To: President and Members of the Munster Town Council

From: David F. Shafer, Clerk-Treasurer

Date: December 23, 2019

Re: Maintenance Agreement: Water Meter Software

The Town uses water meters which emit a radio signal to capture the water usage. The meters are from the manufacturer Neptune and are purchased from Utility Supply Company.

The meter readings are captured by either a laptop computer or a handheld device which picks up the signal from the meters. The software has an annual maintenance fee of $2,500.00. There is also a one-time maintenance fee for the handheld devices and accessories of $988.07. The cost will be paid from the Water Cash Operating Fund 601.

Recommendation:

By motion and voice vote, approve the annual maintenance agreement with Utility Supply Company covering the Neptune meter reading software, handheld devices and related accessories in the total amount of $3,488.07.