. – 4 hours

#### Thursday December 28 2023:

Daily rounds. - 2 hours

Snow plowing. – 4 hours

Working on shop. – 2 hours

#### Friday December 29 2023:

Daily rounds. - 2 hours

Snow plowing. – 3 hours

#### Saturday December 30 2023:

Weekend rounds. - 2 hours

#### Sunday December 31 2023:

Weekend rounds and salting roads. - 2 hours

# Employee Timecard - LPHELAN-07/27/2015

\_AN-07/27/2015

Report Date: 01/08/2024 Report Time: 3:54:06 PM

01/01/2024 - 01/07/2024 [7 days]

### SP003 [LOSBY, BRADEN]

Employee ID SP003	DEPT(G2)	ST	Pay Policy	400
Pay Type 3	Last Name	LOSBY	First Name	BRADEN

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/01/2024 Mon	402 [STH]			T = T = 1	8.0000000	
	401 [STW]	11:59AM	01:59PM*	10.00	2.0000000	
01/02/2024 Tue	401 [STW]	06:55AM	12:13PM		5.2500000	
	401 [STW]	12:51PM	3:30	5.25		
01/03/2024 Wed	401 [STW]	06:56AM	11:30AM		4.5000000	
	401 [STW]	12:09PM	03:41PM	8.00	3.5000000	
01/04/2024 Thu	401 [STW]	06:51AM	12:13PM		5.2500000	
	401 [STW]	12:50PM	03:23PM		2.7500000	
	401 [STW]	04:35PM	6:35	8.00		
01/05/2024 Fri	401 [STW]	06:51AM	11:54AM		5.0000000	
	401 [STW]	12:34PM	03:04PM	7.50	2.5000000	
01/06/2024 Sat	401 [STW]	09:16AM	11:16AM*	2.00	2.0000000	
01/07/2024 Sun	401 [STW]	10:09AM	12:09PM*	2.00	2.0000000	

Summary - SP003 [LOSBY, BRADEN]

					Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					6.25	80.00			86.25
3 [SICK]					19.75	4.00			23.75
6 [FH]						8.00			8.00
7 [BREV]									
401 [STW]	1[UNUSED]	34.75		34.75					
402 [STH]	1[UNUSED]	8.00		8.00					
TOTALS		42.75	-	42.75	26.00	92.00			118.00

47.50

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

# Weekly Work Log January 1 – January 8 2024 Braden Losby

### Monday January 1 2023:

Off new years. – 8 hours

## Tuesday January 2 2023:

Daily rounds. - 2 hours

Ems call. - 1 hour

Getting an updated quote for Ferris mower. - 2 hours

Feeding new sampler line. - 1 hour

Working on shop. – 2 hours

#### Wednesday January 3 2023:

Daily rounds. - 2 hours

Fixing salter frame on baby dump. - 3 hours

Painting shop office. – 3 hours

#### Thursday January 4 2023:

Daily rounds. - 2 hours

Getting quotes for baby dump cutting edges. - 1 hour

Painting shop. – 5 hours

#### Friday January 5 2023:

Daily rounds. - 2 hours

Flushing paper in sewer. - 2 hours

Farm and fleet run and getting quotes for mower. - 2 hours

#### Saturday January 6 2023:

Weekend rounds. - 2 hours

## Sunday January 7 2023:

Weekend rounds. - 2 hours

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

Report Date: 01/11/2024 Report Time: 4:45:51 PM

Primary Sort By: LOC(G1);DEPT(G2);Employee 12/25/2023 - 01/07/2024 [14 days]

Employee	Police Wages Reg Hours	Police Wages OT-1 Hours		Holidays Hours	Police Float Ho Hours	Vacation Hours	Police Sick Hours	Total Hrs
		LOC: 1 [Village	of Ridgewa	ay]	1			
-		DEPT: PI	D [Police]					
GORHAM, MICHAEL [PD011]	59.50		0.25	16.00				80.00
PD [Police] Total:	59.50	0.00	0.25	16.00	0.00	0.00	0.00	80.00
Head Count:								1
1 [Village of Ridgeway] Total:	59.50	0.00	0.25	16.00	0.00	0.00	0.00	80.00
Head Count:								1
Grand Total:	59.50	0.00	0.25	16.00	0.00	0.00	0.00	80.00
Head Count:		. Taberada						1

**END OF REPORT** 

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

# Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/02/2024

Report Time: 3:17:33 PM

12/25/2023 - 12/31/2023 [7 days]

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

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
12/25/2023 Mon	202 [POH]			8.00	8.0000000	
12/27/2023 Wed	201 [POW]	01:30PM*	01:30AM*	12.00	12.0000000	
12/28/2023 Thu	201 [POW]	03:00PM*	01:15AM*	10.25	10.2500000	
12/29/2023 Fri	204 [POV]			8.00	8.0000000	
12/30/2023 Sat	201 [POW]	11:30PM*	02:03AM*	2.50	2.5000000	
12/31/2023 Sun	201 [POW]	06:00PM*	01:00AM*	7.00	7.0000000	

Daysada	N/A		OT1 - OT-2	Total Hrs	Accrual					
Paycode	N/A	Reg Hrs			Prior Bal	Adjust	Used	Earned	Available	
2 [VACA]					57.00		8.00		49.00	
3 [SICK]									159.00	
6 [FH]										
201 [POW]	1[UNUSED]	31.75		31.75						
202 [POH]	1[UNUSED]	8.00		8.00						
204 [POV]	1[UNUSED]	8.00		8.00						
TOTALS		47.75		47.75	57.00		8.00		208.00	

CERTIFY THE ABOYENFORMATION TO BE CORRECT

**Employee Signature** 

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Item 5.

VILLAGE OF RIDGEWAY

# Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/08/2024

Report Time: 3:54:06 PM

01/01/2024 - 01/07/2024 [7 days]

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

Time Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/01/2024 Mon	202 [POH]			8.00	8.0000000	
01/02/2024 Tue	201 [POW]	07:30AM*	12:00PM*	4.50	4.5000000	
01/04/2024 Thu	205 [POP]	01:00PM*	11:00PM*	10.00	10.0000000	
01/05/2024 Fri	205 [POP]	09:00PM*	01:30AM*	4,50	4.5000000	
01/06/2024 Sat	205 [POP]	05:00PM*	01:39AM*	8.75	8.7500000	
01/07/2024 Sun	208 [PADJ]			0.25	0.2500000	

Summary - I	PD011 [GORHAM, MICHAEL	]							
							Accrual		
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					57.00	120.00			177.0
3 [SICK]					159.00	4.00			163.00
6 [FH]						8.00			8.0
201 [POW]	1[UNUSED]	4.50		4.50					
202 [POH]	1[UNUSED]	8.00		8.00					
205 [POP]	1[UNUSED]	23.25		23.25					
208 [PADJ]	1[UNUSED]	0.25		0.25					
TOTALS		36.00		36.00	216.00	132.00			348.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

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

Report Date: 01/25/2024

Report Time: 5:09:26 PM

Primary Sort By: Employee;DEPT(G2) 01/08/2024 - 01/21/2024 [14 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hr
	Employee: AD001 [PHELAN	, LORI L]		10141111
AD [General Admin]	501[TRW]	38.00	0.00	and the same and t
SE [Sewer]	305[SADW]	4.50	0.00	38.0
WA [Water]	605[WADW]	4.25	0.00	4.5
AD001 [PHELAN, LORI L] Total:			0.00	4.2
	Employee: AD003 [JOHNSON	46.75	0.00	46.7
DC [Deputy Clerk]		MAGGIEJ		
AD003 [JOHNSON, MAGGIE] Total:	511[CW]	7.50	0.00	7.50
	Employee: AD004 follows	7.50	0.00	7.50
AD [General Admin]	Employee: AD004 [CUSHMAN,	SHYANNE]		
DC [Deputy Clerk]	501[TRW]	29.00	0.00	29.00
SE [Sewer]	511[CW]	34.00	0.00	34.00
WA [Water]	305[SADW]	6.00	0.00	6.00
	605[WADW]	6.00	0.00	6.00
AD004 [CUSHMAN, SHYANNE] Total:		75.00	0.00	75.00
	Employee: PW003 [JOHNSON	, HARRY]		
FM [FACILITES MAINTENANCE]	611[FMW]	4.00	0.00	
SP [Streets Plowing]	401[STW]	59.50	3.75	4.00
PW003 [JOHNSON, HARRY] Total:		63.50	3.75	63.25
	Employee: PW005 [PETERSO		3.75	67.25
SE [Sewer]	301[SEW]	39.75	0.00	37.75
CD (Otto A D)			0.00	07.70
SP [Streets Plowing]	401[STW]	30.50	22.00	57.70
BT [Streets]	401[STW]	5.00	0.00	52.50 5.00
VA [Water]	601[WAW]	1.00	0.00	1.00
W005 [PETERSON, DALE] Total:		76.25	22.00	98.25
	Employee: SP003 [LOSBY, BF	RADEN]		30.23
M [FACILITES MAINTENANCE]	611[FMW]	2.00	0.00	-
E [Sewer]	301[SEW]	5.00	0.00	2.00
P [Streets Plowing]	401[STW]	46.00		5.00
T [Streets]	401[STW]	23.00	22.75	68.75
/A [Water]	601[WAW]	4.00	4.00	29.00
P003 [LOSBY, BRADEN] Total:		80.00	0.00	4.00
rand Totals:		349.00	28.75	108.75
		349.00	54.50	403.50

**END OF REPORT** 

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

# Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/15/2024 Report Time: 10:02:09 AM

01/08/2024 - 01/14/2024 [7 days]

Item 5.

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

Tim	e	C	a	r	C
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Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/08/2024 Mon	501 [TRW]	03:34PM	06:02PM	2.50	2.5000000	011110
01/09/2024 Tue	501 [TRW]	04:00PM*	05:29PM	1.50	1.5000000	
01/10/2024 Wed	501 [TRW]	03:56PM	07:16PM	3.25	3.2500000	
01/11/2024 Thu	501 [TRW]	02:00PM*	09:11PM	7.25	7.2500000	
01/12/2024 Fri	501 [TRW]	03:45PM	05:27PM	1.75	1.7500000	
01/13/2024 Sat	501 [TRW]	07:49AM	03:19PM	7.50	7.5000000	

Summary - AD001 [PHELAN, LORI L]

Paycode	NIA						Accrual	ccrual		
	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available	
2 [VACA]										
3 [SICK]										
6 [FH]										
501 [TRW]	1[UNUSED]	23.75		23.75						
TOTALS		23.75		23.75						

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

Treas - 26.00

Sever Ad - 3.00 Water Ad - 1.75 x\_\_\_\_\_

# Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/22/2024 Report Time: 8:50:44 AM

01/15/2024 - 01/21/2024 [7 days]

Item 5.

AD001	[PHELAN	, LORI LI
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Employee ID AD001		
-Improved ID ADOUT	DEPT(G2) AD	Pay Policy 500
Pay Type 3	Last Name PHELAN	The state of the s
	Last Hame Frictaly	First Name LORI L

**Time Card** 

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT H
01/15/2024 Mon	501 [TRW]	03:15PM	05:48PM	2.50	2.5000000	OT Hr
01/16/2024 Tue	501 [TRW]	02:49PM	05:28PM	2.75	2.7500000	
01/17/2024 Wed	501 [TRW]	03:29PM	05:59PM	2.50	2.7300000	
01/18/2024 Thu	501 [TRW]	07:41AM	12:22PM	2.50	4.5000000	
	501 [TRW]	02:37PM	06:02PM	8.00	3.5000000	
01/19/2024 Fri	501 [TRW]	03:21PM	06:13PM	3.00	3.000000	
01/21/2024 Sun	501 [TRW]	10:06AM	02:10PM	4.25	4.2500000	

Summary - AD001 [PHELAN, LORI I ]

Paycode	N/A	D. H	074 07				Accrual		
	INA	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									
3 [SICK]									
6 [FH]									
501 [TRW]	1[UNUSED]	23.00		23.00					
TOTALS		23.00		23.00					

ı	CERTIFY	THE	ABOV	EINFO	RMATION	TOR	CORRECT

x	X
Employee Signature	Supervisor Signature

Treas 18.00 Sewer Adn. 2.50 Water Adn. 2.50

# Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/15/2024 Report Time: 10:02:09 AM

01/08/2024 - 01/14/2024 [7 days]

Item 5.

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

**Time Card** 

Date	Paycode	IN	OUT	Deily Tatal		
01/10/2024 Wed	E11 [C)A(I			Daily Total	Reg Hrs	OTH
0 17 10/2024 Wed	511 [CW]	04:33PM	06:17PM	1.75	1.7500000	

Summary - AD003 [JOHNSON, MAGGIE]

Paycode	e N/A	N/A Death of	074 07 0		Accrual				
2 [VACA]	IVA	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
3 [SICK]									
6 [FH]									
511 [CW]	1[UNUSED]	1.75		1.75					
TOTALS		1.75		1.75					

# I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

Employee Signature

# Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/22/2024 Report Time: 8:50:43 AM

01/15/2024 - 01/21/2024 [7 days]

Item 5.

