

To: President and Members of the Munster Town Council

From: Wendy Mis, Clerk-Treasurer

Date: June 2, 2025

Subject: Ordinance 1983, Procurement Card Use

Council considered this ordinance on first reading at the May 19, 2025, meeting. The purpose of the ordinance is to authorize the issuance of procurement cards to certain employees and to provide guidelines for their use.

Ordinance 1983 has been drafted to identify Clerk-Treasurer Wendy Mis, Town Manager James Marino, Police Chief Stephen Scheckel, Fire Chief Mark Hajduk, Director of Parks & Recreation Mark Heintz, Director of Operations Robert Valois, and Controller Patricia Abbott as permitted users of Town-authorized procurement cards.

RECOMMENDED ACTION:

By motion and roll call, adopt Ordinance 1983 on second reading as amended.