JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA REQUEST

TO:

Board of Commissioners

Philip Morley, County Administrator

FROM:

Janet Holbrook, Treasurer

DATE:

July 1, 2014

RE:

Disposal of Surplus County Equipment

STATEMENT OF ISSUE:

Certain Assets belonging to the County have been identified as no longer needed, unrepairable, obsolete or outdated and are to be disposed of. Per RCW 36.34.020 no publication is needed, as all property is under \$2,500.00 in value.

<u>ANALYSIS:</u> These items have no value, have been offered to other departments and should be authorized for disposal. Offices may take items to the Sale to be held on August 22, 2014 at the County Shop.

FISCAL IMPACT:

None

RECOMMENDATION:

Authorize disposal options in resolution.

DEPARTMENT CONTACT:

Sabrina Hathaway, Revenue Foreclosure Deputy

REVIEWED BY:

Philip Morley, County Administrator

Date

7/2/14

STATE OF WASHINGTON County of Jefferson

WHEREAS, certain assets belonging to Jefferson County have been identified as no longer required for County purposes because they are broken, worn out, or outdated; and WHEREAS, notice of intention to sell this surplus County property is not required per RCW 36.34.020 because the total value of each item is less than two thousand five hundred dollars (\$2,500.00). THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby declares the property on attached Exhibit "A" to be surplus and directs the various departments to dispose of such items as follows: A. Transfer such equipment to any other government that expresses interest B. Transfer such equipment to any non-profit corporation C. Take such equipment to the Sale of Surplus Properties at the County Shop, on August 22, 2014 D. Take such equipment to a recycling center or the Transfer Station for disposal as excess APPROVED this	In the Matter of Finding and determination Declare Certain Personal Property as Surply And Authorize Disposal	
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Phil Johnson, Member ATTEST: Carolyn Avery Deputy Clerk of the Board		John Austin, Chair
ATTEST: Carolyn Avery Deputy Clerk of the Board	SEAL:	
Carolyn Avery Deputy Clerk of the Board		Phil Johnson, Member
	Carolyn Avery	David Sullivan, Member

SURPLUS EXHIBIT "A"

DEPARTMENT:	MENT:	Sheriff				
CONTACT	CONTACT NAME & PHONE #:	Susan Zoya (360)344-9745		TO BE COMPLET	TO BE COMPLETED FOLLOWING SURPLUS DECLARATION	PLUS DECLARATION
Asset ID#	Serial#	Item Description	Condition (broken, working, etc)	Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency/Non-Profit
20465		canon digital camera	inoperative			
20473		canon digital camera	inoperative			
19067		Alco-Sensor 3	broken			

Estimated Value Less Than \$2,500

EXHIBIT A

If Transferred, Name & Signature of Govn't Agency													
Employee Signature													
Disposition (transferred, disposed, recycled)													
Department	Public Works Solid Waste	Public Works-Parks	Public Works-Roads	Public Works-Roads	Public Works-Roads	Public Works-Roads	Public Works-Roads	Public Works-Roads	Public Works-Roads	Public Works-Roads	Public Works-Roads		
Description	FOUR 4X4 METAL BINS	DR LAWN VAC # LLV07375	2 OLD METAL DESKS	ROLLOUT WOOD COMPUTER DESK	KODAK Z710 DIGITAL CAMERA Public Works-Roads	L SHAPED 2 TABLE DESK- ADMINISTRATOR	024 AVS STIHL CHAINSAW	AWA586 SCORIFIOR GRINDER	P50 PORTABLE RADIO	P50 PORTABLE RADIO	PROTRAC BLUE LINE MACHINE Public Works-Roads		
Serial #	V/A	LLV07375	N/A	V/N	KCXGG65006242	N/A	216753679	6250409018	519FPE0666	519FPG0466	186841		
Model	N/A				2710				P50	P50	6220		
Make	N/A	DR			KODAK		AVS				PROTRAC 6220		
Asset ID#	RC0026	20170			20165	18408	66881	19033	16401	16403	19643		

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Asset ID#	Serial #	Item Description	Condition (broken, working, etc)	Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency/Non-Profit
18010		storage locker	broken			
18012		storage locker	broken			
20235		fingerprint machine	inoperative			
20236		fingerprint machine	inoperative			
19182		2 drawer file cabinet	broken			