

To: President and Members of the Munster Town Council
From: Wendy Mis, Clerk-Treasurer *W Mis*
Date: September 21, 2020
Re: Disposal of Equipment

The following list of equipment is no longer serviceable. The items have no resale value. Council is asked to declare the items surplus and authorize their disposal.

Description	Model	Serial
Sharp adding machine	EL-2630PIII	4D008417
Panasonic electric letter opener	BH-751	78691
Epson receipt printer	TM-U375P	2VG0018004
Epson receipt printer	TM-Y375P	2VG0018165
Epson receipt printer	M115A	JAX0003854
Various drawer inserts/organizers	NA	NA

Recommendation:

By motion and roll call vote, declare the listed equipment surplus and authorize its disposal.