# AD003 [JOHNSON, MAGGIE]

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

	e		

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/15/2024 Mon	511 [CW]	12:48PM	03:24PM	2.75	2.7500000	
01/16/2024 Tue	511 [CW]	04:35PM	06:02PM	1.50	1.5000000	
01/17/2024 Wed	511 [CW]	04:35PM	05:59PM	1.50	1.5000000	

Summary - AD003 [JOHNSON, MAGGIE]

Paycode	N/A								
		Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									
3 [SICK]									
6 [FH]									
511 [CW]	1[UNUSED]	5.75		5.75					
TOTALS		5.75		5.75					

#### I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

## Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/15/2024 Report Time: 10:02:09 AM

01/08/2024 - 01/14/2024 [7 days]

Item 5.

## AD004 [CUSHMAN, SHYANNE]

Employee ID AD004	DEPT(G2) AD	Pay Policy 500
Pay Type 3	Last Name CUSHMAN	First Name SHYANNE

Т	me	C	arc
		_	

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hr
01/08/2024 Mon	501 [TRW]	09:03AM	12:14PM		3.2500000	
	501 [TRW]	01:18PM	06:02PM	8.00	4.7500000	
01/09/2024 Tue	501 [TRW]	10:04AM	12:30PM		2.5000000	
	501 [TRW]	12:59PM	05:24PM	7.00	4.5000000	
01/10/2024 Wed	501 [TRW]	09:32AM	07:15PM	9.75	9.7500000	
01/11/2024 Thu	501 [TRW]	09:55AM	12:57PM		3.0000000	
	501 [TRW]	01:55PM	09:11PM	10.25	7.2500000	

Summary - AD004 ICUSHMAN SHYANNET

Devende	N/A D			Accrual					
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					80.00	40.00			120.00
3 [SICK]									4.00
6 [FH]									
501 [TRW]	1[UNUSED]	35.00		35.00					8.00
TOTALS		35.00		35.00	80.00	40.00			132.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

Treas 29.00

Water Admin 3.00 Sewer Admin 3.00 35.00

Supervisor Signature

Lai J. Phile

# Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/22/2024

Report Time: 8:50:43 AM

01/15/2024 - 01/21/2024 [7 days]

Item 5.

AD004 [CUSHMAN, SHYANNE	AD004	CUSHMAN	SHYANNE
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Employee ID	AD004	DEPT(G2)	DC	Pay Policy	550
Pay Type	3	Last Name	CUSHMAN	First Name	SHYANNE

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/15/2024 Mon	511 [CW]	09:27AM	11:44AM		2.2500000	
	511 [CW]	12:14PM	05:59PM	8.00	5.7500000	
01/16/2024 Tue	511 [CW]	09:28AM	01:06PM		3.5000000	
	511 [CW]	01:35PM	06:02PM	8.00	4.5000000	
01/17/2024 Wed	511 [CW]	09:30AM	01:40PM		4.2500000	
	511 [CW]	02:09PM	05:59PM	8.00	3.7500000	
01/18/2024 Thu	511 [CW]	07:54AM	12:40PM		4.7500000	
	511 [CW]	01:12PM	05:02PM	8.50	3.7500000	
01/19/2024 Fri	511 [CW]	07:27AM	11:30AM		4.0000000	
	511 [CW]	12:29PM	03:59PM	7.50	3.5000000	

							Accrual	The state of the s	
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									120.00
3 [SICK]									4.00
6 [FH]									8.00
511 [CW]	1[UNUSED]	40.00		40.00					
TOTALS		40.00		40.00					132.0

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

Clerk 34.00 Sewer Adn 3.00 Water Adn 3.00

Employee Signature

Supervisor Signature

Page 1

## Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/15/2024

Report Time: 10:39:37 AM

01/08/2024 - 01/14/2024 [7 days]

Item 5.

PW003	[JOHNSON,	HARRY]

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

ш	m	е	C	а	rc

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/08/2024 Mon	401 [STW]	07:58AM	11:58AM	4.00	4.0000000	
01/09/2024 Tue	401 [STW]	05:26AM	03:35PM	10.00	10.0000000	
01/10/2024 Wed	401 [STW]	07:17AM	01:35PM	6.25	6.2500000	
01/11/2024 Thu	401 [STW]	07:31AM	12:44PM	5.25	5.2500000	
01/12/2024 Fri	401 [STW]	06:26AM	04:15PM	9.75	9.7500000	
01/13/2024 Sat	401 [STW]	06:37AM	01:04PM	6.50	4.7500000	1.7500000
01/14/2024 Sun	401 [STW]	07:00AM*	09:00AM*	2.00		2.0000000

Summary -	PW003	[JOHNSON,	HARRY]
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_							Accrual		
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	40.00	3.75	43.75					
TOTALS		40.00	3.75	43.75					

ı	CEPTIEV THE	AROVE	INFORMATION T	OPE	CORRECT
-	CERTIFF THE	ABUVE	INFORMATIONT		CUDDECT

**Employee Signature Supervisor Signature** 

Page 4 Streets Plow 39:76

# Employee Timecard - LPHELAN-07/27/2015

01/15/2024 - 01/21/2024 [7 days]

Item 5.

Report Date: 01/22/2024 Report Time: 8:50:43 AM

	Employee ID	DIMAGO					
-	Employee ID	PVV003	DEPT(G2)	FM	Pay Policy	401	
	Pay Type	1	Last Name	JOHNSON		0580/4	
	, . , , , ,		Last Name	JOHNSON	First Name	HARRY	

Т	m	e	C	a	ro

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OTH
01/15/2024 Mon	401 [STW]	08:01AM	12:20PM	4.25		OT Hr
01/16/2024 Tue	401 [STW]	07:57AM	12:13PM		4.2500000	
01/17/2024 Wed	401 [STW]	07:58AM	01:47PM	4.25	4.2500000	
01/18/2024 Thu	401 [STW]			5.75	5.7500000	
		08:03AM	01:00PM	5.00	5.0000000	
01/19/2024 Fri	401 [STW]	08:05AM	12:15PM	4.25	4.2500000	

Summary - PW003 [JOHNSON, HARRY]

Paycode	N/A						Accrual		
A Part of the Control		Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
401 [STW]	1[UNUSED]	23.50		23.50					Tranable
TOTALS		23.50		23.50					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x Harry Johnson	<b>x</b>
Employee Signature	Supervisor Signature
1/15 Mon Chared SHOW from p	wil boxes & curbs with
, Skedsteer	
16 Teces Moved smar off stre	cets to balling And our
1/15 Tuces Moved sman off stre	at the factor of the
1/18 thurs Hauled snow to	Schend Call Park
119 Fri 11	

Struts Plowing 23.50

#### Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/15/2024 Report Time: 10:02:09 AM

01/08/2024 - 01/14/2024 [7 days]

Item 5.

## PW005 [PETERSON, DALE]

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

ne Card						
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/08/2024 Mon	301 [SEW]	06:56AM	12:10PM		5.2500000	
	301 [SEW]	12:39PM	03:45PM	8.25	3.0000000	
01/09/2024 Tue	301 [SEW]	04:44AM	09:16PM	16.50	16.5000000	
01/10/2024 Wed	301 [SEW]	04:33AM	10:28AM	6.00	6.0000000	
01/11/2024 Thu	301 [SEW]	04:06AM	12:07PM	8.00	8.0000000	
01/12/2024 Fri	301 [SEW]	04:23AM	07:30PM	15.00	1.2500000	13.7500000
01/13/2024 Sat	301 [SEW]	03:54AM	12:10PM	8.25		8.2500000

					Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									80.00
3 [SICK]									12.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	40.00	22.00	62.00					
TOTALS		40,00	22.00	62.00					100.00

		TO BE CORRECT

1		-61	1	-
(1	000	1		
 U	Voc	7		

**Employee Signature** 

Jewer 11.50

Duter 1.00

Streets 3.00

Plowing 24.50 22.00

40.00 22.00

#### Dale Peterson Weekly Work Log 1-8-2024

#### Monday 1-8-2024:

Daily Labs at WWTP 2 Hours

Flushed 2 sewer mains with the help of CK septic 2 Hours, Picked up Christmas trees 2 Hours, Installed new cutting edge on the baby dump 1 Hour, Cleaned and adjusted clarifiers 1 Hour.

#### Tuesday 1-9-2024:

Daily Labs at WWTP 2 Hours

Plowing and snow removal 14.5 Hours

#### Wednesday 1-10-2024:

Daily Labs at WWTP 2 Hours

Plowing and salting 4 Hours

#### Thursday: 1-11-2024:

Daily Labs at WWTP 2 Hours

Plowing and salting 6 Hours

#### Friday 1-12-2024:

Daily Labs at WWTP 2 Hours

Plowing and salting streets 11.75 Hours

#### Saturday 1-13-2024:

Plowing and salting streets 8.25 Hours

## Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/22/2024 Report Time: 8:50:44 AM

01/15/2024 - 01/21/2024 [7 days]

Item 5.

## 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
01/15/2024 Mon	301 [SEW]	06:58AM	12:34PM		5.5000000	
	301 [SEW]	12:59PM	03:27PM	8.00	2.5000000	
01/16/2024 Tue	301 [SEW]	06:57AM	01:10PM		6.2500000	
	301 [SEW]	01:29PM	03:29PM	8.25	2.0000000	
01/17/2024 Wed	301 [SEW]	06:58AM	12:29PM		5.5000000	
	301 [SEW]	01:00PM	03:25PM	8.00	2.5000000	
01/18/2024 Thu	301 [SEW]	06:57AM	01:56PM	7.00	7.0000000	
01/19/2024 Fri	301 [SEW]	06:57AM	11:54AM	5.00	5.0000000	

Summary -	PW005 [PETERSON, DALE]								
			OT1 - OT-2				Accrual		
Paycode	N/A	Reg Hrs		Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]				<b>用温度</b>					80.00
3 [SICK]									12.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	36.25		36.25					
TOTALS		36.25		36.25					100.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

x\_Men-7

x\_\_\_\_\_

**Employee Signature** 

**Supervisor Signature** 

Sever - 28.25 Streets - 2.00 Streets Plow - 6.00 36.25

#### Dale Peterson Weekly Work Log 1-15-2024

#### Monday 1-15-2024:

Daily Labs at WWTP 2 Hours

Troubleshooting F550 4 Wheel drive 1 Hour, Cleanout salt from Peterbilt Truck and prep for hauling snow 4 Hours, Snow removal around WWTP 1 Hour

#### Tuesday 1-16-2024:

Daily Labs at WWTP 2 Hours

Preparing annual sludge report for DNR 6 Hours

#### Wednesday 1-17-2024:

Daily Labs at WWTP 2 Hours

Completed 2023 sludge report for the DNR 4 Hours, took the baby dump to Hallada for repair/inspection 1 Hour, snow removal at WWTP 1 Hour.

#### Thursday: 1-18-2024:

Daily Labs at WWTP 2 Hours

Toubleshot and ordered heat tape controllers for Community Center downspouts 3 Hours, Ice removal from WWTP and trying to pump down digesters 2 Hours

#### Friday 1-19-2024:

Daily Labs at WWTP 2 Hours

Thawed out and pumped down digesters 3 Hours

## Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/15/2024

Report Time: 10:02:09 AM

01/08/2024 - 01/14/2024 [7 days]

Item 5.

### SP003 [LOSBY, BRADEN]

Employee ID SP003	DEPT(G2)	ST	Pay Policy	400
Pay Type 3	Last Name	LOSBY	First Name	BRADEN

Time C	

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/08/2024 Mon	401 [STW]	06:55AM	04:37PM	9.50	9.5000000	
01/09/2024 Tue	401 [STW]	03:55AM	10:47AM		6.7500000	
	401 [STW]	11:07AM	09:21PM	16.75	10.0000000	
01/10/2024 Wed	401 [STW]	04:44AM	10:21AM	5.50	5.5000000	
01/11/2024 Thu	401 [STW]	03:35AM	12:11PM		8.2500000	0.5000000
	401 [STW]	01:02PM	01:58PM			1.0000000
	401 [STW]	06:29PM	08:20PM	11.50		1.7500000
01/12/2024 Fri	401 [STW]	04:27AM	02:04PM			9.5000000
	401 [STW]	02:36PM	06:57PM	14.00		4.5000000
01/13/2024 Sat	401 [STW]	03:59AM	12:14PM	8.25		8.250000
01/14/2024 Sun	401 [STW]	07:00AM*	09:00AM*	2.00		2.0000000

Summary - SP003 [LOSBY, BRAD	Summar	v - SP003	LOSBY	. BRADEN
------------------------------	--------	-----------	-------	----------

					Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									86.2
3 [SICK]									23.75
6 [FH]									8.00
7 [BREV]									
401 [STW]	1[UNUSED]	40.00	27.50	67.50					
TOTALS		40.00	27.50	67.50					118.0

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

Streets 9.50 L.00
Plowing 25.50 21.50
Sewer 3.00

Date 27.50

# Weekly Work Log January 8 – January 14 2024 Braden Losby

## Monday January 8 2023:

Daily rounds. – 2 hours

Picking up and replacing cutting edge on baby dump. -3 hours

Flushing sewers. - 1 hour

Christmas tree pickup. - 2 hours

Preparing for incoming storm. – 1 hour

## Tuesday January 9 2023:

Daily rounds. - 2 hours

Plowing. - 15 hours

## Wednesday January 10 2023:

Daily rounds. - 2 hours

Plowing. - 4 hours

## Thursday January 11 2023:

Daily rounds. - 2 hours

Plowing. - 10 hours

#### Friday January 12 2023:

Daily rounds. - 2 hours.

