

Employee Name: alan lundstrom														Payroll Period #		23	
	Date:	Start	End	Start	End	Holiday	PTO	Gen	Mosq	Garbage	Water	Sewer	Street	Total Hours	Brief Description of Work Activity		
Sun	10/26/2025	9:00	10:00								1.00			1.00	w/p		
Mon	10/27/2025	8:15	4:00					3.50			1.00	1.00	2.25	7.75	r,w/p, replaced bristels on sweeper,recycled jacobsons mailbox		
Tue	10/28/2025	9:30	5:00					1.50			3.00	1.00	2.00	7.50	r,w/p, dmr report, manhole riser, speed bump, filled holes by cenex, and apartments, pumped pool, nusanise animal, invoices		
Wed	10/29/2025	8:45	5:15					2.50			5.00	1.00		8.50	r, w/p, north plains digging by ditch, fixed curb locator, otp hawkings, otp james- gate valves misaligned		
Thur	10/30/2025	8:30	4:00								1.00	1.00	5.50	7.50	r, w/p, soil conditioned roads		
Fri	10/31/2025	8:45	4:30					3.75			1.00	3.00		7.75	r, w/p, cleaned storm drains, DL parts for ford pickup, cleaned out pickup		
Sat	11/1/2025	9:00	10:00								1.00			1.00	w/p		
Weekly Total #1						0.00	0.00	11.25	0.00	0.00	13.00	7.00	9.75	41.00	40 Regular, 1 OT (1 Water)		
Sun	11/2/2025	9:00	10:00								1.00			1.00	w/p		
Mon	11/3/2025	8:30	5:45								1.00	6.25	2.00	9.25	r,w/p,cut trees at lagoon, rock at rick larsons		
Tues	11/4/2025	8:45	4:30	11:30	2:30			4.00			5.75	1.00		10.75	r,w/p, low chlorine, hangers, tag cars, meet with steve J, pumped ditch,culvert,agenda,installed sign at cenex, chlorine11:30-2:30		
Wed	11/5/2025	9:30	8:00					8.50			2.00			10.50	w/p,testing water, pumped ditch by pp, otp with rugby, steve jorgenson, city council		
Thur	11/6/2025	8:45	5:00	7:45	8:45			3.25			4.00	2.00		9.25	r, w/p, gary rolles curb, 811, otp w james, otp north plains, curb locate-gellers, cut trees, cleaned gutters		
Fri	11/7/2025	10:30	4:30								1.00	2.00	3.00	6.00	r, w/p, potholes by dulmages and church, LS,		
Sat	11/8/2025	12:30	4:00	4:00	5:30			0.50		3.5	1.00			5.00	dumpground, w/p, drilled hole for christmas tree		
Weekly Total #2						0.00	0.00	16.25	0.00	3.50	15.75	11.25	5.00	51.75	40 Regular, 11.75 OT (3.50 Garbage, 6 Water, 2.25 Sewer)		
Weekly Total #1						0.00	0.00	11.25	0.00	0.00	13.00	7.00	9.75	41.00			
Total						0.00	0.00	27.50	0.00	3.50	28.75	18.25	14.75	92.75			
PTO/Holiday						0.00	0.00							0.00			
Overtime										3.50	7.00	2.25		12.75			
Total Regular								27.50	0.00	0.00	21.75	16.00	14.75	80.00			
Employee Signature:														Date:			

pw: leeds

**Time Card Report**  
**10/26/2025 - 11/8/2025**

Downloaded: 11/12/2025 11:12 AM

No: 3		Name: Alan Lundstrom				Dept:		Shift: NULL		Daily totals			
Date	Week	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	Regular Hours	Timesheet Hours	Other Hours	Notes
10/26	SUN										1:00		
10/27	MON	8:21	15:59							7:38	7:45		
10/28	TUE	9:29	16:57							7:28	7:30		
10/29	WED	8:43	17:18							8:35	8:30		
10/30	THU	8:39	16:07							7:28	7:30		
10/31	FRI	8:41	16:34							7:53	7:45		
11/01	SAT	0:00	0:00							0:00	1:00		
11/02	SUN	0:00	0:00							0:00	1:00		
11/03	MON	9:39	18:47							9:08	9:15		
11/04	TUE	9:50	17:37							7:47	10:45		
11/05	WED	10:29								MP	10:30		
11/06	THU	8:51	16:53							8:02	9:15		
11/07	FRI	10:27	16:33							6:06	6:00		
11/08	SAT	0:00	0:00							0:00	5:00		
TOTAL:										70:05	92:45		
Work Total (hrs):				Overtime (hrs)		Other (hrs):				Total (hrs):			
Employee Signature:				Manager Signature:				Date:					



