



**To:** President and Members of the Munster Town Council

**From:** Wendy Mis,

**Copy to:** Patricia L. Abbott, Controller  
Dustin C. Anderson, Town Manager

**Date:** March 6, 2023

**Re:** Disposal of Surplus Equipment

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The Clerk-Treasurer's office has items that are no longer in use and have no value. We are recommending disposing of the below listed equipment.

Office Chair, black model # 24799  
Office Chair, black model # DZGKHQ  
Office Chair, blue model # 4535530W (qty 3)  
Office Chair, blue model #HGTMMX1.H.H.M.CUIO  
Black Lenovo corded Computer Keyboard Model# KB1021  
Small Desktop File Holders No Model #'s One Gray & One Black  
Desk extension table no model # Gray 23"x23"  
Smith Corona Dictionary Typewriter Model# NA3HH

**RECOMMENDED ACTION:**

By motion and roll call vote, approve the disposal of surplus equipment from the Clerk-Treasurer's office.