Plowing. - 12 hours

### Saturday January 13 2023:

Weekend rounds. - 2 hours

Plowing. – 6.25 hours

## Sunday January 14 2023:

Weekend rounds. - 2 hours

## Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/23/2024

Report Time: 11:43:11 AM

01/15/2024 - 01/21/2024 [7 days]

Item 5.

## SP003 [LOSBY, BRADEN]

Employee ID	SP003	DEPT(G2)	ST	Pay Policy	400	
Pay Type	3	Last Name	LOSBY	First Name	BRADEN	

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/15/2024 Mon	401 [STW]	06:54AM	12:32PM		5.5000000	
	401 [STW]	01:04PM	03:36PM	8.00	2.5000000	
01/16/2024 Tue	401 [STW]	06:55AM	12:14PM		5.2500000	
	401 [STW]	12:58PM	03:43PM	8.00	2.7500000	
01/17/2024 Wed	401 [STW]	07:00AM*	12:32PM*		5.5000000	
	401 [STW]	01:10PM*	03:47PM*	8.00	2.5000000	
01/18/2024 Thu	401 [STW]	06:55AM	03:34PM	8.50	8.5000000	
01/19/2024 Fri	401 [STW]	06:55AM	11:50AM	4.75	4.7500000	
01/20/2024 Sat	401 [STW]	10:09AM	12:09PM*	2.00	2.0000000	
01/21/2024 Sun	401 [STW]	10:04AM	12:04PM*	2.00	0.7500000	1.25000

Summary -	SP003 [LOSBY, BRADEN]								
							Accrual		
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									86.25
3 [SICK]									23.75
6 [FH]									8.00
7 [BREV]									
401 [STW]	1[UNUSED]	40.00	1.25	41.25					
TOTALS		40.00	1.25	41.25					118.00

CERTIFY THE	AROVE INCOR	MATION TO	DE	CODDECT

**Employee Signature** 

Streets 13.50 Flowing 20.50 Fac Maint 2.00 Sever 200

Water 2.00. 40.00.

1.25

Page 5

#### Weekly Work Log January 15 – January 21 2024 Braden Losby

#### Monday January 15 2023:

Daily rounds. - 2 hours

Getting big truck ready to haul snow. - 3 hours

Cleaning roads. - 3 hours

#### Tuesday January 16 2023:

Daily rounds. - 2 hours

Hauling snow. – 6 hours

#### Wednesday January 17 2023:

Daily rounds. - 2 hours-

Bringing baby dump to dealer. - 1 hour-

Melting ice off downspout at school and working on heating system. - 2 hours

Hauling snow. – 3 hours

#### **Thursday January 18 2023:**

Daily rounds. - 2 hours

Fire call. - 2 hours

Hauling snow and prepping truck for incoming storm. – 4 hours

#### Friday January 19 2023:

Daily rounds. – 2 hours

Salting and prepping truck for hauling snow. – 3 hours

#### Saturday January 20 2023:

Weekend rounds. - 2 hours

## Sunday January 21 2023:

Weekend rounds. - 2 hours

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

Report Date: 01/25/2024 Report Time: 5:11:12 PM

Primary Sort By: LOC(G1);DEPT(G2);Employee 01/08/2024 - 01/21/2024 [14 days]

Employee	Police Wages Reg Hours	Police Wages OT-1 Hours	Police Adjust Hours	Holidays Hours	Police Float Ho Hours	Vacation Hours	Police Sick Hours	Total Hrs
		LOC: 1 [Village	of Ridgewa	ay]			EU-SUI A MOSSILIA	
B00407000000000000000000000000000000000	REPORTED AND THE PROPERTY AND ADDRESS AND	DEPT: PI	D [Police]					
GORHAM, MICHAEL [PD011]	78.75		1.25					87.50
PD [Police] Total:	78.75	0.00	1.25	0.00	0.00	0.00	0.00	87.50
Head Count:								
1 [Village of Ridgeway] Total:	78.75	0.00	1.25	0.00	0.00	0.00	0.00	87.50
Head Count:								
Grand Total:	78.75	0.00	1.25	0.00	0.00	0.00	0.00	87.50
Head Count:								

**END OF REPORT** 

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

## Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/15/2024

Report Time: 10:02:09 AM

01/08/2024 - 01/14/2024 [7 days]

Item 5.

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

Time Card		_				
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/08/2024 Mon	201 [POW]	07:00PM*	03:00AM*	8.00	8.0000000	
01/09/2024 Tue	201 [POW]	06:00PM*	02:00AM*	8.00	8.0000000	
01/10/2024 Wed	201 [POW]	10:30AM*	06:00PM*		7.5000000	コブ
/	201 [POW]	06:01PM*	10:00PM*	11.50	4.0000000	
01/11/2024 Thu	201 [POW]	11:18AM	10:33PM	11.25	11.2500000	
01/12/2024 Fri	201 [POW]	03:43PM	01:41AM	10.00	10.0000000	

Summary - PD011 [GORHAM, MICHAEL] Accrual Paycode N/A Reg Hrs OT1 - OT-2 Total Hrs Prior Bal Adjust Used Earned Available 2 [VACA] 177.00 163.00 3 [SICK] 6 [FH] 8.00 201 [POW] 1[UNUSED] 48.75 48.75

**TOTALS** 48.75 48.75 348.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

**Supervisor Signature** 

-) Reclassified as Grant O.T. (Overtime (7.5 hrs)

TRAPKIC Grant Reimbursed by I own County

Changes made according to notes after this

Des pinted + signed. If

Page 2

# Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/22/2024 Report Time: 8:50:43 AM

01/15/2024 - 01/21/2024 [7 days]

Item 5.

## PD011 [GORHAM, MICHAEL]

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

Time Card	me Card									
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs				
01/15/2024 Mon	201 [POW]	08:00PM*	12:30AM*	4.50	4.5000000					
01/16/2024 Tue	201 [POW]	11:34AM	10:09PM	10.75	10.7500000					
01/18/2024 Thu	201 [POW]	09:24PM	12:00AM*	2.50	2.5000000					
01/19/2024 Fri	201 [POW]	10:00AM*	12:00PM*		2.0000000					
	201 [POW]	04:10PM	11:51PM	9.50	7.5000000					
01/20/2024 Sat	201 [POW]	03:02PM	12:26AM	9.50	9.5000000					
01/21/2024 Sun	208 [PADJ]	ET LET ATT LETT		1.25	1.2500000					

				Total Hrs	Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2		Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									177.00
3 [SICK]									163.00
6 [FH]									8.00
201 [POW]	1[UNUSED]	36.75		36.75					
208 [PADJ]	1[UNUSED]	1.25		1.25					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT	

Employee Signature

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

Report Date: 02/07/2024 Report Time: 2:25:57 PM

Primary Sort By: Employee;DEPT(G2) 01/22/2024 - 02/04/2024 [14 days]

DEPT (G2)	Paycode	Reg. Hrs	OT-1	Total Hrs
	Employee: AD001 [PHELAN,	LORIL]		
AD [General Admin]	501[TRW]	40.50	0.00	40.50
AD [General Admin]	511[CW]	4.75	0.00	4.75
SE [Sewer]	305[SADW]	2.00	0.00	2.00
WA [Water]	605[WADW]	2.00	0.00	2.00
AD001 [PHELAN, LORI L] Total:		49.25	0.00	49.25
	Employee: AD003 [JOHNSON,	MAGGIE] -		
DC [Deputy Clerk]	511[CW]	11.00	0.00	11.00
AD003 [JOHNSON, MAGGIE] Total:		11.00	0.00	11.00
	Employee: AD004 [CUSHMAN, S			11.00
DC [Deputy Clerk]	501[TRW]	5.00	0.00	5.00
DC [Deputy Clerk]	511[CW]	61.00	0.00	61.00
SE [Sewer]	305[SADW]	7.00	0.00	7.00
WA [Water]	605[WADW]	7.00	0.00	7.00
AD004 [CUSHMAN, SHYANNE] Total:		80.00	0.00	80.00
	Employee: PW003 [JOHNSON			
FM [FACILITES MAINTENANCE]	611[FMW]	29.25	0.00	29.25
SP [Streets Plowing]	401[STW]	19.50	0.00	19.50
PW003 [JOHNSON, HARRY] Total:		48.75	0.00	48.75
	Employee: PW005 [PETERSO	N, DALE]	ACCORDING NO CONTROL DOGGO POR LONG.	
FM [FACILITES MAINTENANCE]	611[FMW]	2.00	0.00	2.00
SE [Sewer]	301[SEW]	60.00	0.00	60.00
SE [Sewer]	303[SES]	1.00	0.00	1.00
ST [Streets]	401[STW]	5.50	0.00	5.50
WA [Water]	601[WAW]	9.00	0.75	9.75
WA [Water]	603[WAS]	1.00	0.00	1.00
PW005 [PETERSON, DALE] Total:		78.50	0.75	79.25
	Employee: SP003 [LOSBY, BI	RADEN]		
FM [FACILITES MAINTENANCE]	611[FMW]	4.00	0.00	4.00
SE [Sewer]	301[SEW]	3.25	0.00	3.25
SP [Streets Plowing]	401[STW]	19.50		
ST [Streets]	401[STW]	43.25	3.50	46.75
WA [Water]	601[WAW]	10.00	0.00	10.00
SP003 [LOSBY, BRADEN] Total:		80.00	5.75	85.75
Grand Totals:		347.50	6.50	354.00

**END OF REPORT** 

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

### Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/29/2024 Report Time: 8:08:06 AM

01/22/2024 - 01/28/2024 [7 days]

Item 5.

## AD001 [PHELAN, LORI L]

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

T	mo	Card	
	me	Caru	

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hr
01/22/2024 Mon	501 [TRW]	03:16PM	06:21PM	3.00	3.0000000	
01/23/2024 Tue	501 [TRW]	02:26PM	06:12PM	3.75	3.7500000	
01/24/2024 Wed	501 [TRW]	03:30PM	06:21PM	2.75	2.7500000	
01/25/2024 Thu	501 [TRW]	02:46PM	06:09PM	3.50	3.5000000	
01/26/2024 Fri	501 [TRW]	08:04AM	01:19PM		5.2500000	
	501 [TRW]	01:59PM	06:02PM	9.25	4.0000000	
01/27/2024 Sat	501 [TRW]	02:20PM	04:20PM*	2.00	2.0000000	

Summary - AD001 [PHELAN, LORI L]

	N/A				Accrual				
Paycode		Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									
3 [SICK]									
6 [FH]									
501 [TRW]	1[UNUSED]	24.25		24.25					
TOTALS		24.25		24.25					

10	POTIEV	THE ABOVE	INICODMATION	TOPE	CODDECT
1	LIVITIE	THE ABOVE	INFORMATION	IUDE	CORRECT

**Employee Signature** 

Supervisor Signature

4.75 Club- prepare + post special mtz agenda, prepare uz board mtz azenda 18.0 Juanua- proceso paymento for tares, vildetes, prepare deposito

.75 Sewer Admin .75 Wetur Admin

# Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 02/05/2024

Report Time: 8:59:59 AM

01/29/2024 - 02/04/2024 [7 days]

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

ne Card									
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total			
01/29/2024 Mon	501 [TRW]	03:02PM	07:00PM*	4.0000000		4.00			
01/30/2024 Tue	501 [TRW]	08:00AM*	05:08PM	9.2500000		9.25			
02/01/2024 Thu	501 [TRW]	02:23PM	05:58PM	3.5000000		3.50			
02/02/2024 Fri	501 [TRW]	02:00PM	05:11PM	3.2500000		3.25			
02/03/2024 Sat	501 [TRW]	08:37AM	01:35PM	5.0000000		5.00			

	AD001 [PHELAN, LORI L]				Accrual				
	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available		
2 [VACA]									
3 [SICK]									
6 [FH]									
501 [TRW]	1[UNUSED]	25.00		25.00					
TOTALS		25.00		25.00					

		TO BE CORRECT

x Lori L. Phila

**Employee Signature** 

x\_\_\_\_\_

Supervisor Signature

Treas 22.5 Sever Admin 1.25 Deter Admin 1.25 25.00

# Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/29/2024

Report Time: 8:08:05 AM

01/22/2024 - 01/28/2024 [7 days]

Item 5.