Employee Name: Jordan Thompson														Payroll Period #		23	
	Date:	Start	End	Start	End	Holiday	PTO	Gen	Mosq	Garbage	Water	Sewer	Street	Total Hours	Brief Description of Work Activity		
Sun	10/26/2025													0.00			
Mon	10/27/2025	8:30	4:00					2.50		2.00	1.00		2.00	7.50	Rounds, Tower, Chlorine test, Clean shop, Garbage, Skid sweeper, G-can Alex Sloane, Lid- shane		
Tue	10/28/2025	8:30	4:35					4.00			3.00		1.00	8.00	Rounds, Tower, Chlorine test, Pumped pool, Flushed hydrants, Fixed Riser, Omega mix		
Wed	10/29/2025	8:30	5:05					3.50		2.00		2.00	1.00	8.50	Rounds, Tower, Grabbed pumps, Cleaned out pickups, Tried to fix rittermans new GV- crooked, Couches to dump, Pushed up dump		
Thur	10/30/2025	8:30	4:10				0.50	1.50			6.00			8.00	Rounds Tower, Drained painted hydrants		
Fri	10/31/2025	8:45	4:30				0.25	5.00		1.75			1.00	8.00	Rounds, Tower, Moved equipment, Plows ready, Plake		
Sat	11/1/2025													0.00			
Weekly Total #1						0.00	0.75	16.50	0.00	5.75	10.00	2.00	5.00	40.00			
Sun	11/2/2025													0.00			
Mon	11/3/2025	8:21	6:45					5.00			1.00	2.00	2.25	10.25	Rounds, Tower, Cut trees at Lagoon, muskrat		
Tues	11/4/2025	8:15	5:35					7.00			1.25		1.00	9.25	Rounds, Tower, Chlorine test, Cleaned WP, Culvert to dump, Pallets to dump, Pumped Derrecks ditch, Hangers		
Wed	11/5/2025	8:30	4:00					3.50		1	2.00	1.00		7.50	Rounds, Tower, Chlorine test, Pumped ditches, Put equipment away		
Thur	11/6/2025	8:00	4:45					6.00			1.00		1.75	8.75	Rounds, Tower, 811 calls, Curbs @hall, Gary R, Rittermans, Cut trees at Lagoon		
Fri	11/7/2025	8:20	4:30					4.00			2.00		2.00	8.00	Rounds, Tower, Chlorine test, Lift station, Pleasant Lake, Patched streets, Shop vac, Bugs		
Sat	11/8/2025													0.00			
Weekly Total #2						0.00	0.00	25.50	0.00	1.00	7.25	3.00	7.00	43.75	40 regular, 3.75 OT (2.75 Water, 1 Street)		
Weekly Total #1						0.00	0.75	16.50	0.00	5.75	10.00	2.00	5.00	40.00			
Total						0.00	0.75	42.00	0.00	6.75	17.25	5.00	12.00	83.75			
PTO/Holiday						0.00	0.75							0.75			
Overtime											2.75		1.00	3.75			
Total Regular								42.00	0.00	6.75	14.50	5.00	11.00	79.25			
Employee Signature:														Date:			

