

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

CONSENT AGENDA REQUEST

TO: Board of Commissioners

FROM: Stacie Prada, Treasurer

DATE: June 23, 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Assets belonging to the Commissioners' Office have been identified as no longer needed, not repairable, obsolete or outdated and are to be disposed of.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:

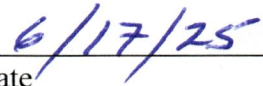
None

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

SURPLUS EXHIBIT "A"

BOCC Resolution #[illegible]

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Jefferson County have been identified as no longer required for County purposes because they are broken, worn out, or outdated; and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 June, 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