AD003	[JOHNSON,	MAGGIE]
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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
01/23/2024 Tue	511 [CW]	04:39PM	05:59PM	1.25	1.2500000	
01/24/2024 Wed	511 [CW]	04:39PM	06:06PM	1.25	1.2500000	
01/25/2024 Thu	511 [CW]	07:43PM	09:00PM*	1.25	1.2500000	
01/26/2024 Fri	511 [CW]	02:41PM	03:00PM*	0.25	0.2500000	
01/27/2024 Sat	511 [CW]	12:05PM	12:41PM	0.75	0.7500000	

					Accrual				
Paycode	aycode N/A Reg Hrs OT1 - C	OT1 - OT-2	2 Total Hrs	Prior Bal	Adjust	Used	Earned	Available	
2 [VACA]									
3 [SICK]									
6 [FH]									
511 [CW]	1[UNUSED]	4.75		4.75					
TOTALS		4.75		4.75					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

**Supervisor Signature** 

x Lai & Phil

# Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 02/05/2024

Report Time: 8:59:59 AM

01/29/2024 - 02/04/2024 [7 days]

DEPT(G2) DC		Pay Policy	550	
Last Name JOHN	SON	First Name	MAGGIE	
		DEPT(G2) DC  Last Name JOHNSON	DEFT(G2) BO	

e Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
01/29/2024 Mon	511 [CW]	07:01PM	07:56PM	1.0000000		1.
01/30/2024 Tue	511 [CW]	04:27PM	06:20PM	1.7500000		1.
01/31/2024 Wed	511 [CW]	04:25PM	06:00PM	1.5000000		1.
02/04/2024 Sun	511 [CW]	07:41PM	09:48PM	2.0000000		2

and the second s	- AD003 [JOHNSON, MAGGIE]					Accrual			
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									
3 [SICK]									
6 [FH]									
511 [CW]	1[UNUSED]	6.25		6.25					
TOTALS		6.25		6.25					

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT				
x	X	_		
Employee Signature	Supervisor Signature			

# Employee Timecard - LPHELAN-07/27/2015

01/22/2024 - 01/28/2024 [7 days]

Report Date: 01/29/2024 Report Time: 8:08:05 AM

Item 5.

AD004	[CUSHMAN,	SHYANNE]
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Employee ID AD004	DEPT(G2)	DC	Pay Policy	550
Pay Type 3	Last Name	CUSHMAN	First Name	SHYANNE

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/22/2024 Mon	511 [CW]	07:56AM	12:00PM		4.0000000	
	511 [CW]	12:29PM	04:28PM	8.00	4.0000000	
01/23/2024 Tue	511 [CW]	09:27AM	01:05PM		3.5000000	
	511 [CW]	01:35PM	05:59PM	8.00	4.5000000	
01/24/2024 Wed	511 [CW]	09:25AM	01:12PM		3.7500000	
V 112 112 112 112 112 112 112 112 112 11	511 [CW]	01:40PM	05:59PM	8.00	4.2500000	
01/25/2024 Thu	511 [CW]	07:56AM	01:10PM	*	5.2500000	
	511 [CW]	01:39PM	04:28PM	8.00	2.7500000	
01/26/2024 Fri	511 [CW]	07:56AM	12:00PM		4.0000000	
0 1/20/2024 1 11	511 [CW]	12:30PM	04:29PM	8.00	4.0000000	

	- AD004 [CUSHMAN, SHYANNE]				Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									120.00
3 [SICK]									4.00
6 [FH]									8.00
511 [CW]	1[UNUSED]	40.00		40.00					
TOTALS		40.00		40.00					132.0

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

**Supervisor Signature** 

31.0 hrs - Depety Social media, mail, phones,

sohrs- Treasurer receive + 4 payments, dog lie

2.0 Deter Admin - receive + enle whilety payments, 2.0 Deter Admin - interface w/ Accts. 40.0

# Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 02/05/2024

Report Time: 8:59:59 AM

01/29/2024 - 02/04/2024 [7 days]

# AD004 [CUSHMAN, SHYANNE]

DEPT(G2) DC	Pay Policy 550
Last Name CUSHMAN	First Name SHYANNE

ard						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
01/29/2024 Mon	511 [CW]	07:53AM	12:46PM	4.7500000		
	511 [CW]	01:15PM	04:28PM	3.2500000		
	511 [CW]	06:30PM*	07:00PM*	0.5000000		8.
01/30/2024 Tue	511 [CW]	08:56AM	01:46PM	4.7500000		
	511 [CW]	02:42PM	06:20PM	3.5000000		8.
01/31/2024 Wed	511 [CW]	09:26AM	01:02PM	3.5000000		
	511 [CW]	01:30PM	06:00PM	4.5000000		8
02/01/2024 Thu	511 [CW]	07:56AM	12:58PM	5.0000000		
	511 [CW]	01:29PM	04:28PM	3.0000000		8
02/02/2024 Fri	511 [CW]	07:55AM	12:38PM	4.7500000		
	511 [CW]	01:06PM	03:30PM*	2.5000000		7

		72 12 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				Accrual			
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					120.00	-12.00			108.00
3 [SICK]					4.00	4.00			8.00
6 [FH]									8.00
511 [CW]	1[UNUSED]	40.00		40.00					
TOTALS		40.00		40.00	124.00	-8.00			124.0

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT		
* Marles	XSupervisor Signature	
Employee \$ignature	Supervisor digitature	

Dip Clerk 30.0 Sever 5.0 Water 5.0

# Employee Timecard - LPHELAN-07/27/2015

01/22/2024 - 01/28/2024 [7 days]

Report Date: 01/29/2024 Report Time: 8:08:05 AM

Item 5.

PW003	[JOHNSON,	HARRY]
-------	-----------	--------

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

me Card												
Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs						
01/22/2024 Mon	401 [STW]	08:12AM	02:38PM	6.50	6.5000000							
01/23/2024 Tue	401 [STW]	07:50AM	12:26PM	4.75	4.7500000							
01/24/2024 Wed	401 [STW]	07:55AM	01:10PM	5.25	5.2500000							
01/25/2024 Thu	401 [STW]	07:59AM	01:06PM	5.00	5.0000000							
01/26/2024 Fri	401 [STW]	07:59AM	11:19AM	3.25	3.2500000							

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]	24.75		24.75							
TOTALS		24.75		24.75							

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Supervisor Signature Employee Signature** 19.5 Sheets plans

72

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 02/05/2024

Report Time: 9:00:00 AM

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

01/29/2024 - 02/04/2024 [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
01/29/2024 Mon	401 [STW]	08:02AM	11:55AM	4.0000000		4.00
01/30/2024 Tue	401 [STW]	07:54AM	12:31PM	4.5000000		4.50
01/31/2024 Wed	401 [STW]	08:04AM	03:47PM*	7.7500000		7.75
02/01/2024 Thu	401 [STW]	07:52AM	11:44AM	4.0000000		4.00
02/02/2024 Fri	401 [STW]	07:55AM	11:46AM	3.7500000		3.75

Summary - I	PW003 [JOHNSON, HARRY]									
					Accrual					
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available	
401 [STW]	1[UNUSED]	24.00		24.00						
TOTALS		24.00		24.00						

Employee Signature

129 Non Parated Shop affice

131 Wed Turned on New vertigerators checked aperation Parated Take

131 Wed Turned on New vertigerators checked aperation pears and take a first mass lights

21 Authorist mass lights

22 Authorist mass members and hallow one water

33 Fri Took down fick to believe full for part down floor mates

34 Fri Took down fick to believe and hallow is cleaned and many complete mates

35 Fri Took down fick to believe and hallow is cleaned and many complete mates

36 Fri Took down fick to believe and hallow is cleaned and many complete mates

37 Fri Took down fick to believe and hallow is cleaned and many complete mates

38 Fri Took down fick to believe and hallow is cleaned and many complete mates

38 Fri Took down fick to believe and hallow is cleaned and many complete mates

38 Fri Took down fick to believe and many complete mates

38 Fri Took down fick to believe and many complete mates

39 Fri Took down fick to believe and many complete mates

30 Fri Took down fick to believe and many complete mates

30 Fri Took down fick to believe and many complete mates

30 Fri Took down fick to be filled to be fille

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 01/29/2024

Report Time: 4:54:33 PM

01/22/2024 - 01/28/2024 [7 days]

W005 [PETERSON,	DALE]				
Employee ID	PW005	DEPT(G2)	PW	Pay Policy	300
Pay Type	3	Last Name	PETERSON	First Name	DALE

me Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
01/22/2024 Mon	301 [SEW]	06:57AM	02:57PM	8.0000000		8.00
01/23/2024 Tue	301 [SEW]	06:57AM	02:57PM	8.0000000		8.00
01/24/2024 Wed	303 [SES]			1.0000000		
	301 [SEW]	06:55AM	01:24PM	6.5000000		
	603 [WAS]			1.0000000		8.50
01/25/2024 Thu	301 [SEW]	06:56AM	12:05PM*	5.0000000		
	301 [SEW]	12:27PM*	03:24PM	3.0000000		8.0
01/26/2024 Fri	301 [SEW]	06:55AM	12:58PM	6.0000000		6.0

Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									80.08
3 [SICK]					12.00		2.00		10.00
6 [FH]									8.00
301 [SEW]	1[UNUSED]	36.50		36.50					
303 [SES]	1[UNUSED]	1.00		1.00					
603 [WAS]	1[UNUSED]	1.00		1.00					
TOTALS		38.50		38.50	12.00		2.00		98.00

CERTIFY THE ABOVE INFORMATION TO BE CORRECT	x
Employee Signature	Supervisor Signature
35.5 Sewer	

1.0 Streets
1.0 Facility Maint.
1.0 Weter
38.5

#### Dale Peterson Weekly Work Log 1-22-2024

#### Monday 1-22-2024:

Daily Labs at WWTP 2 Hours

Continued thawing and pumping down digesters 6 Hours

#### Tuesday 1-23-2024:

Daily Labs at WWTP 2 Hours

Troubleshot and monitored Alum chemical pump and distribution 4 Hours, Installed replacement heat tape power unit on gutter north side of school gym 1 Hour, Cleaned storm drains of debris 1 Hour.

#### Wednesday 1-24-2024:

Daily Labs at WWTP 2 Hours

Picked up baby dump from Hallada for 4 Wheel drive repair 1 Hour, Gathered information and data for Delta 3 response to sanitary survey 3.5 Hours.

#### Thursday: 1-25-2024:

Daily Labs at WWTP 2 Hours

Troubleshot Urinal flush valve and wall heater at the Community Center 2 Hours, Cleaned skimmers at WWTP 1 Hour, Completed yearly Phosphorus report and submitted 3 Hours.

#### Friday 1-19-2024:

Daily Labs at WWTP 2 Hours

Drained and scrubbed clarifiers 3 Hours, Troubleshot crane on sewer truck 1 Hour

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 02/05/2024

Report Time: 9:00:00 AM

01/29/2024 - 02/04/2024 [7 days]

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

me Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
01/29/2024 Mon	301 [SEW]	06:59AM	12:07PM	5.0000000		
	301 [SEW]	12:35PM	03:27PM	3.0000000		8.0
01/30/2024 Tue	301 [SEW]	06:57AM	12:17PM	5.2500000		
V81. 100 ag. 50	301 [SEW]	12:45PM	03:45PM	3.0000000		8.2
01/31/2024 Wed	301 [SEW]	06:55AM	04:30PM*	9.5000000		9.5
02/01/2024 Thu	301 [SEW]	06:05AM	11:50AM	5.7500000		
Madage Control Control (Control Control Contro	301 [SEW]	12:20PM*	02:54PM	2.7500000		8.5
02/02/2024 Fri	301 [SEW]	06:56AM	01:25PM	5.7500000	0.7500000	6.5

			OT1 - OT-2	Total Hrs			Accrual	Accrual				
Paycode	N/A	Reg Hrs			Prior Bal	Adjust	Used	Earned	Available			
2 [VACA]									80.00			
3 [SICK]					10.00	4.00			14.00			
6 [FH]									8.00			
301 [SEW]	1[UNUSED]	40.00	0.75	40.75								
TOTALS		40.00	0.75	40.75	10.00	4.00			102.00			

**Supervisor Signature** 

Sewer 25.5 Water 9.0 DT.75 Fac Maint 1.0 Streets 4.5 40.0

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

#### Dale Peterson Weekly Work Log 1-29-2024

#### Monday 1-29-2024:

Daily Labs at WWTP 2 Hours

Cleaned grease from Influent screen and rest of the plant 6 Hours.

#### Tuesday 1-23-2024:

Daily Labs at WWTP 2 Hours

Unloaded and installed new Refrigerator at the Community Center 1 Hour, Edited and resubmitted all 2023 Wastewater report forms per DNR changes on procedures 5 Hours.

#### Wednesday 1-24-2024:

Daily Labs at WWTP 2 Hours

Assisted Montfort with installation of 2 submersible pumps at their WWTP 4 Hours, Discovery and gameplanning for water main break just west of Level Street 3 Hours.

#### Thursday: 1-25-2024:

Daily Labs at WWTP 2 Hours

Repair water main break 80 yds west of level st equipment cleanup and flush mains in Collins St area 6 Hours.

#### Friday 1-19-2024:

Daily Labs at WWTP 2 Hours

Replace glass in skid steer door 4.5 Hours.

#### Employee Timecard - LPHELAN-07/27/2015

Report Date: 01/29/2024

Report Time: 8:10:43 AM

01/22/2024 - 01/28/2024 [7 days]

Item 5.