pw: leeds

No: 5		Name: Jordan Thompson				Dept:		Shift: NULL		Daily totals			
Date	Week	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	Regular Hours	Timesheet Hours	Other Hours	Notes
10/26	SUN	0:00	0:00							0:00			
10/27	MON	8:33	15:59							7:26	7:30		
10/28	TUE	8:31	16:35							8:04	8:00		
10/29	WED	8:34	17:04							8:30	8:30		
10/30	THU	8:34	16:07							7:33	8:00		
10/31	FRI	8:48	16:32							7:44	8:00		
11/01	SAT	0:00	0:00							0:00			
11/02	SUN	0:00	0:00							0:00			
11/03	MON	9:21	18:47							9:26	10:15		
11/04	TUE	9:13	17:37							8:24	9:15		
11/05	WED	8:36	16:01							7:25	7:30		
11/06	THU	8:01	16:43							8:42	8:45		
11/07	FRI	8:22	16:33							8:11	8:00		
11/08	SAT	0:00	0:00							0:00			
TOTAL:										81:25	83:45		
Work Total (hrs):				Overtime (hrs)			Other (hrs):			Total (hrs):			
Employee Signature: _____ Manager Signature: _____ Date: _____													



Employee Name: Gina Harkness									
Payroll Period #	23	10/26/2025	to	11/8/2025					
Date:	Start	End	Start	End	PTO	OT	Hours		
Sun	10/26/2025								
Mon	10/27/2025	9:00	1:15				4.25	Post Office, Bank, BiWeekly Payroll, Timeclock, Phone, Emails, Walk-Ins	
Tues	10/28/2025	8:15	3:15				7	Post Office, Walk-Ins, Property Management, Special Assessment Spreadsheet, Banyon Call, Phone	
Wed	10/29/2025	8:15	6:45				10.50	Post Office, Walk-Ins, Banyon Call, Water Color Issues, Kari help with Certifying Property Magement Special Assessments	
Thurs	10/30/2025								
Fri	10/31/2025	9:00	4:00				7	Post Office, Harold Visit, Speical Assessments to Beson County	
Sat	11/1/2025								
	Weekly Total						28.75		
Sun	11/2/2025								
Mon	11/3/2025	9:00	1:15				4.25	Post Office, Bank, Walk-Ins, Meeting Prep, Meter Reads	
Tues	11/4/2025	8:15	3:00				6.75	Post Office, Door Hangers, Mothly Payroll, Walk-Ins, Meeting Prep	
Wed	11/5/2025	8:15	8:00				11.75	Post Office, Walk-Ins, Phone, Hog Farm Project Letter, Meeting Prep, Meeting	
Thurs	11/6/2025								
Fri	11/7/2025	8:30	2:30				6	Post Office, Bank, Quit Claim Deeds Noterized and to Gibbens, Walk-Ins, Pool Renovations Check, Bank Draft	
Sat	11/8/2025								
	Weekly Total						28.75		
	Grand Total						57.50		
Employee Signature:								Date:	

Employee Name:		Kari Follman							
Payroll Period #		23	10/26/2025	to	11/8/2025				
Date:	Start	End	Start	End	PTO	OT	Hours		
Sun	10/26/2025								
Mon	10/27/2025								
Tues	10/28/2025								
Wed	10/29/2025	5:00	6:45				1.75		
Thurs	10/30/2025								
Fri	10/31/2025								
Sat	11/1/2025								
Weekly Total							0		
Sun	11/2/2025								
Mon	11/3/2025								
Tues	11/4/2025								
Wed	11/5/2025								
Thurs	11/6/2025								
Fri	11/7/2025								
Sat	11/8/2025								
Weekly Total							0		
Grand Total							0		
Employee Signature:								Date:	



