



TOWN OF JACKSON TOWN COUNCIL AGENDA DOCUMENTATION

PREPARATION DATE: November 10, 2016
MEETING DATE: November 14, 2016

SUBMITTING DEPARTMENT: START Bus
DEPARTMENT DIRECTOR: Darren Brugmann
PRESENTER: Roxanne Robinson, Assistant Town Manager

SUBJECT: Surplus Property Declaration

STATEMENT/PURPOSE

Pursuant to Town Policy, in order to dispose of surplus municipal property valued under \$500, the items must be first declared surplus by the Town Council.

BACKGROUND/ALTERNATIVES

The Transit Department is cleaning up around the START facility for circulation and for general upkeep. There are a number of START Buses on site that have been stripped for replacement parts by the Fleet maintenance team and our determination is to declare them surplus and have them moved off site. We have had interest from Pacific Steel and Holst Truck Parts to remove the vehicles from our property and conduct any salvage they could from them. It is our estimate that each of these vehicle shells is valued at under \$500.

The items are listed below:

- Bus 289- has no engine or transmission. (missing parts)
- Bus 290- has no engine or transmission. (missing parts)
- Bus 291- does not run. (missing parts)
- Bus 292- does not run. (missing parts)
- Bus 294- runs but needs new engine. (has low compression).
- Bus 326- does not run, needs new motor.

*(missing parts includes windows, tires ,radiators, engines or transmissions).

Staff is recommending the Town Council declare the above items surplus and allow the Transit Department and the Public Works Department to dispose of the items pursuant to the policy. Because of the color, there may be a Town employee interested in purchasing one of the buses to use for tailgating parties for Georgia Southern. Pursuant to policy, employees would be allowed to purchase these buses once they were declared surplus.

The Town Council has many options available to them. Some of these options are outlined below.

1. Declare the items surplus and direct staff to work with appropriate metal or truck recyclers/salvage companies to have the vehicles removed from Town property or offer them for sale to Town employees.
2. Discuss the list and the items and continue any action until a future Town Council meeting.
3. Declare the items surplus and direct staff to work with appropriate metal or truck recyclers/salvage companies to have the vehicles removed from Town property.
4. Other.

ATTACHMENTS

None.

FISCAL IMPACT

There may be a small fiscal impact to the Town should the items be sold.

STAFF IMPACT

The staff impact would be minimal and would include coordination of removal of these vehicles.

LEGAL REVIEW

n/a. The Town Attorney has already reviewed and approved the Policy for Selling Municipal Property that was enacted in January of 2013.

RECOMMENDATION

Staff recommends the Town Council declare the items surplus and direct staff to work with appropriate metal or truck recyclers/salvage companies to have the vehicles removed from Town property or offer them for sale to Town employees.

SUGGESTED MOTION

I move to declare the items surplus and direct staff to work with appropriate metal or truck recyclers/salvage companies to have the vehicles removed from Town property or offer them for sale to Town employees.

Power point:

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