



# Madison County Board of Supervisors

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May 15, 2017

To: Board of Supervisors

From: Jay Hilliard  
Inventory Clerk

RE: Declare Property as Surplus and Authorize Disposal

1. Please declare the following items as surplus property, authorize proper disposal and authorize removal from inventory:

|   | Description                | Asset Number | Value    | Department           | Reason for Disposal            |
|---|----------------------------|--------------|----------|----------------------|--------------------------------|
| 1 | No descripton              | 582          | 1.00     | Chancery Clerk       | Unknown item; could not locate |
| 2 | No descripton              | 1308         | 1.00     | Chancery Clerk       | Unknown item; could not locate |
| 3 | Printer / Lexmark          | 3193         | 1,913.00 | Human Resources      | Replaced/Upgraded              |
| 4 | PBT - Portable Intoximeter | 4046         | 375.00   | Sheriff              | Damaged                        |
| 5 | Cellphone - Paul Griffin   | 6318         | 260.00   | Board of Supervisors | Replaced                       |
| 6 | Iphone 6 - Kay Pace        | 8350         | 150.00   | Tax Collector        | Broken/Replaced                |

2. The following items were received at Madison County Central Receiving, and an inventory tag was assigned to each item, per County policy. However, it was later learned that the items were ordered and paid by Pafford EMS. The items were shipped to Madison County Central Receiving as a secure point of receiving. Since the items were not purchased by Madison County, they should not have have received an inventory tag. Please authorize removal of the following inventory tags.

|   | Description | Asset Number | Value | Department       | Reason for Disposal |
|---|-------------|--------------|-------|------------------|---------------------|
| 1 | iPad Mini 2 | 8351         | N/A   | Medical Services | Paid by Pafford EMS |
| 2 | iPad Mini 2 | 8352         | N/A   | Medical Services | Paid by Pafford EMS |
| 3 | iPad Mini 2 | 8353         | N/A   | Medical Services | Paid by Pafford EMS |
| 4 | iPad Mini 2 | 8354         | N/A   | Medical Services | Paid by Pafford EMS |
| 5 | iPad Mini 2 | 8355         | N/A   | Medical Services | Paid by Pafford EMS |
| 6 | iPad Mini 2 | 8356         | N/A   | Medical Services | Paid by Pafford EMS |
| 7 | iPad Mini 2 | 8357         | N/A   | Medical Services | Paid by Pafford EMS |