

## MEMORANDUM

**DATE:** September 14, 2022  
**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 a Protainer Trailer for the Kenton County Public Works/Solid Waste Department. The Protainer Trailer will be surplus to the Boone County Solid Waste.

This recommendation was discussed and confirmed by Public Works Director, 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: <b>Kenton County Public Works</b>		Current Location: <b>420 Independence Station Road</b>		
Contact: <b>Scott McClain</b>		Phone: <b>859-392-1930</b>		
Asset Number / Inventory Tag Number	Description	Condition	Approximate Age	Special Notes and Recommendation (Scrap / Surplus)
SW-1	Protainer Trailer	Poor	9 Years	Surplus to Boone County Solid Waste. Unit was approved for surplus to GOVDEALS on June 14, 2022 Fiscal Court Meeting.
Approval Signatures		Department Head		Recommended Disposition
If Fleet maintained equipment, Fleet Services must approve removal from service				<b>AS ABOVE</b>
				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