#### SP003 [LOSBY, BRADEN]

Employee ID	SP003	DEPT(G2)	ST	Pay Policy	400
Pay Type	3	Last Name	LOSBY	First Name	BRADEN

Date	Paycode	IN	OUT	Daily Total	Reg Hrs	OT Hrs
01/22/2024 Mon	401 [STW]	06:55AM	11:34AM		4.5000000	
	401 [STW]	12:11PM	03:42PM	8.00	3,5000000	
01/23/2024 Tue	401 [STW]	06:55AM	12:06PM		5.0000000	
	401 [STW]	12:36PM	03:42PM	8.25	3.2500000	
01/24/2024 Wed	401 [STW]	06:55AM	12:06PM		5.0000000	
	401 [STW]	12:42PM	03:24PM	7.75	2.7500000	
01/25/2024 Thu	401 [STW]	06:55AM	12:14PM		5.2500000	
	401 [STW]	12:53PM	03:31PM	7.75	2.5000000	
01/26/2024 Fri	401 [STW]	06:55AM	01:25PM	6.50	6.5000000	
01/27/2024 Sat	301 [SEW]	10:45AM	12:45PM*	2.00	1.7500000	0.250000
01/28/2024 Sun	401 [STW]	09:32AM	11:32AM*	2.00		2.000000

	77.38.48.48.48.48.48.48.48.48.48.48.48.48.48						Accrual		
Paycode	N/A	Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									86.25
3 [SICK]									23.75
6 [FH]									8.00
7 [BREV]									
301 [SEW]	1[UNUSED]	1.75	0.25	2.00					
401 [STW]	1[UNUSED]	38.25	2.00	40.25					
TOTALS		40.00	2.25	42.25					118.00

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

Streets Plowing 19.0 Fac. Maint. 20

Streets

15.25

1.75

Water

Page 5

**Supervisor Signature** 

#### Weekly Work Log January 22 - January 28 2024 Braden Losby

#### Monday January 22 2023:

Daily rounds. – 2 hours

Hauling snow. - 6 hours

#### Tuesday January 23 2023:

Daily rounds. - 2 hours

Hauling snow. – 3 hours

Plowing and salting. - 3 hours

#### Wednesday January 24 2023:

Daily rounds. - 2 hours

Picking up baby dump from dealer and farm and fleet run. – 2 hours

Cleaning up roads. – 2 hours

Working on plow bracket on baby dump. – 2 hours

#### Thursday January 25 2023:

Daily rounds. - 2 hours

Working on toilet and heater at school. - 2 hours

Clearing snow on breezeway at school. - 1 hour

Clearing snow with skid steer. - 2 hours

Working on paperwork for salt records. - 1 hour

#### Friday January 26 2023:

Daily rounds. - 2 hours

Working on well 2 generator. - 1 hour

Meter reads. - 2 hours

Working on crane on sewer truck. – 1 hour

#### Saturday January 27 2023:

Weekend rounds. - 2 hours

#### Sunday January 28 2023:

Weekend rounds. - 2 hours

#### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 02/05/2024

Report Time: 9:00:00 AM

01/29/2024 - 02/04/2024 [7 days]

P003 [LOSBY, BRAI	DEN]				
Employee ID	SP003	DEPT(G2)	ST	Pay Policy	400
Pay Type	3	Last Name	LOSBY	First Name	BRADEN

me Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
01/29/2024 Mon	401 [STW]	06:55AM	11:35AM	4.5000000		
	401 [STW]	12:15PM	03:29PM	3.2500000		7.7
01/30/2024 Tue	401 [STW]	06:55AM	12:24PM	5.5000000		
	401 [STW]	12:45PM	03:35PM	2.5000000		8.0
01/31/2024 Wed	401 [STW]	06:55AM	12:00PM*	5.0000000		
	401 [STW]	12:30PM*	04:48PM*	4.2500000		9.2
02/01/2024 Thu	401 [STW]	06:25AM	11:58AM	5.5000000		
	401 [STW]	12:38PM	03:08PM	2.5000000		8.0
02/02/2024 Fri	401 [STW]	06:55AM	01:24PM	6.5000000		6.5
02/03/2024 Sat	301 [SEW]	08:37AM	10:37AM*	0.5000000	1.5000000	2.0
02/04/2024 Sun	601 [WAW]	10:11AM	12:11PM*		2.0000000	2.0

Temple Cent			7	Total Hrs	Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2		Prior Bal	Adjust	Used	Earned	Available
2 [VACA]		SSLEW!							86.25
3 [SICK]					23.75	4.00			27.75
6 [FH]									8.00
7 [BREV]									
301 [SEW]	1[UNUSED]	0.50	1.50	2.00					
401 [STW]	1[UNUSED]	39.50		39.50					
601 [WAW]	1[UNUSED]		2.00	2.00					
TOTALS		40.00	3.50	43.50	23.75	4.00			122.0

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

**Supervisor Signature** 

Sewer 2.0 Dater 6.0 Fac Maint. 2.0 40.0 Page 7 3.5

#### Weekly Work Log January 29 - February 4 2024 Braden Losby

#### Monday January 29 2024:

Daily rounds. - 2 hours

Working on village shop. – 6 hours

#### Tuesday January 30 2024:

Daily rounds. - 2 hours

Moving new fridge in school. - 2 hours

Farm and fleet run. - 1 hour

Getting salt out of big truck. - 3 hours

#### Wednesday January 31 2024:

Daily rounds. – 2 hours

Helping Montfort set new pumps. – 3 hours

Taking down Christmas decorations. – 3 hours

#### Thursday February 1 2024:

Daily rounds. – 2 hours

Repairing water main break. - 4 hours

Getting new skid steer windshield. - 2 hours

#### Friday February 2 2024:

Daily rounds. - 2 hours

Replacing windshield on skid steer. - 5 hours

#### Saturday February 3 2024:

Weekend rounds. – 2 hours

#### Sunday February 4 2024:

Weekend rounds. - 2 hours

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

Report Date: 02/07/2024 Report Time: 12:18:42 PM

Primary Sort By: LOC(G1);DEPT(G2);Employee 01/22/2024 - 02/04/2024 [14 days]

Employee	Police Wages Reg Hours	Police Wages OT-1 Hours		Holidays Hours	Police Float Ho Hours	Vacation Hours	Police Sick Hours	Total Hrs
	*******	LOC: 1 [Village	e of Ridgewa	ay]		ALVERSON STATE		
		DEPT: PI	D [Police]			ARTE INC. TO SERVICE MANAGEMENT		
GORHAM, MICHAEL [PD011]	66.50		-2.25			7.75	8.00	80.00
PD [Police] Total:	66.50	0.00	-2.25	0.00	0.00	7.75	8.00	80.00
Head Count:								
1 [Village of Ridgeway] Total:	66.50	0.00	-2.25	0.00	0.00	7.75	8.00	80.00
Head Count:								
Grand Total:	66.50	0.00	-2.25	0.00	0.00	7.75	8.00	80.00
Head Count:								

**END OF REPORT** 

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

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 02/07/2024

Report Time: 12:12:13 PM

01/22/2024 - 01/28/2024 [7 days]

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

ime Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
01/22/2024 Mon	201 [POW]	10:00AM*	12:00PM*	2.0000000		
	201 [POW]	07:30PM*	11:30PM*	4.0000000		6.00
01/23/2024 Tue	201 [POW]	11:00AM*	01:30PM*	2.5000000		
	201 [POW]	06:07PM	06:28PM	0.5000000		
	201 [POW]	06:54PM	12:41AM	5.7500000		8.75
01/24/2024 Wed	201 [POW]	04:04PM	11:49PM	7.7500000		7.75
01/25/2024 Thu	204 [POV]			7.7500000		7.75
01/26/2024 Fri	201 [POW]	03:00PM*	12:42AM	9.7500000		9.75

			1	Total Hrs	Accrual				
Paycode	N/A	Reg Hrs	OT1 - OT-2		Prior Bal	Adjust	Used	Earned	Available
2 [VACA]					177.00		7.75		169.25
3 [SICK]									163.00
6 [FH]									8.00
201 [POW]	1[UNUSED]	32.25		32.25					
204 [POV]	1[UNUSED]	7.75		7.75					
TOTALS		40.00		40.00	177.00		7.75		340.25

I CERTIFY THE ABOVE INFORMATION TO BE CORRECT

**Employee Signature** 

Supervisor Signature

### Employee Timecard - LPHELAN-07/27/2015

Item 5.

Report Date: 02/05/2024

Report Time: 9:00:00 AM

01/29/2024 - 02/04/2024 [7 days]

D011 [GORHAM, MIC	CHAEL]				
Employee ID	PD011	DEPT(G2)	PD	Pay Policy	203
Pay Type	V	Last Name	GORHAM	First Name	MICHAEL

Time Card						
Date	Paycode	IN	OUT	Reg Hrs	OT Hrs	Daily Total
01/29/2024 Mon	201 [POW]	06:26PM	11:44PM	5.2500000		5.25
01/30/2024 Tue	203 [POS]			8.0000000		8.00
01/31/2024 Wed	201 [POW]	01:40PM	10:30PM	8.7500000		8.75
02/01/2024 Thu	201 [POW]	04:34PM	12:13AM	7.7500000		7.75
02/02/2024 Fri	201 [POW]	07:02PM	01:12AM	6.2500000		6.25
02/03/2024 Sat	201 [POW]	07:20PM*	01:32AM	6.2500000		6.25
02/04/2024 Sun	208 [PADJ]			-2.2500000		-2.25

					Accrual				
Paycode	N/A	N/A Reg Hrs	OT1 - OT-2	Total Hrs	Prior Bal	Adjust	Used	Earned	Available
2 [VACA]									169.25
3 [SICK]					163.00	4.00	8.00		159.00
6 [FH]									8.00
201 [POW]	1[UNUSED]	34.25		34.25					
203 [POS]	1[UNUSED]	8.00		8.00					
208 [PADJ]	1[UNUSED]	-2.25		-2.25					
TOTALS		40.00		40.00	163.00	4.00	8.00		336.2

CERTIFY THE ABOVE INFORMATION TO BE CORRECT		
Mellel	x	
Employee Signature	Supervisor Signature	

## Ridgeway Marshal's Office

208 Jarvis Street, Suite B Ridgeway, WI 53582 Marshal Michael J. F. Gorham

February 2, 2024

Honorable Village President Michele Casper Esteemed Members, Board of Trustees 206 Jarvis Street Ridgeway Wisconsin, 53582

Re: January 2024 Monthly Report

Enclosed is the monthly statistical report for your review. In addition to this report, I have some matters for your consideration.

1). We are in the process of receiving a multi-band portable radio, as previously reported in 2023. I have moved my Motorola XTS 2500 Radios to the Department of Public Works. These radios are in an end-of-life service life. They are meant to serve as a stop-gap measure until replacement radios are provided to the Department of Public Works.

As the Village Emergency Management Director, I believe having the Department of Public Works with radios is critical. There are several straightforward reasons for this plan. (1) For the most important reason, I believe communication is the point of a crisis. It is essential that Emergency Services can communicate directly with DPW personnel. Further direct radio communication would enhance the overall safety and performance of the employees as a whole. The Village Clerk's Office should have the same opportunities as radio communication.

I believe that when the use of cell phones became mainstream, the utilization of the two-way radio was discarded. I believe this was a mistake because cell towers could be compromised by over-usage, not allowing users to communicate in the vent of a crisis.

I intend to seek grant fundin<mark>g</mark> in 2024 to improve radio communication infr<mark>as</mark>tructure through Emergency Management.

Along those lines, I also want to provide First Aid Kits and AEDs to the DPW. An integrated response plan should be created where the DPW personnel serve as First Responders in conjunction with Ridgeway Fire and First Response.

Further, moving all village-owned Cell phones from US Celleluar to First Net would be a significant improvement. The most significant reason, beyond better coverage, is that these lines are on a dedicated ban width away from the general public in the event of a crisis.

Moving away from the Emergency Management issues, the department will possess two body cameras and an in-car video system manufactured by Panasonic. The equipment is relatively new and is coming from Altoona Police Department. They are receiving a grant from Motorola and are moving away from Panasonic for their reasons. I used Panasonic in Car video systems while employed at Lafayette County and found it a satisfactory system for our needs. More importantly, Panasonic would work with us to

"Partnership of Service and Protection"
Office: 608-924-1030 (voicemail) 24 Hour Dispatch: 608-930-9500

marshal@ridgewaywi.gov

## Ridgeway Marshal's Office

208 Jarvis Street, Suite B Ridgeway, WI 53582 Marshal Michael J. F. Gorham

install this system. Enclosed is a quote of what software I need to make this work. I am currently looking for grants for financial assistance.

The system given to us by lowa County was not feasible because Coban, the company that manufactures the hardware, would not work with our agency- I suspect it was based on their cost-benefit analysis. I returned the equipment.

To assist in funding of the software from Panasonic, I am requesting the authorization of selling the mobile speed board. Frankly, it is not getting used as I hoped. It requires to be plugged in to charge the battery. While serving in Benton, they had their own electric company, so it was doable in that venue. Here not so much. I will be looking for a grant to purchase a fixed speed board for east Main Street. .

