

**ORDER: APPROVE THE DELETION OF FIXED ASSETS IN THE  
SHERIFF DEPARTMENT, FIRE DEPARTMENT AND  
JUSTICE COURT PER AUDIT**

Motion was made by Mike Pickens, duly seconded by Robert Blackmon, to approve the deletion of fixed assets in the Sheriff Department, Fire Department and Justice Court per audit.

The vote on the motion was as follows:

Supervisor Mike Pickens, voted yes  
Supervisor Jeff Busby, voted yes  
Supervisor Robert Blackmon, voted yes  
Supervisor Chad McLarty, voted yes  
Supervisor Mike Roberts, voted yes

After the vote, President Busby, declared the motion carried, this the 4th day of May, 2015.

  
\_\_\_\_\_  
Jeff Busby, President  
Board of Supervisors

  
\_\_\_\_\_  
Sherry Wall, Chancery Clerk

Deletion Form revised 11/2014

**LAFAYETTE COUNTY  
INVENTORY CONTROL  
REQUEST FOR REMOVAL OF ASSET FROM RECORDS**

The following asset(s) are no longer useful to Lafayette County and have been designated as surplus or junk and are to be disposed of as indicated by each asset:

ASSET #	DESCRIPTION	INDICATE LOCATION OF DISPOSAL or WHO WILL POSSESS ASSET ONCE REMOVED FROM LAFAYETTE COUNTY	IF SOLD INDICATE METHOD (SEE KEY AT BOTTOM)
250733	Uniden Radio 55002327		
250836	Honda Fan GC135		
250854	Vertex Mobile Radio 0K020336		
251090	Vertex Radio 6E120252		
251240	Vertex Radio		
251251	Vertex Radio 8E142210		
251281	Dell Computer GC96W-B7		

Methods of sale/removal provided for in §17-25-25:

- 1=Public Sale/Auction indicate date/place of auction (ex. "Gov.deals")
- 2=Private Sale \*Value cannot exceed \$1,000, requires completion of "Private Sale Determination" section (over)
- 3=Zero Value disposal, requires completion of "Zero Value Determination" section (over)
- 4=Transfer to Federal, State or Local Governing Authority, requires completion of "Transfer of Asset to Other Agency" section (over)

Deletion Form revised 12/2014

**Public Sale/Auction Determination**

As the custodian of the assets listed on the reverse of this form which are to be disposed of by "Public Sale/Auction", I hereby represent to the Inventory Control Clerk that the assets have been put in a public auction and do qualify for this method of disposal. I have also completed and attached an "Affidavit of Private Sale" for each item listed.

\_\_\_\_\_  
Signature of custodian\_\_\_\_\_  
Date\_\_\_\_\_  
Inventory Clerk Approval\_\_\_\_\_  
Date Approved per Board of Supervisors**Private Sale Determination**

As the custodian of the assets listed on the reverse of this form which are to be disposed of by "Private Sale", I hereby represent to the Inventory Control Clerk that the assets have a value of less than \$1,000 and do qualify for this method of disposal. I have also completed and attached an "Affidavit of Private Sale" for each item listed.

\_\_\_\_\_  
Signature of custodian\_\_\_\_\_  
Date\_\_\_\_\_  
Inventory Clerk Approval\_\_\_\_\_  
Date Approved per Board of Supervisors**Zero Value Determination**

As the custodian of the assets listed on the reverse of this form which are to be disposed of as a "Zero Value Item", I hereby represent to the Inventory Control Clerk that the assets have a value of \$0 and do qualify for this method of disposal. I have also completed and attached an "Affidavit of Zero Value" for each item listed.

\_\_\_\_\_  
Signature of custodian\_\_\_\_\_  
Date\_\_\_\_\_  
Inventory Clerk Approval\_\_\_\_\_  
Date Approved per Board of Supervisors**Transfer of Asset to Other Agency**

As the custodian of the assets listed on the reverse of this form which are to be disposed of by transfer to a Federal, State or Local Government Agency, I hereby represent to the Inventory Control Clerk that the assets will be transferred to the agency listed on the attached "Affidavit of Asset Transfer" for each item listed.

