

MEMORANDUM

DATE: April 13, 2021
TO: Kenton County Fiscal Court
FROM: Holly Hill, Purchasing Manager
RE: **Surplus**

The Kenton County Purchasing Department is requesting permission from the Kenton County Fiscal Court to surplus Miscellaneous Shelving and a Millermatic 200 Mig Welder for the Kenton County Fleet Department. These items will either be sold on GovDeals.com or scrapped.

This recommendation was discussed and confirmed by Director of Public Works, Nick Hendrix.

Kenton County Fiscal Court



EXCESS AND SURPLUS PROPERTY DISPOSAL FORM

Purpose: Use this form to report all equipment that is excess to your department's needs. After approval, this form will be forwarded to all department heads for review to determine if the excess property can be used in another department. If after 2 weeks no other department expresses interest in the equipment, it will be listed as Surplus Property and will need to be sold via bidding on GovDeals.

Department: KENTON COUNTY PUBLIC WORKS		420 INDEPENDENCE STATION RD INDEPENDENCE KY, 41051		
Contact: SCOTT McCLAIN		Phone: 859-392-1930		
Asset Number / Inventory Tag Number	Description	Condition	Approximate Age	Special Notes and Recommendation (Scrap / Surplus)
	Miscellaneous Shelving	Fair	25+ Years	Surplus Gov Deals/Scrap
Q2338	Millermatic 200 Mig Welder	Fair	20+ Years	Surplus Gov Deals
Approval Signatures		Department Head 4/6/21	Recommended Disposition PER ABOVE	
If Fleet maintained equipment, Fleet Services must approve removal from service		Recommended Disposition		
If Computer or other electronic equipment, IT must approve removal from service		Recommended Disposition		
Treasurer				
County Judge / Executive				

Return completed form to Purchasing Manager in Treasurer's Office