


Employee Name: Derrick Cline

#10

	Date:	Start	End	Start	End	Holiday	PTO	Gen	Mosq	Garbage	Water	Sewer	Street	Total Hours	Brief Description of Work Activity
Sur	4/30/2023	X	X												
Mon	5/1/2023	10:00	5:30	10:00	12:00			2.5		2	1	4	9.5	Rounds, Pump Water, Water Brax @ apartments	
Tue	5/2/2023	10:45	8:00					1.25		6	2		9.25	Rounds, Dead Reel, Water @ baseball field,	
Wed	5/3/2023	9:30	6:15					.75			6	2	8.75	Rounds, Pump Water by County Shop, Trash in Street	
Thur	5/4/2023	8:30	6:00					1.5		4	2	2	9.5	Pull Post, Flush Hydrants, Pump Water @ County Shop	
Fri	5/5/2023	9:30	6:30					4		4	1		9	Rounds, City Ride around, Clean Shop, Pump Water Sag Cars	
Sat	5/6/2023	12	4:00							4			4	Dump	
Weekly Total #1								10		4	16	12	8	50	40 R, 100 T; Garb 4; W 5, Sew 1
Sun	5/7/2023	X	X												
Mon	5/8/2023	1:00	4:15					.75		2.5			3.25	Pool, Desk @ City Hall,	
Tue	5/9/2023	X	X												
Wed	5/10/2023	12:30	6:45					1.5		2	3		6.5	Pool, New pump installed, Baseball field pump, Rounds, Water Tower	
Thur	5/11/2023	8:45	6:00					3.25				6	9.25	Yield sign fixed, Storage cleaned up, Minnewakken	
Fri	5/12/2023	11:30	5:00					5.5					5.5	Moved RR Tracks, Water Plant, Replaced Belt,	
Sat	5/13/2023	X	X												
Weekly Total #2								11		4.5	3	6	24.5		
Weekly Total #1								10		4	16	12	8	50	
Total								21		4	20.5	15	14	74.5	
PTO/Holiday															
Overtime									0	4	5	1	10	\$ 270.00	
Total Regular								21	0	0	15.5	14	14	64.5	\$1161.00

Employee Signature: 

Date: 5/15/2023

1431.00

**Time Card Report**  
**4/30/2023 - 5/13/2023**

Downloaded: 05/17/2023 10:31 AM

No: 2		Name: Derrick Cline				Dept:		Shift: NULL		Daily totals				
Date	Week	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	Regular Hours	Time Sheet Hours	Other Hours	Notes	
04/30	SUN													
05/01	MON	10:04	17:27							7:23	9:30			
05/02	TUE	10:46	20:05							9:19	9:15			
05/03	WED	9:27	18:12							8:45	8:45			
05/04	THU	8:33	18:00							9:27	9:30			
05/05	FRI	9:25	18:38							9:13	9:00			
05/06	SAT	12:10	16:10							4:00	4:00			
05/07	SUN	0:00	0:00							0:00				
05/08	MON	13:06	16:15							3:09	3:15			
05/09	TUE	0:00	0:00							0:00				
05/10	WED	12:23	18:41							6:18	6:30			
05/11	THU	8:48	18:01							9:13	9:15			
05/12	FRI	11:33	17:00							5:27	5:30			
05/13	SAT	0:00	0:00							0:00				
<b>TOTAL:</b>										72:14	74:30			
Work Total (hrs):				Overtime (hrs)				Other (hrs):		Total (hrs):				
Employee Signature: _____													Manager Signature: _____	Date: _____

No: 3		Name: Alan Lundstrom				Dept:		Shift: NULL		Daily totals				
Date	Week	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	Regular Hours	Time Sheet Hours	Other Hours	Notes	
04/30	SUN	0:00	0:00							0:00	2:00			
05/01	MON	11:35	17:26							5:51	8:30			
05/02	TUE	9:08	18:07							8:59	10:45			
05/03	WED	9:17	21:20							12:03	12:00			
05/04	THU	8:10	18:25							10:15	10:15			
05/05	FRI	8:17	18:37							10:20	10:15			
05/06	SAT	0:00	0:00							0:00	2:00			
05/07	SUN	0:00	0:00							0:00	2:00			
05/08	MON	8:26	16:50							8:24	8:15			
05/09	TUE	8:04	15:27							7:23	9:30			
05/10	WED	9:33	18:59							9:26	9:30			
05/11	THU	8:34	18:01							9:27	9:30			
05/12	FRI	8:49	15:31							6:42	6:45			
05/13	SAT	0:00	0:00							0:00	2:00			
<b>TOTAL:</b>										88:50	103:15			
Work Total (hrs):				Overtime (hrs)				Other (hrs):				Total (hrs):		
Employee Signature: _____ Manager Signature: _____ Date: _____														

