

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

AGENDA REQUEST FORM

DATE: 4/10/2025

REQUESTED MEETING DATE: 4/16/2025

DEPARTMENT DEADLINE: 4/10/2025

NAME: Grant DeJongh

DEPARTMENT: Public Works

REVIEW FOR LEGAL SUFFICIENCY OBTAINED: YES NO NA

FINANCE REVIEW: YES NO NA

PROJECT REQUEST FORM SUBMITTED: YES NO NA

AGENDA REQUEST MADE TIMELY: YES NO (IF NO, DESCRIBE EMERGENCY, BELOW)

ITEM REQUEST WILL BE FOR (SELECT ALL THAT APPLY):

Information Only

Discussion/Action

Executive Session Under

Public Hearing

Report

ORS 192.660(2)()

Brief Description of Topic To Be Discussed:

The Public Works Department maintains a fleet of equipment for road maintenance purposes. As new equipment is purchased, older equipment is phased out. Pursuant to Ord. 2024-2, surplus property in excess of \$2,500 must be brought before the Board of County Commissioners to be declared surplus. The Public Works Department requests that the Board of County Commissioners declare the attached list of Department assets as surplus.

Description of Attached Documents:

Memo outlining surplus material.

Surplus property declaration forms.

Description of Why Agenda Request Made Late (if applicable):



MEMORANDUM

To: Board of County Commissioners
From: Mike Russell, Public Works Director
CC: Grant DeJongh, Assistant Public Works Director
Date: 04/10/2025
Subject: Request the Declaration of Department Equipment as Surplus

This memo outlines a request to the Board of County Commissioners that certain Public Works Department equipment be declared surplus, pursuant to Ord. 2024-2.

BACKGROUND:

The Board of County Commissioners (“Board”) adopted Ord. 2024-2, establishing the purchasing rules for Columbia County. Section H.3 of this ordinance governs the disposal of surplus property.

The Public Works Department (“Department”) maintains a fleet of equipment for road maintenance and solid waste purposes. As part of its regular operations, and specifically as part of the Board-adopted fleet replacement plan (Res. 7-2022), the Department procures new equipment and phases out older equipment, particularly as the maintenance and upkeep costs of the latter become cost ineffective. The phase out process follows Ord. 2024-2, Sec. H.3.

SURPLUS EQUIPMENT:

Pursuant to the fleet replacement plan, as well the observed needs of the Department and the functionality of various pieces of equipment, the Department has 12 pieces of equipment that are ready to be declared surplus. These are listed in more detail in the attached spreadsheet, along with their proposed methods of disposal, per Ord. 2024-2, Sec. H.3.c.

DECLARATION:

Pursuant to Ord. 2024-2, Sec. H.3.b., property with a valuation above \$2,500 must be declared surplus by the Board. Since most of the equipment on the list is above \$2,500, the Department is asking the Board to declare all listed equipment as surplus, to be disposed as outlined in attached spreadsheet.

PROPOSED MOTION:

“I move that the Board, pursuant to Ord. 2024-2, declare the attached list of Public Works equipment surplus.”

Any questions should be directed to the Public Works Department. Thank you.

Attachment:

Surplus equipment spreadsheet

Surplus equipment declaration forms for:

- E261 Chevrolet ¾-ton pickup
- E270 Dodge ¾-ton pickup
- E342 International 10-yd dump/sander
- E353 GMC Autocar 10-yd dump
- E358 Fruehauf belly dump trailer
- E380 Gem State Trailmax TD42T tilt bed trailer
- E384 Wisconsin tilt trailer
- E389 Trail King flatbed trailer
- E423 Caterpillar 120G grader
- E426 Caterpillar 120G grader
- E513 John Deere 310SE backhoe
- E514 John Deere 310SE backhoe