The squad was purchased in 2016. I intend to replace it in 2025 or 2026. Because of supply chain issues, we need to start ordering soon. There are several philosophies to approach this issue, which will demand the Village Board's input.

However, before that discussion, I would like to discuss the future of the Village's needs and want to police itself with the Village Board or at least an ad hoc committee. The cost of policing is becoming significant, and a cost-benefit analysis of need should be undertaken.

In closing, in the last 14 months, I believe the incidents in Ridgeway concerning Police Matters have been significant, yet are an outlier. Approximately 14 criminal complaints were generated by our office with the DA's Office. There were approximately 4 people who were going to serve prison time as a result of our police work. I intentionally used the word "our" as policing is a shared responsibility with the community. Citizens of Ridgeway were willing to be involved, so they should receive appreciation for their efforts.

I have spoken in the past about how to gauge the quality of my work. In my opinion, telling you I am doing a good job seems self-serving at best, and borderline arrogant at worst. The following came as part of an ADA Curt Johnson, Iowa County District Attorney's Office email. The email involved resolving the 9<sup>th</sup> Offense OWI crash in November of 2022. I have redacted the part where it may openly identify matters not yet public. While it is positive, it also gives you a sense of my work product from criminal justice community partners.

"Well done on this. This was a tough situation both that night and since that required quick, clear thinking. This was a tough one, but also an important one, and we're headed to resolution because of your outstanding work".

Thanks, Mike,

Curt

Curtis E. Johnson

## Ridgeway Marshal's Office

208 Jarvis Street, Suite B Ridgeway, WI 53582 Marshal Michael J. F. Gorham

Iowa County Assistant District Attorney 222 North Iowa Street, Suite 202 Dodgeville, WI 53533

\_\_\_\_\_

If you have any further questions, please get in touch with my office at 608-924-1030 or

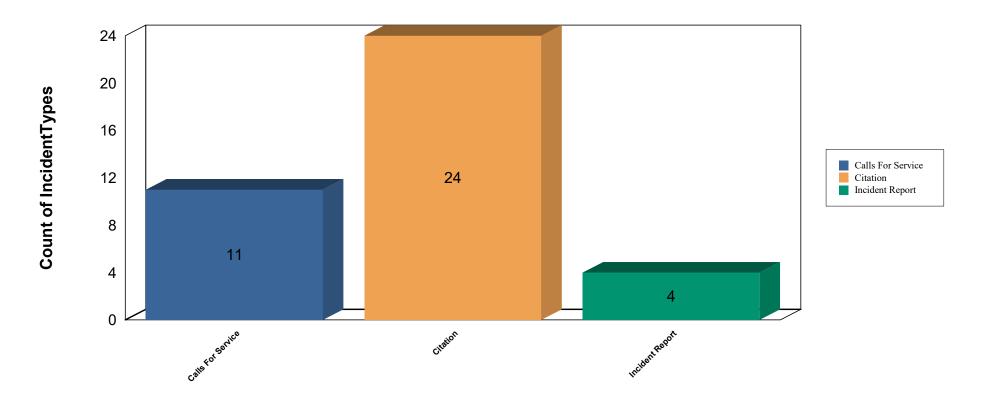
Professionally,

Michael J. F. Gorham Village Marshal Ridgeway Marshal's Office marshal@ridgewaywi.gov.



MONTHLY Statistics from: 1/1/2024 12:00:00AM to 1/31/2024 11:59:00PM

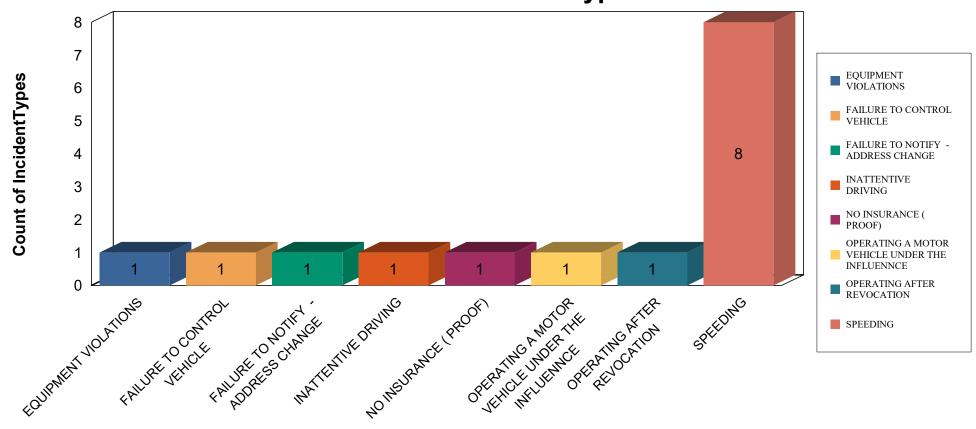
## **Count of Reports Completed**





89

Citation



3.57% # of Reports: 1 Citation EQUIPMENT VIOLATIONS

3.57% # of Reports: 1 Citation FAILURE TO CONTROL VEHICLE

3.57% # of Reports: 1 Citation FAILURE TO NOTIFY - ADDRESS CHANGE

3.57% # of Reports: 1 Citation INATTENTIVE DRIVING

Item 5.

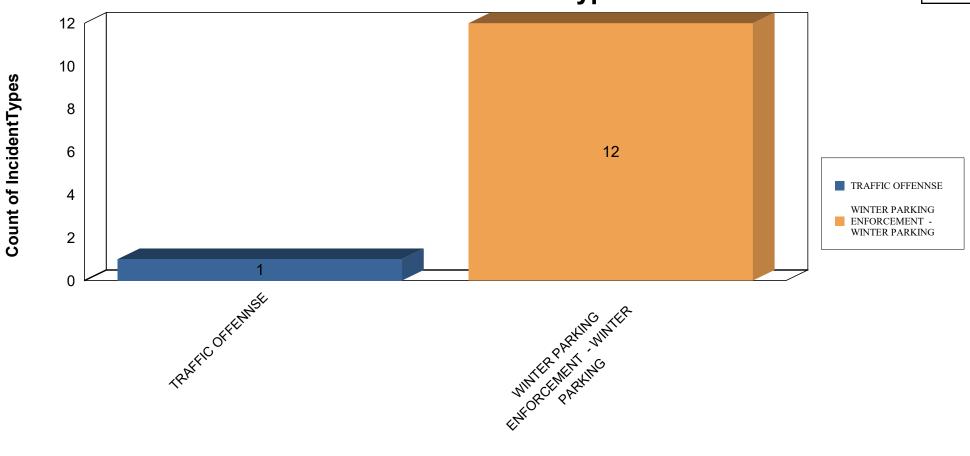
3.57% # of Reports: 1 Citation NO INSURANCE (PROOF)

3.57% # of Reports: 1 Citation OPERATING A MOTOR VEHICLE UNDER THE INFLUENNCE

3.57% # of Reports: 1 Citation OPERATING AFTER REVOCATION

28.57% # of Reports: 8 Citation SPEEDING





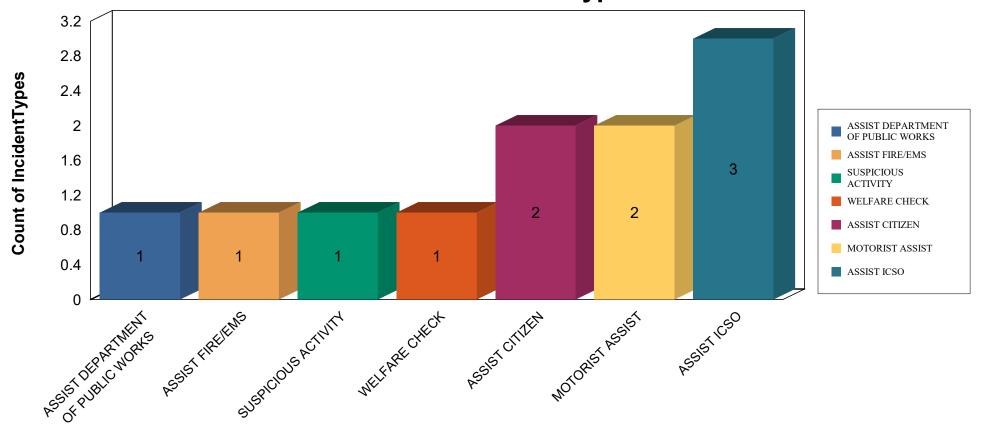
3.57% # of Reports: 1 Citation TRAFFIC OFFENNSE

42.86% # of Reports: 12 Citation WINTER PARKING ENFORCEMENT - WINTER PARKING

Grand Total: 100.00% Total # of Incident Types Reported: 28 Total # of Reports: 24

Page 4 of 8 Omnigo Software c(2024)

## **Count of Incident Types**



9.09% # of Reports: 1 Calls For Service ASSIST DEPARTMENT OF PUBLIC WORKS

9.09% # of Reports: 1 Calls For Service ASSIST FIRE/EMS

9.09% # of Reports: 1 Calls For Service SUSPICIOUS ACTIVITY

9.09% # of Reports: 1 Calls For Service WELFARE CHECK

Item 5.

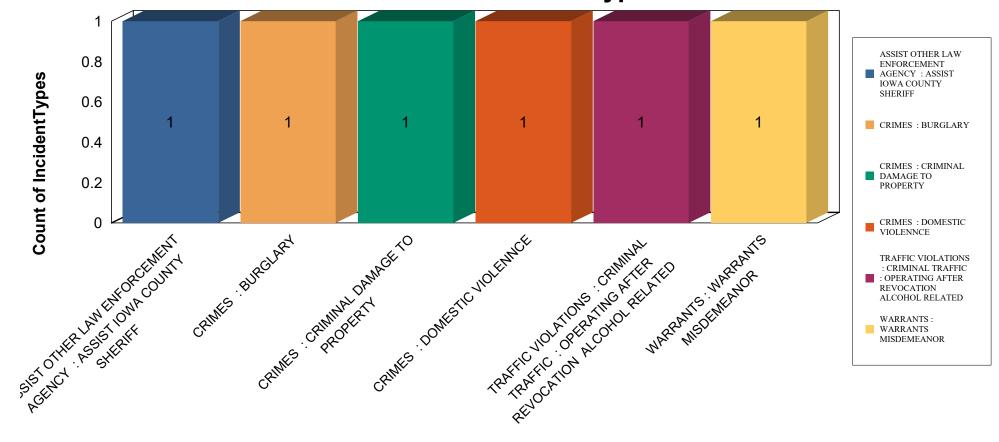
18.18% # of Reports: 2 Calls For Service ASSIST CITIZEN

18.18% # of Reports: 2 Calls For Service MOTORIST ASSIST

27.27% # of Reports: 3 Calls For Service ASSISTICSO

Grand Total: 100.00% Total # of Incident Types Reported: 11 Total # of Reports: 11

### **Count of Incident Types**



16.67% # of Reports: 1 Incident Report ASSIST OTHER LAW ENFORCEMENT AGENCY: ASSIST IOWA COUNTY SHERIFF

16.67% # of Reports: 1 Incident Report CRIMES : BURGLARY

16.67% # of Reports: 1 Incident Report CRIMES: CRIMINAL DAMAGE TO PROPERTY

16.67% # of Reports: 1 Incident Report CRIMES: DOMESTIC VIOLENNCE

Item 5.

