

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

CONSENT AGENDA REQUEST

TO: Board of Commissioners

FROM: Stacie Prada, Treasurer

DATE: April 14, 2025 

RE: **RESOLUTION: In the Matter of Finding and Determination to Declare Certain Personal Property as Surplus, Authorize Disposal, and Remove from the Annual Inventory of the Capitalized Fixed Assets**

STATEMENT OF ISSUE:

Certain Assets belonging to the Sheriff's Office and Public Works have been identified as no longer needed, not repairable, obsolete or outdated and are to be disposed of.

ANALYSIS:

Among the items, they all have little value and may be included for sale in the county auction or offered to other departments, agencies and non-profits. Failing to dispose of these items to the above stated organizations or at auction, they should be authorized for disposal. The overall value of each item is less than \$2,500.00 and requires no public notice.

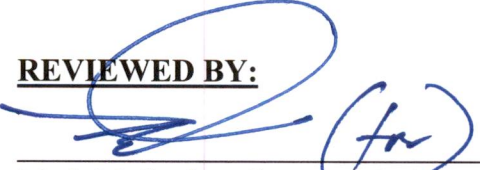
FISCAL IMPACT:

None

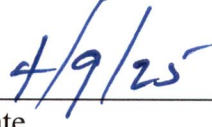
RECOMMENDATION:

The County Treasurer recommends Commissioners authorize disposal options in resolution, "In the Matter of Finding and Determination to Declare Certain Personal Property as Surplus, Authorize Disposal, and Remove from the Annual Inventory of the Capitalized Fixed Assets."

REVIEWED BY:



Mark McCauley, County Administrator



Date

STATE OF WASHINGTON
County of Jefferson

**In the Matter of Finding and Determination to
Declare Certain Personal Property as
Surplus, Authorize Disposal, and Remove
from the Annual Inventory of the Capitalized
Fixed Assets**

RESOLUTION NO. _____

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Jefferson County have been identified as no longer required for County purposes because they are broken, worn out, or outdated; and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](#)(3) because the total value of each item is less than two thousand five hundred dollars (\$2,500.00); and

WHEREAS, RCW [36.16.145](#) allows public action sale by electronic media; and

WHEREAS, RCW [36.32.210](#) requires the board of county commissioners file with the auditor of the county a full and complete inventory of all capitalized assets kept in accordance with standards established by the state auditor;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, STATE OF WASHINGTON:

Section 1. Whereas Clauses Adopted as Findings of Fact. The Jefferson County Board of Commissioners hereby adopts the above “Whereas” clauses as Findings of Fact.

Section 2. Certain Personal Property Declared Surplus and Authorized for Disposal and Removed from the Annual Inventory of the Capitalized Fixed Assets. The Resolution:

1. Declares the equipment attached as Appendix A to be surplus.
2. Directs disposal of said items to another department, agency, non-profit, to the recycling center, or to the Transfer Station for disposal as excess. Items may be included for sale at county auction if deemed worthy.
3. Directs the Jefferson County Auditor to remove the equipment on the attached list from the Jefferson County Equipment Inventory.

Section 3. Severability. If any section, subsection, sentence, clause, phrase of this resolution or its application to any person or circumstance is held invalid, the remainder of this resolution or its application to other persons or circumstances shall be fully valid and shall not be affected.

Section 4. Effective Date. This resolution is effective upon adoption.

Section 5. SEPA Categorical Exemption. This resolution is categorically exempt from the State Environmental Policy Act under WAC [197-11-800](#)(19).

APPROVED and ADOPTED this _____ day of April, 2025.

SEAL:

JEFFERSON COUNTY BOARD OF
COUNTY COMMISSIONERS

Heidi Eisenhour, Chair

Greg Brotherton, Member

Heather Dudley-Nollette, Member

ATTEST:

APPROVED AS TO FORM:

Carolyn Gallaway, CMC Date
Clerk of the Board

Philip C. Hunsucker
Chief Civil Deputy Prosecuting Attorney

SURPLUS EXHIBIT "A"

BOCC Resolution # _____

DEPARTMENT : Jefferson County Department Of Public Works				TO BE COMPLETED FOLLOWING SURPLUS DECLARATION		
DATE : 12-Feb-25						
CONTACT NAME & PHONE # : Michelle Ham 3660-344-9701 or 360-301-0795						
Asset ID#	Serial #	Item Description	Condition (broken, working, etc)	Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency/Non-Profit
502	31141	Ultrisorb SM	Working			
12781		Drill Press	Working			
12790		Grease Pump & Barrell	Working			
21108	811344838	Stihl FS-38	Broken			
21210	517285541	Stihl BG86 Handheld Blower	Broken			
20952	511270079	Stihl Handheld Blower	Broken			
21445	539606546	Magnum BR800X Backpack Blower	Broken			
21335	440732786	Stihl cordless electric blower	Broken			
20681	295067387	Stihl Chainsaw	Broken			
20615	273749252	Stihl MS310 Chainsaw	Broken			
21109	511644310	Stihl MS170 Chainsaw	Broken			
21187	184180203	Stihl MS201T Chainsaw	Broken			
20269	503188329	Stihl HS82 Dedge Trimmer R30	Broken			
530		Petrovend Fuel Access System	Working			

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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
20621	G79582266	Olympus Stylus Tough Digital Camera	Working			
20620	G79596750	Olympus Stylus Tough Digital Camera	Working			
N/A	Quantity x 4	Cat 938M Foam Filled Loader Tires	Tires Damaged			
N/A	Quantity x 4	Cat 938M Wheel Assemblies	Wheels good Condition			

SURPLUS EXHIBIT "A"

BOCC Resolution # _____

DEPARTMENT : Sheriff				TO BE COMPLETED FOLLOWING SURPLUS DECLARATION		
DATE : 2/4/2025						
CONTACT NAME & PHONE # : Brett Anglin 360-531-4709						
Asset ID#	Serial #	Item Description	Condition (broken, working, etc)	Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency/Non-Profit
20490	355874	PolyGraph Kit	Out of Date/Working			
21134	7775174	Zebra GX420T Printer	Out of date/Working			
20592		Jump Pack	Broken			
20593		Game Camera	Broken			
21029		Television	Broken			
21386		Game Camera	Broken			
20835		Bushnell Binoculars	Broken			
21125	17067521401487	Motorola MC550A Scanner	Out of date/Working			
21126	17067521401704	Motorola MC550A Scanner	Out of date/Working			
21127	13164521402563	Motorola MC550A Scanner	Out of date/Working			
20393		Pipe Security Reader	Out of date / Working			
20489		Pipe Security Reader	Out of date / Working			
20392	35019244	Pipe Security Reader Jail	Out of date/Working			
21128	92521402805	Motorola MC550A Scanner	Out of date/Working			