Employee Name: Alan Lundstrom														Payroll Period #		24	
	Date:	Start	End	Start	End	Holiday	PTO	Gen	Mosq	Garbage	Water	Sewer	Street	Total Hours	Brief Description of Work Activity		
Sun	11/9/2025	9:00	10:00								1.00			1.00	w/p		
Mon	11/10/2025	8:30	4:15					1.75			2.00	1.00	3.00	7.75	r, w/p, otp w james, smoothed rock by ricks, oragnized shop, timesheets,		
Tue	11/11/2025	3:00	5:00			8.00					2.00			10.00	w/p, dereks meter was plugged, holiday		
Wed	11/12/2025	8:45	5:45					1.00			1.00	5.00	2.00	9.00	r, w/p, lagoon sample, culvert- minniwauken, amb call, bact sample to minot, sewer snake prices,		
Thur	11/13/2025	8:30	10:00					9.50			3.00	1.00		13.50	r, w/p, mcgarvys water off, amb bay, hot water leak, minot, pig meeting in rugby courthouse		
Fri	11/14/2025	8:30	4:15					2.00			1.00	1.00	3.75	7.75	r, w/p, ricks road gravel, removed speed bump, pot holes, brought bc trailer back, amb call false alarm, filled in around culvert, backflushed		
Sat	11/15/2025	9:00	10:00								1.00			1.00	w/p		
Weekly Total #1						8.00	0.00	14.25	0.00	0.00	11.00	8.00	8.75	50.00	40 regular, 2 OT (2 Water) 8 Holiday Hours		
Sun	11/16/2025	9:00	10:00								1.00			1.00	w/p		
Mon	11/17/2025	1:30	5:00					1.50			1.00	1.00		3.50	sick, w/p, open lagoon, cell 2, fixed hose on skid		
Tues	11/18/2025						6.50				1.00			7.50	w/p, pto		
Wed	11/19/2025	8:45	5:45					2.50			3.50	1.00	2.00	9.00	r, w/p, hauled branches, hauled gravel, RW-srf-racheal, todd water heater-amb, mike thayne gravel, RW-dan-water plant info update		
Thur	11/20/2025	10:00	5:30					2.50		2.00	1.00		2.00	7.50	sick,w/p, brads towing- kurtis pickup, brought plows out to inspect, DG		
Fri	11/21/2025	8:00	5:30					3.00			3.00	1.00	2.50	9.50	r, w/p, dead cat, p-lake, nuisance animal-muskrat, bowman cement mess, pot holes n.side,		
Sat	11/22/2025	9:00	11:00								1.00	1.00		2.00	w/p, lagoon check		
Weekly Total #2						0.00	6.50	9.50	0.00	2.00	11.50	4.00	6.50	40.00			
Weekly Total #1						8.00	0.00	14.25	0.00	0.00	11.00	8.00	8.75	50.00			
Total						8.00	6.50	23.75	0.00	2.00	22.50	12.00	15.25	90.00			
PTO/Holiday						8.00	6.50							14.50			
Overtime											2.00			2.00			
Total Regular								23.75	0.00	2.00	20.50	12.00	15.25	73.50			

Employee Signature:

Date:

pw: leeds

**Time Card Report**  
**11/9/2025 - 11/22/2025**

Downloaded: 11/24/2025 11:19 AM

No: 3		Name: Alan Lundstrom				Dept:		Shift: NULL		Daily totals			
Date	Week	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	Regular Hours	Timesheet Hours	Other Hours	Notes
11/09	SUN										1:00		
11/10	MON	8:34	16:10							7:36	7:45		
11/11	TUE	0:00	0:00							0:00	10:00		
11/12	WED	8:41	17:40							8:59	9:00		
11/13	THU	8:34	22:04							13:30	13:30		
11/14	FRI	8:39	16:23							7:44	7:45		
11/15	SAT	0:00	0:00							0:00	1:00		
11/16	SUN	0:00	0:00							0:00	1:00		
11/17	MON	13:37	17:03							3:26	3:30		
11/18	TUE	0:00	0:00							0:00	7:30		
11/19	WED	8:40	17:45							9:05	9:00		
11/20	THU	10:04	17:26							7:22	7:30		
11/21	FRI	7:57	17:26							9:29	9:30		
11/22	SAT	0:00	0:00							0:00	2:00		
TOTAL:										67:11	90:00		
Work Total (hrs):		Overtime (hrs)		Other (hrs):		Total (hrs):							
Employee Signature: _____ Manager Signature: _____ Date: _____													