16.67% # of Reports: 1 Incident Report TRAFFIC VIOLATIONS: CRIMINAL TRAFFIC: OPERATING AFTER REVOCATION ALCOHOL RELATED

16.67% # of Reports: 1 Incident Report WARRANTS: WARRANTS MISDEMEANOR

Grand Total: 100.00% Total # of Incident Types Reported: 6 Total # of Reports: 4

Grand Total: 100.00% Total # of Incident Types Reported: 45

1

2/05/2024 12:37 PM

Treasurer's Report

1-POOLED CHECKING ACCOUNT \*\*0307

1/01/2024 Thru: 1/31/2024

Page:

ACCT

12/31/2023 Balance: 889,922.35

Checks: -693,047.09

Receipts: 508,679.98

Other Cash Transactions: 0.00

1/31/2024 Balance: 705,555.24

2/05/2024 12:37 PM

Type

Treasurer's Report

Page:

1-POOLED CHECKING ACCOUNT \*\*0307 Thru:

ACCT

1/01/2024 Post Date Description Trans ID

-----

Others Cash Transactions:

1/31/2024

0.00

Amount

2/05/2024 12:42 PM Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 1-POOLED CHECKING ACCOUNT \*\*0307

Statement Date:

1/31/2024

Statement Balance:

\$709,367.59

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

\$0.00

2/05/2024 12:37 PM

Treasurer's Report 2-GENERAL FUND MM \*\*0753 1/01/2024 Thru: 1/31/2024

Page: 1

ACCT

12/31/2023 Balance: 754,326.57

Checks: 0.00

Receipts: 2,680.24

Other Cash Transactions: 0.00

1/31/2024 Balance: 757,006.81

2/05/2024 12:44 PM

Reconciliation Posting Control Report

Page:

Bank Account: 2-GENERAL FUND MM \*\*0753

Statement Date: 1/31/2024

Statement Balance: \$757,006.81

Statement Balance Difference: \$0.00

Cash Accounts Balance Difference: \$0.00

2/05/2024 12:37 PM

Treasurer's Report

4-SEWER DNR EQUIP REPLACEMENT FUND \*\*1692

1/01/2024 Thru: 1/31/2024

Page: 1

ACCT

12/31/2023 Balance: 88,108.91

Checks: 0.00

Receipts: 313.06

Other Cash Transactions: 0.00

1/31/2024 Balance: 88,421.97

2/05/2024 12:45 PM Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 4-SEWER DNR EQUIP REPLACEMENT FUND \*\*1692

Statement Date: 1/31/2024

Statement Balance: \$88,421.97

Statement Balance Difference: \$0.00

Cash Accounts Balance Difference: \$0.00

1

2/05/2024 12:37 PM

Treasurer's Report 5-WATER MM ACCOUNT \*\*1801

ACCT

Page:

1/01/2024 Thru: 1/31/2024

12/31/2023 Balance: 103,967.84

0.00 Checks:

Receipts: 255.68

Other Cash Transactions: 0.00

1/31/2024 Balance: 104,223.52

1

2/05/2024 12:45 PM

Reconciliation Posting Control Report

\$0.00

Page:

ACCT

Bank Account: 5-WATER MM ACCOUNT \*\*1801

Statement Date: 1/31/2024

Statement Balance: \$104,223.52

2.5

Cash Accounts Balance Difference: \$0.00

Statement Balance Difference:

2/05/2024 12:37 PM

Treasurer's Report 7-Comm Dev BG GRANT \*\*0767 Page: 1

ACCT

1/01/2024 Thru: 1/31/2024

12/31/2023 Balance: 0.00

> Checks: 0.00

Receipts: 0.00

Other Cash Transactions: 0.00

> 1/31/2024 Balance: 0.00

2/05/2024 12:45 PM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 7-Comm Dev BG GRANT \*\*0767

Statement Date:

1/31/2024

Statement Balance:

\$0.00

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

\$0.00

2/05/2024 12:37 PM

Treasurer's Report
8-CDBG MATCHING FUNDS \*\*0783

ACC

Page:

1/01/2024 Thru: 1/31/2024

12/31/2023 Balance: 0.00

Checks: 0.00

Receipts: 0.00

Other Cash Transactions: 0.00

1/31/2024 Balance: 0.00

2/05/2024 12:46 PM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 8-CDBG MATCHING FUNDS \*\*0783

Statement Date:

1/31/2024

Statement Balance:

\$0.00

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

\$0.00

2/05/2024 12:38 PM

Treasurer's Report 9-RD SEW REPL FUND \*\*0804 Page:

ACCT

1/01/2024 Thru: 1/31/2024

12/31/2023 Balance: 30,380.43

Checks: 0.00

Receipts: 20.60

Other Cash Transactions: 0.00

1/31/2024 Balance: 30,401.03

2/05/2024 12:46 PM

Reconciliation Posting Control Report

\$0.00

Page:

ACCT

Bank Account: 9-RD SEW REPL FUND \*\*0804

1/31/2024 Statement Date:

Statement Balance: \$30,401.03

Statement Balance Difference:

\$0.00 Cash Accounts Balance Difference:

2/05/2024 12:38 PM

Treasurer's Report 99-HOLIDAY HELPER\*\*1815

1/01/2024 Thru: 1/31/2024

Page:

ACCT

12/31/2023 Balance: 13,106.51

Checks: 0.00

Receipts: 10,760.00

Other Cash Transactions: 0.00

1/31/2024 Balance: 23,866.51

2/05/2024 12:47 PM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 99-HOLIDAY HELPER\*\*1815

Statement Date:

1/31/2024

Statement Balance:

\$23,866.51

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

2/05/2024 12:38 PM

Treasurer's Report
999-2018 SDWL DEBT SVC \*\*1807
1/01/2024 Thru: 1/31/2024

Page:

ACCT

12/31/2023 Balance: 19,871.98

Checks: 0.00

Receipts: 26.77

Other Cash Transactions: 0.00

1/31/2024 Balance: 19,898.75

2/05/2024 12:47 PM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 999-2018 SDWL DEBT SVC \*\*1807

Statement Date:

1/31/2024

Statement Balance:

\$19,898.75

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

1/18/2024 3:05 PM

Treasurer's Report

1-POOLED CHECKING ACCOUNT \*\*0307 12/01/2023

Thru: 12/31/2023

Page:

ACCT

11/30/2023 Balance:

507,009.82

Checks:

-140,526.29

Receipts:

537,335.62

Other Cash Transactions:

0.00

12/31/2023 Balance:

903,819.15

1/18/2024	3:0	5 PM	Treasurer's Report 1-POOLED CHECKING ACCOUNT **0307	Page: 2
			12/01/2023 Thru: 12/31/2023	
Post Date	Туре	Trans ID	Description	Amount
12/31/2023	JE	GEN-2058	2023 RECURRING MONTHLY AUDIT ENTRIES	-3,270.00
12/31/2023	JE	WAT-1518	2023 RECURRING MONTHLY AUDIT ENTRIES	3,270.00
			Others Cash Transactions:	0.00

1/18/2024 3:07 PM Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 1-POOLED CHECKING ACCOUNT \*\*0307

Statement Date: 12/29/2023

Statement Balance: \$907,648.62

Statement Balance Difference: \$0.00

Cash Accounts Balance Difference: \$0.00 1/18/2024 10:13 AM

Treasurer's Report

2-GENERAL FUND MM \*\*0753

12/01/2023

Thru: 12/31/2023

Page:

ACCT

11/30/2023

Balance:

751,978.54

Checks:

0.00

1

Receipts:

2,348.03

Other Cash Transactions:

0.00

12/31/2023

Balance:

754,326.57

1/18/2024 10:30 AM

Reconciliation Posting Control Report

Page:

1

Bank Account:

2-GENERAL FUND MM \*\*0753

Statement Date:

12/29/2023

Statement Balance:

\$754,326.57

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

1/18/2024

10:15 AM

Treasurer's Report 7-Comm Dev BG GRANT \*\*0767 12/01/2023 Thru: 12/31/2023

Page:

ACCT

11/30/2023 Balance: 0.00

Checks: 0.00

Receipts: 0.00

Other Cash Transactions: 0.00

12/31/2023 Balance: 0.00

1/18/2024

10:32 AM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account:

7-Comm Dev BG GRANT \*\*0767

Statement Date:

12/29/2023

Statement Balance:

\$0.00

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

1/18/2024

10:16 AM

Treasurer's Report 8-CDBG MATCHING FUNDS \*\*0783 12/01/2023 Thru: 12/31/2023

Page:

ACCT

11/30/2023 Balance: 0.00

> Checks: 0.00

Receipts: 0.00

Other Cash Transactions: 0.00

12/31/2023 Balance: 0.00

1/18/2024 10:32 AM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account:

8-CDBG MATCHING FUNDS \*\*0783

Statement Date:

12/29/2023

Statement Balance:

\$0.00

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

1/18/2024

10:16 AM

Treasurer's Report 9-RD SEW REPL FUND \*\*0804

12/01/2023

Thru: 12/31/2023

Page:

ACCT

11/30/2023

Balance:

30,362.34

Checks:

0.00

1

Receipts:

18.09

Other Cash Transactions:

0.00

12/31/2023 Balance: 30,380.43

1/18/2024

10:32 AM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account:

9-RD SEW REPL FUND \*\*0804

Statement Date:

12/29/2023

Statement Balance:

\$30,380.43

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

1/18/2024 10:14 AM

Treasurer's Report 4-SEWER DNR EQUIP REPLACEMENT FUND \*\*1692

Page: 1

ACCT

12/01/2023

Thru: 12/31/2023

11/30/2023 Balance: 87,834.65

> Checks: 0.00

Receipts: 274.26

Other Cash Transactions: 0.00

12/31/2023 Balance: 88,108.91

1/18/2024 10:31 AM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 4-SEWER DNR EQUIP REPLACEMENT FUND \*\*1692

Statement Date: 12/29/2023

Statement Balance: \$88,108.91

Statement Balance Difference: \$0.00

Cash Accounts Balance Difference: \$0.00

1/18/2024 10:15 AM

Treasurer's Report 5-WATER MM ACCOUNT \*\*1801

Page:

ACCT

12/01/2023

Thru: 12/31/2023

11/30/2023 Balance: 103,743.64

> Checks: 0.00

Receipts: 224.20

Other Cash Transactions: 0.00

12/31/2023 Balance: 103,967.84 1/18/2024 10:31 AM

Reconciliation Posting Control Report

Page:

1

ACCT

Bank Account:

5-WATER MM ACCOUNT \*\*1801

Statement Date:

12/29/2023

Statement Balance:

\$103,967.84

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

1/18/2024

10:17 AM

Treasurer's Report

999-2018 SDWL DEBT SVC \*\*1807

12/01/2023

Thru: 12/31/2023

Page:

1

ACCT

11/30/2023 Balance: 19,848.48

> Checks: 0.00

Receipts: 23.50

Other Cash Transactions: 0.00

12/31/2023 Balance: 19,871.98

1/18/2024 10:33 AM Reconciliation Posting Control Report

Page:

ACCT

1

Bank Account:

999-2018 SDWL DEBT SVC \*\*1807

Statement Date:

12/29/2023

Statement Balance:

\$19,871.98

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

1/18/2024

10:17 AM

Treasurer's Report 99-HOLIDAY HELPER\*\*1815

Page: 1 ACCT

12/01/2023

Thru: 12/31/2023

11/30/2023 Balance: 13,106.51

> Checks: 0.00

Receipts: 0.00

Other Cash Transactions: 0.00

12/31/2023 Balance: 13,106.51

1/18/2024 10:33 AM

Reconciliation Posting Control Report

Page:

ACCT

99-HOLIDAY HELPER\*\*1815 Bank Account:

Statement Date: 12/29/2023

Statement Balance: \$13,106.51

Statement Balance Difference: \$0.00

Cash Accounts Balance Difference: \$0.00 12/08/2023

4:58 PM

Treasurer's Report

1-POOLED CHECKING ACCOUNT \*\*0307

11/01/2023

Thru: 11/30/2023

Page:

ACCT

10/31/2023 Balance: 433,738.44

Checks:

-80,215.97

Receipts:

153,487.35

Other Cash Transactions:

0.00

11/30/2023 Balance: 507,009.82

12/08/2023	4:58	8 PM	Treasurer's Report 1-POOLED CHECKING ACCOUNT **0307	Page: 2
			11/01/2023 Thru: 11/30/2023	
Post Date	Туре	Trans ID	Description	Amount
11/30/2023	JE	GEN-2057	2023 RECURRING MONTHLY AUDIT ENTRIES	-3,270.00
11/30/2023	JE	WAT-1517	2023 RECURRING MONTHLY AUDIT ENTRIES	3,270.00
			Others Cash Transactions:	0.00

12/08/2023 5:04 PM Reprint - Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 1-POOLED CHECKING ACCOUNT \*\*0307

Statement Date:

11/30/2023

Statement Balance:

\$511,832.82

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

12/06/2023

5:15 PM

Reconciliation Posting Control Report

Page:

1

ACCT

Bank Account: 2-GENERAL FUND MM \*\*0753

Statement Date: 11/30/2023

Statement Balance: \$751,978.54

Statement Balance Difference: \$0.00

Cash Accounts Balance Difference: \$0.00

12/06/2023 5:38 PM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 4-SEWER DNR EQUIP REPLACEMENT FUND \*\*1692

Statement Date:

11/30/2023

Statement Balance:

\$87,834.65

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

12/06/2023 5:39 PM

Reconciliation Posting Control Report

\$0.00

Page:

ACCT

Bank Account: 5-WATER MM ACCOUNT \*\*1801

Statement Date: 11/30/2023

\$103,743.64 Statement Balance:

Cash Accounts Balance Difference: \$0.00

Statement Balance Difference:

12/06/2023 5:39 PM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 9-RD SEW REPL FUND \*\*0804

Statement Date:

11/30/2023

Statement Balance:

\$30,362.34

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

12/06/2023 5:40 PM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 99-HOLIDAY HELPER\*\*1815

Statement Date:

11/30/2023

Statement Balance:

\$13,106.51

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

12/06/2023 5:40 PM

Reconciliation Posting Control Report

Page:

ACCT

Bank Account: 999-2018 SDWL DEBT SVC \*\*1807

Statement Date:

11/30/2023

Statement Balance:

\$19,848.48

Statement Balance Difference:

\$0.00

Cash Accounts Balance Difference:

December 2023

MR. JEFFREY BRINDLEY RIDGEWAY, VILLAGE OF 208 JARVIS STREET SUITE A RIDGEWAY, WI 53582



Reference: Cathodic Protection Corrosion Control System

Dear Customer:

We have not heard from you regarding the service proposal we submitted which would provide for annual maintenance to the referenced cathodic protection corrosion control equipment. In order to expedite this matter, we are enclosing a copy of that agreement for your consideration. Upon approval, you may fax it to us at 330/723-6065, email **contractcenter@corrpro.com** or mail it to the address indicated above.

