

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of Commissioners

FROM: Tracy Coleman, Central Services Director

DATE: February 20, 2024

RE: Resolution – In the Matter of Finding and Determination to
Declare Certain Personal Property as Surplus and Authorize
Disposal

STATEMENT OF ISSUE:

The Central Services Department needs Commissioner approval to dispose of the worn out and/or broken printers.

ANALYSIS:

Not Applicable

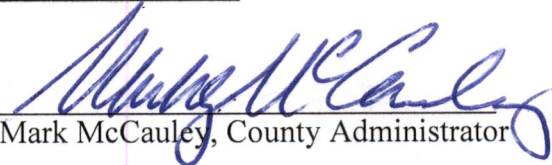
FISCAL IMPACT:

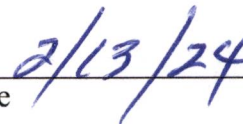
N/A

RECOMMENDATION:

Approve and sign the attached resolution authorizing disposal of worn out, broken and/or obsolete equipment.

REVIEWED BY:


Mark McCauley, County Administrator


Date

STATE OF WASHINGTON
County of Jefferson

In the Matter of Determining to Declare
Certain Personal Property as Surplus
and Authorize Disposal

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Jefferson County have been identified as no longer required for County purposes because they are broken, worn out, or outdated; and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

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners hereby declares the property on attached Exhibit "A" to be surplus and directs the Central Services Department to dispose of such items as follows:

- A. Take such equipment to a recycling center or the Transfer Station for disposal as excess

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby directs the Jefferson County Auditor to remove the equipment on the attached list from the Jefferson County Equipment Inventory.

APPROVED this ____ day of February, 2024.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Kate Dean, Chair

Greg Brotherton, Member

ATTEST:

Heidi Eisenhour, Member

Carolyn Gallaway, CMC
Clerk of the Board

EXHIBIT "A"

BOCC Resolution

Asset ID#	Serial #	Description	Condition	TO BE COMPLETED FOLLOWING SURPLUS DECLARATION		
				Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency/Non-Profit
2917	CNC8DGSS6Z	HPLJ PRO400 COLOR MFP O/F WEST	WORN OUT			
2922	CNDYB56373	HP LJ4015DN O/F ACCOUNTING	WORN OUT			
2928	VNB3R58500	HP LJ P3015X ELECTIONS	WORN OUT			
3218	VND3Q38573	HP LJ P3015 CDC	WORN OUT			
3220	VND3Q38571	HP LJ P3015 BY CANDACE	WORN OUT			
3221	VND3Q38569	HP LJ P3015 CHECKOUT	WORN OUT			
3222	VND3Q38570	HP LJ P3015 IN TURRET	WORN OUT			
3223	VND3Q38572	HP LJ P3015 CAPTAINS	WORN OUT			
3244	JPDCH9Q10N	HP COLOR LJ CP4025N RECEPTION	WORN OUT			
3228	CNDFF09061	HP LJ400 CLR M451DN KEN H	WORN OUT			
3232	VND3709369	HP LJ P3015 HALLWAY	WORN OUT			
3239	VND3F85179	HP LJ P3015X MIDDLE	WORN OUT			
3240	VND3F85180	HP LJ P3015X SOPHIEN	WORN OUT			
3616	PHB5C45614	HP LJ M402DNE O/F QUIL SHACK	WORN OUT			

Asset ID#	Serial #	Description	Condition	Disposition (transferred, disposed, recycled)	Employee Signature	If Transferred, Name & Signature of Government Agency/Non-Profit
3675	PHBGT29695	HP LJ M506 BY WINDOWS	WORN OUT			