Employee Name: Jordan Thompson															Payroll Period #		24	
	Date:	Start	End	Start	End	Holiday	PTO	Gen	Mosq	Garbage	Water	Sewer	Street	Total Hours	Brief Description of Work Activity			
Sun	11/9/2025													0.00				
Mon	11/10/2025	8:06	1:10				2.50	3.00			1.00		1.00	7.50	Rounds, Tower, Timesheet, Moved equipment for winter, Appointment afternoon			
Tue	11/11/2025					8.00								8.00	holiday 8			
Wed	11/12/2025	8:20	4:45					6.00			1.00		1.50	8.50	McGarvey water, Filled in gus, Cleaned dumptruck, Pumped hydrant, Firehall meter			
Thur	11/13/2025	8:30	5:00					3.50			3.00		2.00	8.50	Rounds, Tower, McGarvey water, Flushed hydrants, Spread gravel, Pushed up trees at dump			
Fri	11/14/2025	9:00	4:30					6.00		1.50				7.50	Rounds, Tower, Pleasant Lake, Lift station hours, Filled in culvert			
Sat	11/15/2025													0.00				
Weekly Total #1						8.00	2.50	18.50	0.00	1.50	5.00	0.00	4.50	40.00				
Sun	11/16/2025													0.00				
Mon	11/17/2025	8:30	4:35					4.00			1.00	2.00	1.00	8.00	Rounds, Tower, McGarvey water on, Fixed Pasta road, Pushed up dump, Fixed hose, Greased skid, Drained Lagoon			
Tues	11/18/2025	8:30	12:15				3.00							3.00	Sick-cando Dr -antibiotics			
Wed	11/19/2025	8:30	4:30					3.00		2		1.50	1.50	8.00	Rounds, Tower, Trees and car to dump, Gravel by thaynes, Blew gutters, Grabbed barricades, smoothed Rick Larsens			
Thur	11/20/2025	8:30	4:30					5.00			3.00			8.00	Rounds, Tower, Fixed Pothole, Oiled plow, Muskrat, Rotated tires			
Fri	11/21/2025	8:15	3:30					4.00			1.00		2.25	7.25	Rounds, Tower, Pleasant Lake, Muskrat, Ordered snake, Cement by Lifr			
Sat	11/22/2025													0.00				
Weekly Total #2						0.00	3.00	16.00	0.00	2.00	5.00	3.50	4.75	34.25				
Weekly Total #1						8.00	2.50	18.50	0.00	1.50	5.00	0.00	4.50	40.00				
Total						8.00	5.50	34.50	0.00	3.50	10.00	3.50	9.25	74.25				
PTO/Holiday						8.00	5.50							13.50				
Overtime														0.00				
Total Regular								34.50	0.00	3.50	10.00	3.50	9.25	60.75				
Employee Signature:															Date:			

pw: leeds

No: 5		Name: Jordan Thompson				Dept:		Shift: NULL		Daily totals			
Date	Week	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	(IN)	(OUT)	Regular Hours	Timesheet Hours	Other Hours	Notes
11/09	SUN	0:00	0:00							0:00			
11/10	MON	8:06	13:10							5:04	7:30		
11/11	TUE	0:00	0:00							0:00	8:00		
11/12	WED	8:21	16:42							8:21	8:30		
11/13	THU	8:25	16:58							8:33	8:30		
11/14	FRI	9:08	16:33							7:25	7:30		
11/15	SAT	0:00	0:00							0:00			
11/16	SUN	0:00	0:00							0:00			
11/17	MON	8:25	16:35							8:10	8:00		
11/18	TUE	0:00	0:00							0:00	3:00		
11/19	WED	8:25	16:27							8:02	8:00		
11/20	THU	8:39	16:29							7:50	8:00		
11/21	FRI	8:17	15:36							7:19	7:15		
11/22	SAT	0:00	0:00							0:00			
TOTAL:										60:44	74:15		
Work Total (hrs):				Overtime (hrs)				Other (hrs):		Total (hrs):			
Employee Signature: _____ Manager Signature: _____ Date: _____													