Included as well is a check list of additional services we provide. These services are not related to the operation of your cathodic protection equipment and, as you can see, pertain strictly to the tank itself. Should you wish to subscribe to any of them, simply mark the sheet accordingly and submit it along with the maintenance agreement. Please bear in mind that the charges indicated are *in addition* to the annual maintenance fee.

Since the cost of these services seems minimal when compared to the overall cost of your water storage tank investment, we hope you will give our proposal serious consideration. We ask that you please contact us (Toll-Free 1-800/443-3516) should any questions arise.

Very truly yours,

Raychell Whitlow-Long

Raychell Whitlow-Long Contracts Administrator

Enclosure



RIDGEWAY, VILLAGE OF

208 JARVIS STREET

RIDGEWAY WI 53582 UNITED STATES

SUITE A



ANNUAL SERVICE AGREEMENT WATER STORAGE TANK / CLARIFIER CATHODIC PROTECTION SYSTEM(S)

Customer: 2423040 Contract: 90220

> 1055 West Smith Road Medina, OH 44256 Phone: 330.725.6681 Fax: 330.723.6065

Fax: 330.723.6065 contractcenter@corrpro.com

# SECOND REQUEST

ATTN: MR. JEFFREY BRINDLEY

Structure	Capacity	Designation/Location		System No.	Plan	Amount
igle Pedestal Water Tank 1	50,000	VILLAGE CENTER TANK		75392	С	925.00
For contract period	od 1/1/2024 thro	ough 12/31/2024	Tota	Lump Sum		\$925.00
Tank-to-Water p     Electrical Meas     Inspect, test. ar     Adjust system f	ootential profile within to urements to test anode nd clean rectifier, contr for optimum corrosion of	sit per contract term to include ank to monitor and verify effectiveness of sy and reference cells. ols, meters, contacts, wiring and connection control on submerged metal surface of tank valuation of data, and recommendations fo	stem on submerged surface of tank. s. Replace fuses as required.	n services as	noted l	pelow.
Plan "A" Service:	Includes one annual i	nspection as indicated including repair and/	or replacement of anodes and rectifier	s as required.		
Plan "B" Service:	Includes one annual i	nspection as indicated including repair and/	or replacement of anodes as required			
Plan "C" Service:	Includes only services	s listed in items 1 thru 5 above.				
Plan "AA" Service:	Includes two inspection	ons annually as indicated including spring in as required.	stallation and fall removal of anodes a	is well as repair ar	nd/or repla	cement of
Plan "BB" Service:	Includes two inspection	ons annually as indicated including spring in	stallation and fall removal of anodes a	as well as repair ar	nd/or repla	cement as
Plan "CC" Service:		ons annually as indicated including spring in	stallation and fall removal of anodes.			
Payment is due at the start does not effect in any way I Insurance during the annua or exemplary damages with herby waive such damage. the claim. Client and Corre	of the contract period. the original warranty or al service period. Client or respect to any claims Corrpro's total liability or waive all rights again	Additional repairs or replacements of systen the system(s) described above. Corrpro a and Corrpro agree that neither party shall it, disputes, or other matters in question arisi to Client shall not exceed the amount of co	m components would be subject to the grees to maintain General Liability Inside responsible to the other party for in any out of or relating to this Agreement mpensation actually paid for the servicers, agents and employees for all loss	e subscriber's app urance and Workn cidental, conseque or its termination, ces, products, or n or damage to prop	roval. This nen's Com ential, indir and Clien naterials gi perty or its	agreement pensation ect, punitive, t and Corrpro ving rise to loss of use.
Please Include Jo	b Site Contact	Person:	Phone No	umber:		
CORRPRO COMP	ANIES, INC.		SUBSCRIBER'S ACC	EPTANCE		
Raychell V	Skitlow-Long	Signati	ure:			
Whitlow-Long, Raychell		-1911411	***************************************			

Printed Name / Title: \_

Date: .

Date: 12/1/2023

Item 7.



corrpro

# CORRPRO Waterworks ADDITIONAL WATER TANK SERVICES AGREEMENT

RIDGEWAY, VILLAGE OF 208 JARVIS STREET SUITE A RIDGEWAY, WI 53582 ATTN: MR. JEFFREY BRINDLEY CUSTOMER NO: 2423040 CONTRACT NO: 90220

1055 West Smith Road Medina, OH 44256

Phone: 330.725.6681 Fax: 330.723.6065 contractcenter@corrpro.com

#### **ANNUAL 15 POINT TANK REVIEW**

- 1. FOUNDATION: OBSERVE FOR SETTLING, CRACKS AND DETERIORATION.
- 2. EXTERIOR TANK COATING: OBSERVE FOR COATING FAILURE, CORROSION AND LEAKS.
- 3. INTERIOR TANK COATING: OBSERVE AS ALLOWED FROM ACCESS HATCHES.
- 4. WATER LEVEL INDICATOR: CHECK OPERATIONAL CONDITION.
- 5. OVERFLOW PIPE: CHECK THE FLAP VALVE COVER AS ACCESSIBLE, OPERABLE AND SEALED.
- 6. ACCESS LADDER: CHECK FOR LOOSE BOLTS AND RUNGS.
- 7. FALL PROTECTION DEVICES: CHECK OPERATION.
- 8. ROOF: CHECK FOR HOLES, RUST, AND PONDING WATER LOW SPOTS.
- 9. AIR VENTS: CHECK SCREENS, SEALED EDGES AND SEAMS.
- 10. CATHODIC PROTECTION ANODES COVERS: CHECK FOR DETERIORATED GASKETS AND IMPROPER SEAL.(FOR TANKS NOT PRESENTLY COVERED BY A SERVICE AGREEMENT)
- 11. ROOF HATCH: CHECK LOCKS, HINGES AND GASKETS.
- 12. VISUAL WATER QUALITY: OBSERVE FOR FOREIGN MATTER AS DISCERNABLE FROM THE ROOF HATCH.
- 13. PHOTOGRAPH AREAS OF CONCERN.
- 14. WRITTEN RECOMMENDATIONS FOR CORRECTIVE ACTION IF REQUIRED.
- 15. OBSERVE TANK SITE SECURITY. CHECK FENCES, GATES AND ACCESS DOORS.

ANNUAL COST \$645.00 PER TANK PER YEAR	ACCEPTED:	YES	NO
* The service provided is an annual visual evaluation for the purpose of noting possible corrective action in accordance with AWWA recommended practices as ladders and catwalks. The work performed is not a structural evaluation no inspection as recommended by AWWA standards.	. It is limited to area	s of the tank visi	ble from access points such
AVIATION LIGHT BULB REPLACEMENT (standard bulbs in	cluded)		
REPLACE ALL AVIATION LIGHT BULBS AT THE LISTED COST PER TANK ADDITIONAL BULB.	FOR THE FIRST	TWO BULBS AN	D \$25.00 EACH
REPLACEMENT COST \$125.00 PER TANK PER YEAR *Price based on Max. bulb size, 116 watt medium screw base Traffic Signal B	ACCEPTED: Bulb (116 A21 TS)	YES	NO
INTERIOR LIGHT BULB REPLACEMENT (standard bulbs in	cluded)		
REPLACE ALL INTERIOR LIGHT BULBS ACCORDING TO THE LISTED COADDITIONAL BULB.	OST FOR THE FIRS	ST FIVE BULBS	AND \$10.00 EACH
REPLACEMENT COST \$140.00 PER TANK PER YEAR *Price based on Max. bulb size, 150 watt medium screw base Rough Service	ACCEPTED: Incandescent Bulb	YES(150 A23 RS)	NO
SIGNATURE: -			
TITLE: -			
DATE: -			





#### Michael Gorham <marshal@ridgewaywi.gov>

## **Baycom - Body Worn Info**

**Tim Cooney** <tcooney@baycominc.com>
To: "marshal@ridgewaywi.gov" <marshal@ridgewaywi.gov>

Mon, Dec 11, 2023 at 12:29 PM

Good morning Michael.

My apologies for the delay. It gets a bit nuts at the end of the calendar year so I am a bit behind.

Thanks again for your time and the opportunity. I have attached a quote showing the single offload dock we discussed along with the pricing for unlimited Cloud software for 1, 3 or 5 years. No real price break for doing multiple years up front so it would depend on how far in advance you wish to pay for it. I did also include pricing for the Cloud software and storage for in-car units should you get any of those as the pricing is a bit different due to there tending to be more video.

I also included the cost to have the software set up and device or devices configured as well as the training on the software which will be key in showing you how to offload, manage the video and do redaction when needed.

The other quotes I attached are to show what a new in-car system would cost as well as the current specs on the FZ-Toughbook.

Thanks again for the opportunity and please let me know if you have any questions at all. I will be out on appointments this afternoon but should be in the office all day tomorrow.

**Tim Cooney** | Director of Business Development Baycom, Inc. | 2040 Radisson St., Green Bay, WI 54302 Direct: (920) 544-4282 | Mobile: (920) 621-7793 tcooney@baycominc.com | www.baycominc.com

For Service Requests, please contact:

(800) 726-5426 or customerservice@baycominc.com



Item 11.

#### 3 attachments



20231211E Ridgeway Marshal's Office ICV4000.pdf

**20231211F Ridgeway Marshal's Office FZ-55.pdf** 150K



**TIM COONEY** 2040 RADISSON ST. **GREEN BAY, WI 54302** PHONE: 920-544-4282 FAX: 920-468-8615

tcooney@baycominc.com

**RIDGEWAY MARSHAL'S OFFICE MICHAEL GORHAM** 208 JARVIS ST. - SUITE B **RIDGEWAY, WI 53582** 12/11/2023 608-778-1559

marshal@ridgewaywi.gov

#### **QUOTE NO. TC20231211D**

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING: **EQUIPMENT DETAILS AND PRICING** 

QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
	State Contract# 505ENT-O16-NASPOCOMPUT-02		
1	Single Charging/Offload BWC4000 Dock	\$256.00	\$256.00
1	Single Charging/Offload BWC4000 Power Adapter	\$83.00	\$83.00
	BODY WORN CLOUD LICENSING OPTIONS - INCLUDES S AND UNLIMITED STORAGE	SOFTWARE	
1	1 Year License - Per Body Worn Camera	\$472.00	\$472.00
1	3 Year License - Per Body Worn Camera	\$1,416.00	\$1,416.00
1	5 Year License - Per Body Worn Camera	\$2,359.00	\$2,359.00
	IN-CAR CLOUD LICENSING OPTIONS - INCLUDES SOFTWAND UNLIMITED STORAGE	VARE	
1	1 Year License - Per Vehicle	\$802.00	\$802.00
1	3 Year License - Per Vehicle	\$2,383.00	\$2,383.00
1	5 Year License - Per Vehicle	\$4,010.00	\$4,010.00
	SOFTWARE INSTALLATION & CONFIGURATION		
1	Includes Software Installation, Configuration and Device Programming	\$2,530.00	\$2,530.00
	TRAINING		
1	Training on device usage, software functions and use of redaction software	\$1,215.00	\$1,215.00

**EQUIPMENT COST:** \$15,526.00 Payment Terms: Net 30 Days SHIPPING: Included Quotation Good for 90 Days TAX: Exempt TOTAL: \$15,526.00 We impose a surcharge of 2% on credit card purchases over \$1,000.00 which is not greater than our cost of acceptance. Your signature is an agreement to purchase and an acceptance of Baycom's Terms & Conditions (http://terms.baycominc.com) Approved By: AUTHORIZED CUSTOMER SIGNATURE All of the information listed on this proposal is confidential and proprietary information.

If You Have Any Questions, Please Contact Tim Cooney at 920-544-4282

800.726.5426 920 468 5426 I www.baycominc.com - [

















Tank C.
January Chase
Ann - Si i P
Amazon Shipping Costs
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1-25 6.99
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million items.

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growth.

Item 12. RECOMMENDED: Public Sector plan | \$3,499/year\* | Over 100 users \$179/year \$499/year \$1,299/year Up to 3 users items. Need it sooner? Choose FREE Same-Day Delivery on eligible orders. Continue to get unlimited FREE Two-Day Shipping on over 100 The things you need, delivered conveniently. Choose your own "Amazon Day" to get eligible receive eligible orders in the fewest packages and deliveries. Enjoy Free Pallet Delivery for Free Survey and Analytics Third party benefit provided by Delighted. Free through email, web, SMS, POS kiosk, and other inspire customer loyalty and drive business 5% Back or 90 Day Terms Amazon Business Prime American Express Card Members can take advantage of 5% Back or 90 days to pay interest free on U.S. purchases at 1 Author + 100 readers 1 Anthor + 10 readers

# Spend Visibility

Analyze spending patterns for insights that can help inform your budgeting decisions and buying policies.

#### Amazon WorkDocs

Easily search and collaborate on your business documents including invoices, receipts, and other files from a single, secure location

### **Guided Buying**

Create policy rules that guide employees to approved products and help prevent procurement violations.

## Extended terms for Pay By Invoice

Get 45- or 60-day payment terms with eligible membership plans upon approval.

\$179/year

exceeds number of users for this plan

\$499/year

START 30-DAY FREE TRIAL

\$1,299/year

START 30-DAY FREE TRIAL