Employee Name: Al Lundstrom														#10	
	Date:	Start	End	Start	End	Holiday	PTO	Gen	Mosq	Garbage	Water	Sewer	Street	Total Hours	Brief Description of Work Activity
Sun	4/2/2023	9:30	11:30								2.00			2.00	w/p
Mon	4/3/2023	11:30	5:30	9:30	12:00			0.50			3.00	1.00	4.00	8.50	r,w/p,unloaded snowblower,Bpccp report,streets, waterbreak at apartments, w/p/a
Tue	4/4/2023	7:15	6:00							1.00	3.00	4.00	2.75	10.75	r,w/p,nd sewage and pump, dead deer, pum water-n.side, gravel roads, barco street paving guy
Wed	4/5/2023	9:15	9:15					3.25			2.00	4.00	2.75	12.00	r,w/p,pump water-n.side, clean and lube sander, city council
Thur	4/6/2023	8:15	6:30								4.50	2.75	3.00	10.25	r,w/p,gravel at carboard station, post at diomond,vance curb on,sharons curb, edyth gate valve, RW, flush hydrants, pump h20
Fri	4/7/2023	8:15	6:30					1.00		3.00	3.00	2.00	1.25	10.25	r,w/p,drive around w/ council,amb call, tagged cars, pump water, lifts
Sat	4/8/2023	1:15	3:15								2.00			2.00	w/p
Weekly Total #1						0.00	0.00	4.75	0.00	4.00	19.50	13.75	13.75	55.75	40 reg, 15.75 OT, W 3.75, Sew 4.75, St 4.25, Gen 3.00
Sun	4/9/2023	10:00	12:00								2.00			2.00	w/p
Mon	4/10/2023	8:30	4:45					2.00			3.25	3.00		8.25	r,w/p,pump pool, desk @ CH, line at wp adjust/test, receipts, unload skid for FD
Tues	4/11/2023	8:00	5:30					1.00			4.00	1.00	3.50	9.50	meeting with solo tek, r,w/p, animal control, dragged gravel roads, pump pool
Wed	4/12/2023	9:30	7:00								4.50	3.00	2.00	9.50	r, w/p pump water-n.side, install pump pool, pump pool, fixed gravel roads, kyle fischer-water tower guy, live trap
Thur	4/13/2023	8:30	6:00					2.50			2.50	1.00	3.50	9.50	r, w/p, mower, trees-n.side, rearrange storage, signs, yield and curve. Minnewaken for sign
Fri	4/14/2023	8:45	3:30					1.50			2.00	2.00	1.25	6.75	r,w/p,p-lake,lifts,cando for parts, fix mower
Sat	4/15/2023	4:00	6:00								2.00			2.00	w/p
Weekly Total #2						0.00	0.00	7.00	0.00	0.00	20.25	10.00	10.25	47.50	40 Reg, 7.5 OT W 2, Sew 2, ST 2 Gen 1.5
Weekly Total #1						0.00	0.00	4.75	0.00	4.00	19.50	13.75	13.75	55.75	
Total						0.00	0.00	11.75	0.00	4.00	39.75	23.75	24.00	103.25	
PTO/Holiday						0.00	0.00							0.00	
Overtime								4.5	0	0	5.75	6.75	6.25	23.25	\$941.63
Total Regular								7.25	0.00	4.00	34.00	17.00	17.75	80.00	\$ 2160.00
Employee Signature:														Date:	RECEIVED MAY 15 2023 53101.63

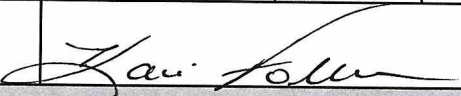
Employee Name: Kari Follman

Payroll Period # 10 4/30/2023 to 5/13/2023

Date:	Start	End	Start	End	PTO	OT	Hours
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Sun	4/30/2023							
Mon	5/1/2023	12:00	6:00				6.00	bank, po, phone, email, timesheets, dump ground flyers, PR, AP, WSG payments, agenda, traffic sign research, meeting prep
Tues	5/2/2023	10:00	1:30				3.50	meeting prep, phone, email, agenda
Wed	5/3/2023	10:00	10:00				12.00	meeting prep, phone, email, agenda, meeting
Thurs	5/4/2023	7:00	5:15				10.50	phone, email, support calls for meter read programs, meter reading, minuets , rural water- rate study
Fri	5/5/2023	10:30	3:30				5.00	filing, office cleaning, record disposal throwing, employee agreement, building permit, email
Sat	5/6/2023							
	Weekly Total						37.00	
Sun	5/7/2023							
Mon	5/8/2023	10:15	4:00				5.75	email, filing, moving desk to EDC building, monthly payroll
Tues	5/9/2023	9:15	2:30	5:45	7:30		7	email, phone, walk-ins, WSG payments, bank draft, AP, PO, Bank, minutes, filing
Wed	5/10/2023	10:00	12:15	5:00	8:15		5.5	land sale ad, WSG payments, bank, PO, email, phone, walk-ins, 941 payment
Thurs	5/11/2023							
Fri	5/12/2023							
Sat	5/13/2023							
	Weekly Total						18.25	
	Grand Total						55.25	

Employee Signature:



Date:

5-15-23

Employee Name: Gina Harkness

Payroll Period # 10 4/30/2023 to 5/13/2023

Date: Start End Start End PTO OT Hours

Sun	4/30/2023								
Mon	5/1/2023	1:00	3:00					2.00	Work from home: Employee Background Consent Form, Employee Background Email/Phone Call
Tues	5/2/2023								
Wed	5/3/2023	8:15	10:00					13.75	Bank, PO, WSG Deposit, AP, Meeting Prep, Employee Background Consent Form, Meeting
Thurs	5/4/2023	9:15	5:15					8	Bank, PO, Meter Reads, Employee Background Consent Form, AP, AP Checks, Meeting w/Rural Water (Ward)
Fri	5/5/2023								
Sat	5/6/2023								
	Weekly Total							23.75	
Sun	5/7/2023								
Mon	5/8/2023								
Tues	5/9/2023								
Wed	5/10/2023								
Thurs	5/11/2023								
Fri	5/12/2023	8:30	4:30					8	Bank, PO, WSG Deposit, Late Fees, Phone, Employee Background Check, Walk-Ins, Benson County Recorder Parcel Number Question, File AP Checks
Sat	5/13/2023								
	Weekly Total							8	
	Grand Total							31.75	
Employee Signature: <i>Gina Harkness</i>									Date: <i>5/12/23</i>