\_\_\_\_\_  
Signature of custodian\_\_\_\_\_  
Date\_\_\_\_\_  
Inventory Clerk Approval\_\_\_\_\_  
Date Approved per Board of Supervisors

**LAFAYETTE COUNTY  
INVENTORY CONTROL  
REQUEST FOR REMOVAL OF ASSET FROM RECORDS**

The following asset(s) are no longer useful to Lafayette County and have been designated as surplus or junk and are to be disposed of as indicated by each asset.

ASSET #	DESCRIPTION	INDICATE LOCATION OF DISPOSAL or WHO WILL POSSESS ASSET ONCE REMOVED FROM LAFAYETTE COUNTY.	IF SOLD INDICATE METHOD (SEE KEY AT BOTTOM)
200522	Vertex mobile radio	Destroyed Dave Yarbrough p/a	
200528	Vertex mobile radio	"	
200707	mobile radio	"	
200473	Scanner	"	
200583	HP Monitor	"	
200473	HP Scan Jet	"	
200707	Vertex car radio	"	
200528	Vertex hand held radio	"	
200335	Vertex hand held radio	"	
200736	vehicle (car 21)	County barn - parts	
200926	vehicle (car 23)	" " "	
200867	vehicle (car 26)	" " "	

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**Public Sale/Auction Determination**

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.....  
Signature of custodian

.....  
Date

.....  
Inventory Clerk Approval

.....  
Date Approved per Board of Supervisors

**Private Sale Determination**

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Signature of custodian

.....  
Date

.....  
Inventory Clerk Approval

.....  
Date Approved per Board of Supervisors

**Zero Value Determination**

As the custodian of the assets listed on the reverse of this form which are to be disposed as a "Zero Value Item", I hereby represent to the Inventory Control Clerk that the assets have a value of \$0 and do qualify for this method of disposal. I have also completed and attached an "Affidavit of Zero Value" for each item listed.

*Buddy East*  
.....  
Signature of custodian

*4/15/15*  
.....  
Date

.....  
Inventory Clerk Approval

.....  
Date Approved per Board of Supervisors

**Transfer of Asset to Other Agency**

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.....  
Signature of custodian

.....  
Date

.....  
Inventory Clerk Approval

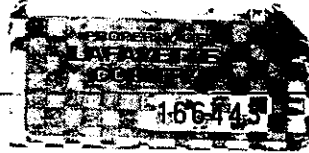
.....  
Date Approved per Board of Supervisors

# LAFAYETTE COUNTY CAPITAL ASSET DELETION FORM

Department: Justice Court

Description of item deleting (including brand name):  
Lexmark Printer 2400 Series

Sticker Number: 166443



Serial Number: Q N 43941

Reason for deletion: broke - replaced

Jill Carney  
Signature of Department Head

4/10/15  
Date

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
Date

## For Inventory Clerk Only

Retirement has been approved on the Board Minutes \_\_\_\_\_

Retirement has been entered on Ledger: \_\_\_\_\_

Inventory Number \_\_\_\_\_

Minute Book Number & Page: \_\_\_\_\_

## If Asset Sold, Traded, or Junked

Sold/Traded To: \_\_\_\_\_

# LAFAYETTE COUNTY CAPITAL ASSET DELETION FORM

Department: Justice Court

Description of item deleting (including brand name):

Sharp FO-4470 fax machine

Sticker Number: 1166263



Serial Number: 87106297

Reason for deletion: doesn't work properly - Replaced

Bill Carney

Signature of Department Head

4/10/15

Date

County Administrator

Date

## For Inventory Clerk Only

Retirement has been approved on the Board Minutes

Retirement has been entered on Ledger

Inventory Number

Minute Book Number & Page

## If Asset Sold, Traded, or Junked

Sold/Traded To:

# LAFAYETTE COUNTY CAPITAL ASSET DELETION FORM

Department: Justice Court

Description of item deleting (including brand name):  
OKI Microline 420 printer

Sticker Number: 166267



Serial Number: AG 22020979EO

Reason for deletion: Doesn't Work

Jill Carney  
Signature of Department Head

4/10/15

Date

County Administrator

Date

## For Inventory Clerk Only

Retirement has been approved on the Board Minutes \_\_\_\_\_

Retirement has been entered on Ledger \_\_\_\_\_

Inventory Number: \_\_\_\_\_

Minute Book Number & Page: \_\_\_\_\_

## If Asset Sold, Traded, or Junked

Sold/Traded To: \_\_\_\_\_