



Surplus Property

Donations to Fire and Rescue Departments

Approved: July 16, 2012

POLICY:

Lincoln County supports the Volunteer Fire Departments and Rescue Departments that serve our County by, when possible, donating surplus vehicles and other surplus items to them. Any Fire Department or Rescue Department operating in Lincoln County is eligible to receive a donation of surplus vehicles or equipment

PURPOSE:

This procedure outlines the process for donating surplus items to Fire Departments and Rescue Departments who operate in Lincoln County.

PROCEDURE:

1. The Fire Chief of a fire department or the Captain of a Rescue Department must submit a request for a surplus vehicle or other piece of equipment in writing to the County Manager's Office. This request may be submitted in advance of identification of a specific vehicle or piece of equipment or at the time the vehicle or equipment is placed on the surplus property list.
2. Requests for surplus vehicles and equipment will be processed in the order they are received unless there are extenuating circumstances. In those cases the County Manager shall make a determination of which department will receive the vehicle or piece of equipment.
3. Many, but not all, of the vehicles which are declared surplus are from the Sheriff's Office. Fire Chiefs and Rescue Department Captains may wish to consult the Sheriff's Office fleet manager to determine what vehicles may be coming available. Identification of a vehicle or piece of equipment, however, does not automatically mean the fire or rescue department will receive the vehicle or equipment.
4. Each month, or every other month, depending on the amount of surplus equipment that is identified, the Purchasing Agent will publish a list of surplus equipment identified by the various County departments. The Purchasing Agent or Assistant County Manager will circulate this list to the County department heads, Fire and Rescue Departments in the County.

5. The Lincoln County Department Director, Fire Chief or Rescue Department Captain will have approximately one week to notify the County Manager's Office that they are interested in a vehicle or piece of equipment. The surplus property list will have the "last date to request transfer" listed. If requests are not received by the "last date to transfer" date, the County will proceed with disposing of the items.
6. Any Lincoln County department director who identifies a vehicle or piece of equipment that can be used by their department will be eligible to receive the equipment as a first priority.
7. Equipment that is not requested by any County department is eligible for donation to Fire Departments or Rescue Departments operating in Lincoln County.
8. Once the written request is received by the County Manager's Office, they will prepare a resolution to be submitted to the Board of County Commissioners for approval (Exhibit A).
9. If approved by the Board, the Fire Chief or Rescue Captain must get a signed copy of the resolution from the Clerk to the Board, and take it to the Purchasing Agent (704-736-8478) to arrange for title transfer and then pick up date.
10. The Purchasing Agent will then process the transfer of title to that Department.

FORMS ATTACHED:

- Sample Resolution approving Donation of Vehicle to Fire Department

FOR MORE INFORMATION CONTACT: Assistant County Manager or Purchasing Agent

**Surplus Property
Donations to Fire/Rescue Departments
Exhibit A**

RESOLUTION #2012-

**RESOLUTION TO SELL LINCOLN XXX VOLUNTEER FIRE DEPARTMENT
A SURPLUS COUNTY VEHICLE FOR \$1.00**

WHEREAS, the County Commission is authorized to sell any real or personal property owned or held by the County, which is not needed for governmental or other public purposes (GS 160A, Article 12 and G.S.153A-176); and

WHEREAS, Lincoln County's process for disposal of surplus property was approved in March, 2010 as part of the Purchasing Policy; and

WHEREAS, on a regular basis, lists are submitted to the Board of County Commissioners for approval to dispose of surplus property, and these lists often include vehicles; and

WHEREAS, the XXX Volunteer Fire Department is a nonprofit 501 (c) 3 organization which provides a valuable service to the residents of our County; and

WHEREAS, the XXX Volunteer Fire Department has requested to purchase a surplus XXX vehicle from the County which would be used for day to day operations;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED,

That Lincoln County agrees to sell the XXX Volunteer Fire Department a vehicle that has been deemed surplus by the Board of County Commissioners for the price of \$1.00.

That this resolution shall become effective on August 20, 2012.

Adopted this 20th day of August 2012.

LINCOLN COUNTY

By: _____
Alex Patton, Chairman
Board of Commissioners

ATTEST:

Amy S. Atkins, Clerk to the
Board of Commissioners