



Brian Van Bergen Yamhill County Clerk

414 NE Evans St, McMinnville, OR 97128-4607 • Ph. 503.434.7518 • Fax 503.434.7520 • clerk@co.yamhill.or.us

Board of Property Tax Appeals • Business Licenses • Elections • Marriage Licenses • Passports • Recording • Voter Registration

Memorandum

To: Yamhill County Board of Commissioners
 From: Brian Van Bergen, Yamhill County Clerk
 CC: Laura Tschabold, Lucy Flores Mendez, Keri Hinton
 Date: July 28, 2016
 RE: Surplus Equipment

Please consider re-authorizing the Clerk's office to dispose of several surplus pieces of equipment. The pieces range from a pile of vintage locks and keys to an old microfilm camera, outdated scanners and some extra computer parts and monitors.

Here is the list of items slated for surplus:

Maker	Brand	Model	Description	Serial No.	Qty	Estimated Current Value
Secap	Bryce	22K	Envelope Printer	1015031	1	\$500
Kodak	Starfile	RV-3	Microfilmer	52042	1	\$200
Kodak		i610	Document Scanner	12838359	1	\$2,500
Kodak		i610	Document Scanner	12838394	1	\$2,500
Panasonic		KX-FA83	Toner Cartridge	n/a	1	\$10
Panasonic		KX-FA84	Drum Unit	n/a	1	\$50
Pitney Bowes		1225	Letter opener	34570	1	\$125
HP	Laser Jet	2100	Laser printer	USGG070528	1	\$25
ViewSonic		GS790	17" CRT Monitor	31E014827930	1	\$10
ViewSonic		VG730m	LCD monitor	QBW06482051	1	\$10
ViewSonic		VG730m	LCD monitor	QBW06482009	1	\$10
Dell		E1910Hc	LCD monitor	CN-0D176P-64	1	\$10
Dell		E248WFPI	LCD monitor	CN-ORN071-74	1	\$10
Dell		E1910Hc	LCD monitor	CN-0D176P-64	1	\$10
HP		PH1755	LCD monitor	CNK5180PZC	1	\$10
HP		PH1755	LCD monitor	CNK5180PYY	1	\$10
HP		PH1755	LCD monitor	CNK5180PZB	1	\$10
HP		HP w19	LCD monitor	CNC642PJW8	1	\$10
HP		HP w19	LCD monitor	CNC642JPY	1	\$10
NEC		MultiSync	LCD monitor	78100350NA	1	\$10



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Maker	Brand	Model	Description	Serial No.	Qty	Estimated Current Value
Miller			antique padlocks	n/a	8	\$50
Master			antique padlocks	n/a	14	\$50
Miller			mixed "small" keys	n/a	86	\$25
Miller			mixed "large" keys	n/a	13	\$10
Master			mixed keys	n/a	27	\$20
mixed			mixed keys & 2 locks	n/a	27	\$10
Pitney Bowes		5600	Envelope Sealer	n/a	1	\$75
Pitney Bowes		1225	Letter opener	1409	1	\$100
mixed	mixed		assorted keyboards, speakers, etc.		12	\$10
mixed	mixed		assorted cables, cords and adapters		50	\$10

We originally tried to sell these items via Craigslist, but only one item sold. The Yamhill County Public Works department has been using a different service called "Public Surplus" that seems to be a better fit for our items. Please re-authorize the sale of these surplus items with the new online auction provider "The Public Group" (aka "Public Surplus") with the Clerk's Office being a sub-account of theirs with the Yamhill County Public Works (to maximize our exposure to buyers).

After several weeks of being up for auction, low-dollar items that are not sold will be donated or recycled.

Sincerely,

Brian Van Bergen
Yamhill County Clerk

Accepted by Yamhill County
Board of Commissioners on
8.4.16 by Board Order
16-314