

**City of Middleton  
Board Meeting Agenda  
11/20/2023**

1. Call meeting to order.
2. Approve the minutes from the October 16, 2023 meeting. There is one correction being made at this time in relation to last month's minutes. It is in regard to the credit that was granted to J.P. Shelly & Sons acct#2-0930-01. There was a late fee generated in the amount of 2.23 that was overlooked. The minutes have been corrected to show the sanitation charge of \$22.28 and sewer late charges of \$2.23 (sewer late charges generated for total bill not paid in full) were approved to have the account credited for the sanitation charge and the sewer late charges. The rules allow this if the minutes are approved unanimously.
3. Approve bills paid in October, 2023.
4. Fire Department Report, (Chief Marcum to elaborate). Also, back at the July 17, 2023 meeting, as part of the Chief Marcum's report, he informed the board on the fire department radio system being damaged beyond repair. It was stated the situation was declared an emergency situation. Just need the board to make that declaration. In addition, as part of our purchasing policy, it states "emergency purchases are required to have a purchase order signature and a list provided to the City Council for review and inclusion in their minutes". You will find a copy of the purchase order in your packet, along with invoices of what has been purchased.
5. Police Department Report.
6. Utility Report.
7. Jamar Griffin acct#4-1823-08 asking for a credit of \$320.95 to his account due to a leak he had at the meter. Leak has been repaired and invoice brought to city hall as evidence. Average usage is 2,079 gallons. He is asking for an adjustment on sewer only for usage of 78,858 gallons.
8. Linda Earnest would like to thank the board for the assistance from the Middleton Police Department. At this time, she would like to ask if the board is willing to allow that assistance to continue along with the city paying for garbage dumpsters that are used during the food distribution events for next year as previously?
9. Any ideas in relation to activities at the community center the night of the Christmas parade.
10. Public comment period for matters germane to items on the agenda.
11. Distribute revenue and expense report.
12. Adjourn Meeting