Public Works
Surplus Equipment List

EQ #	LONG EQ. #	VIN #/SERIAL #	YEAR	MAKE	MODEL	Est. Value
261-R	R-1997-261-97	1GCGC24R0VZ226715	1997	Chevrolet	¾ Ton PU	\$ 1,000.00
270-R	R-2008-270-08	3D7KS26D08G191151	2008	Dodge	¾ Ton 4X4 PU	\$ 4,000.00
342-R	R-1997-342-15	1HTGGAHT6VH442341	1997	International	10 yd. Dump / Sander	\$ 4,000.00
353-R	R-1994-353-15	4V2SCBPF0RR513907	1994	White GMC Autocar	10 yd Dump Truck	\$ 12,000.00
358-R	R-1979-358-79	FRV728401	1979	Fruehauf	Belly Dump Trailer	\$ 4,000.00
380-R	R-1997-380-97	1G9K53120VA065807	1997	Gem State	Trailmax TD42T Tilt Bed Trailer	\$ 2,000.00
384-R	R-1987-384-08	1W91SE206H1008458	1987	Wisconsin	Tilt Trailer	\$ 7,000.00
389-R	R-1997-389-14	1TKC02421VM0949141	1997	Trail King	Flatbed Trailer	\$ 15,000.00
423-R	R-1979-423-84	87V4409	1979	Caterpillar	120G Grader	\$ 30,000.00
426-R	R-1982-426-90	87V3629	1982	Caterpillar	120-G Grader	\$ 35,000.00
513-R	R-1998-513-UN	T0310SE848004	1998	John Deere	310SE Backhoe	\$ 25,000.00
514-R	R-1999-514-99	T0310SE881961	1999	John Deere	310SE Backhoe	\$ 30,000.00

DECLARATION OF SURPLUS PROPERTY – FORM A (Donation)
Ordinance 2015-2

Pursuant to Ordinance 2015-2, Columbia County, a political subdivision of the State of Oregon, by and through its Finance Director or IT Director, determines that the following personal property is no longer needed for public use and declares such personal property to be surplus personal property:

Description of personal property:

Equipment # 261 - 1997 Cheverolet 3/4 Ton Pickup
VIN# - 1GCGC24R0VZ226715

County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that donation or sale to to any organization operating within or providing a service to residents of the County which is recognized by the Internal Revenue Service as an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, as amended, is the most efficient and cost-effective method for disposing of such personal property, and (d) that said donation or sale is clearly in the public interest.

Fair Market Value:

\$1,000.00

Accordingly, Columbia County hereby donates such personal property to:

Name of Non-profit Entity:

Columbia County - General Services

Address:

230 Strand Street
Saint Helens, OR 97051

E-mail:

riley.baker@columbiacountyor.gov

hereinafter referred to as "Donee", on condition that such personal property be removed from Columbia County premises immediately.

In consideration of said donation, Donee agrees to indemnify, defend, save, and hold harmless Columbia County from any and all liability, claims, suits or actions of any nature, including claims of injury to any person or persons or of damage to property, caused directly or indirectly by reason any error, omission or other negligence, or wrongful acts, by Donee arising out this donation or Donee's use of said personal property.

DONOR:

**BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON**

By: _____
Finance Director / IT Director

DONEE:

By: _____

Print Name/Title

DECLARATION OF SURPLUS PROPERTY – FORM A (Donation)
Ordinance 2015-2

Pursuant to Ordinance 2015-2, Columbia County, a political subdivision of the State of Oregon, by and through its Finance Director or IT Director, determines that the following personal property is no longer needed for public use and declares such personal property to be surplus personal property:

Description of personal property:

Equipment #353 - 1994 Autocar 10yd. Dump Truck VIN# 4V2SCBPF0RR513907
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County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that donation or sale to to any organization operating within or providing a service to residents of the County which is recognized by the Internal Revenue Service as an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, as amended, is the most efficient and cost-effective method for disposing of such personal property, and (d) that said donation or sale is clearly in the public interest.

Fair Market Value:

Accordingly, Columbia County hereby donates such personal property to:

Name of Non-profit Entity:

Address:

E-mail:

hereinafter referred to as "Donee", on condition that such personal property be removed from Columbia County premises immediately.

In consideration of said donation, Donee agrees to indemnify, defend, save, and hold harmless Columbia County from any and all liability, claims, suits or actions of any nature, including claims of injury to any person or persons or of damage to property, caused directly or indirectly by reason any error, omission or other negligence, or wrongful acts, by Donee arising out this donation or Donee's use of said personal property.