Employee Name: Gina Harkness									
Payroll Period #	24	11/9/2025	to	11/22/2025					
Date:	Start	End	Start	End	PTO	OT	Hours		
Sun	11/9/2025								
Mon	11/10/2025	8:15	9:45	2:00	2:45		2.25	BiWeekly Payroll, Timeclock, Bank WFH: NDPers Report, Emails	
Tues	11/11/2025							HOLIDAY	
Wed	11/12/2025	8:30	6:00				9.50	Post Office, Bank, Walk-Ins, Shut-Off Doorhanger, Lead-Copper Water Line Spreadsheet, Address Labels, Lead-Copper Water Line Letters, Hog Farm Pierce County Commissioners Letter	
Thurs	11/13/2025	8:00	1:15				5.25	WFH: Lead-Copper Water Line Letters to Residents	
Fri	11/14/2025	8:45	11:00	12:30	2:45		4.50	Post Office, AP, AP Checks, 941 Payemnt WFH: November Online Payments in Banyon, Email Minutes to Paper	
Sat	11/15/2025								
	Weekly Total						21.5		
Sun	11/16/2025								
Mon	11/17/2025	9:15	1:30				4.25	Post Office, Bank, Filing & Organizing, Mail Quit Claim Deed to Gibbens, WSG Deposit, Misc. Deposit, Walk-Ins, Late Fees	
Tues	11/18/2025	8:30	3:00				6.50	Post Office, Phone, Residents Letters, BC Sheriff Call, Walk-Ins, Bank Recon	
Wed	11/19/2025	8:15	4:45				8.5	Post Office, Filing & Organizing, Meeting with Rachel w/ Rural Water, BC Sheriff Deliver Letters to Residents, Phone, Tressa with NDDEQ Call	
Thurs	11/20/2025	8:15	3:15				7.00	Post Office, Bank, Phone, WSG Deposit, Water Billing	
Fri	11/21/2025								
Sat	11/22/2025								
	Weekly Total						26.25		
	Grand Total						47.75		
Employee Signature:		Gina Harkness						Date: 11/24/25	

Employee Name: keyara lundstrom														Payroll Period #		23	
	Date:	Start	End	Start	End	Holiday	PTO	Gen	Mosq	Garbage	Water	Sewer	Street	Total Hours	Brief Description of Work Activity		
Sun	10/26/2025													0.00			
Mon	10/27/2025													0.00			
Tue	10/28/2025													0.00			
Wed	10/29/2025													0.00			
Thur	10/30/2025													0.00			
Fri	10/31/2025													0.00			
Sat	11/1/2025													0.00			
Weekly Total #1						0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
Sun	11/2/2025													0.00			
Mon	11/3/2025													0.00			
Tues	11/4/2025													0.00			
Wed	11/5/2025													0.00			
Thur	11/6/2025													0.00			
Fri	11/7/2025													0.00			
Sat	11/8/2025	9:00	12:30							3.5				3.50	dumgground		
Weekly Total #2						0.00	0.00	0.00	0.00	3.50	0.00	0.00	0.00	3.50			
Weekly Total #1						0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
Total						0.00	0.00	0.00	0.00	3.50	0.00	0.00	0.00	3.50			
PTO/Holiday						0.00	0.00							0.00			
Overtime														0.00			
Total Regular								0.00	0.00	3.50	0.00	0.00	0.00	3.50			

Employee Signature:

Date:

pw: leeds



Employee Name: <u>William T. Sullivan</u>							Payroll Period:		RECEIVED
Date:	Start	End	Start	End	Landfill Hrs.	Total Hrs	Brief Description of Work Activity		
11/1/25	9am	4pm			0 hrs	0 hrs	Dump attendant/Driver to open		
11/5/25	5pm	7:30pm			2.5 hrs	2.5 hrs	" "		
11/8/25	—	—			—	—	Pneumonia Break		
11/12/25	5pm	7:30pm			2.5 hrs	2.5 hrs	Dump attendant		
11/13/25	9am	4pm			7 hrs	7 hrs	" "		
11/19/25	5pm	7:30pm			2.5	2.5	Dump attendant		
11/20/25	12pm	4pm			4 hrs	4 hrs	" "		
11/26/25					0 hrs	0 hrs			
11/29/25					0 hrs	0 hrs	h		
Monthly Total					18.5	18.5			
Employee Signature: <u>William T. Sullivan</u>							Date: <u>12/2/25</u>		

RECEIVED DEC 03 2025

November: 30<sup>th</sup> 2025

To: City of Leeds

From: Leeds Public Library for Payroll

Connie Paulson (12 hrs. @ 11.50 per hr.) \$138.00

Maxing Follman (9 hrs. @ 10.50 per hr.) \$ 94.50