

KENTON COUNTY FISCAL COURT

MEMORANDUM

DATE: March 17, 2020
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 various items for the Kenton County Police Department. These items will be scrapped.

This recommendation was discussed and confirmed by Kenton County Police Chief, Spike Jones.

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 be sold in the annual auction held at Fleet Services.

Department: Kenton County Police		Current Location: 11777 Madison Pike		
Contact: Chief Spike Jones or Ellen Richter		Phone: 859-392-1940		
Asset Number / Inventory Tag Number	Description	Condition	Approximate Age	Specs/Notes and Recommendation (Scrap / Surplus)
100215511	Olympus Digital Voice Recorder	Broken	5 years	Unreliable - Scrap
1113	Refrigerator	Outdated	26 years	Unreliable - Scrap
CH-026287	Magellan GPS	Outdated	Unknown	Obsolete - Scrap
N/A	Two 5.11 Flashlights	Broken	9 years	Unreliable - Scrap
15808	Lion SD-5 PBT	Broken	5 years	Unreliable - Scrap
Department Head:		Recommended Disposition: See Above		
Approval Signatures 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