DONOR: **BOARD OF COUNTY COMMISSIONERS**
FOR COLUMBIA COUNTY, OREGON

By: _____
Finance Director / IT Director

DONEE:

By: _____

Print Name/Title

DECLARATION OF SURPLUS PROPERTY – FORM B (Disposal)
Ordinance 2015-2

Pursuant to Ordinance 2015-2, Columbia County, a political subdivision of the State of Oregon, by and through its Finance Director or IT Director, determines that the following personal property is no longer needed for public use and declares such personal property to be surplus personal property:

Description of personal property:

Equipment #270 - 2008 Dodge 3/4 ton 4X4 Pickup
VIN# 3D7KS26D08G191151
(needs new transfer case)

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$2,000.00

**BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON**

Dated:

By: _____
Finance/IT Director

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Ordinance 2015-2

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Description of personal property:

Equipment #342 - 1997 International 10 yard Dump Truck
VIN# 1HTGGAHT6VH442341

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$4,000.00

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Description of personal property:

Equipment #358 - 1979 Fruehauf Belly Dump Trailer
VIN# FRV728401

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$4,000.00

**BOARD OF COUNTY COMMISSIONERS
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Finance/IT Director

DECLARATION OF SURPLUS PROPERTY – FORM B (Disposal)
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Description of personal property:

Equipment #380 - 1997 Gem State Trailmax TD42T Tilt Bed Trailer
VIN# 1G9K53120VA065807

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$2,000.00

**BOARD OF COUNTY COMMISSIONERS
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By: _____
Finance/IT Director

DECLARATION OF SURPLUS PROPERTY – FORM B (Disposal)
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Description of personal property:

Equipment #384 - 1987 Wisconsin Tilt Trailer
VIN# 1W91SE206H1008458

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$7,000.00

**BOARD OF COUNTY COMMISSIONERS
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By: _____
Finance/IT Director

DECLARATION OF SURPLUS PROPERTY – FORM B (Disposal)

Ordinance 2015-2

Pursuant to Ordinance 2015-2, Columbia County, a political subdivision of the State of Oregon, by and through its Finance Director or IT Director, determines that the following personal property is no longer needed for public use and declares such personal property to be surplus personal property:

Description of personal property:

Equipment #389 - 1997 Trail King Flatbed Trailer
VIN# 1TKC02421VM0949141

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$15,000.00

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Finance/IT Director

DECLARATION OF SURPLUS PROPERTY – FORM B (Disposal)
Ordinance 2015-2

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Description of personal property:

Equipment #423 - 1979 Caterpillar 120G Grader
VIN# 87V4409

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$30,000.00

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Finance/IT Director

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Ordinance 2015-2

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Description of personal property:

Equipment #426 - 1982 Caterpillar 120G Grader
VIN# 87V3629

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$35,000.00

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Finance/IT Director

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Ordinance 2015-2

Pursuant to Ordinance 2015-2, Columbia County, a political subdivision of the State of Oregon, by and through its Finance Director or IT Director, determines that the following personal property is no longer needed for public use and declares such personal property to be surplus personal property:

Description of personal property:

Equipment #513 - 1998 John Deere 310SE Backhoe with bucket wrist attachment
VIN# T0310SE848004

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$25,000.00

**BOARD OF COUNTY COMMISSIONERS
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Dated:

By: _____ **Finance/IT Director**

DECLARATION OF SURPLUS PROPERTY – FORM B (Disposal)

Ordinance 2015-2

Pursuant to Ordinance 2015-2, Columbia County, a political subdivision of the State of Oregon, by and through its Finance Director or IT Director, determines that the following personal property is no longer needed for public use and declares such personal property to be surplus personal property:

Description of personal property:

Equipment #514 - 1999 John Deere 310SE Backhoe with Thumb
VIN# T0310SE881961

Columbia County further determines that such surplus personal property is (a) not needed for other public purposes, (b) has a current market value listed below, (c) that disposing of such personal property in accordance with Ordinance 2015-2 is clearly in the public interest.

Fair Market Value:

\$30,000.00

**BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON**

Dated:

By: _____
Finance/IT Director