

[Empty box for Resolution Number]

Resolution Number

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of County, Oklahoma, are required and have power to make all orders respecting the property of the county, and to do and perform such other duties and acts as may be required by law, and

WHEREAS, the Board of County commissioners of County, Oklahoma, has under its management and control the following described assets of the office or department:

Description	Inventory ID # Original Cost	Serial number Date Acquired
Bradco mulcher mm30E Series	441-0117	495095
	18,987.78	2-22-2018

Signature of officer requesting declaration of surplus: Cystal Vickery

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, proceeds collected from the disposal of said property be deposited into the Fund, which is the fund from which said property was purchased.

Passed and approved in open meeting this 14 day of Mar, 22

ATTEST: [Signature]
County Clerk

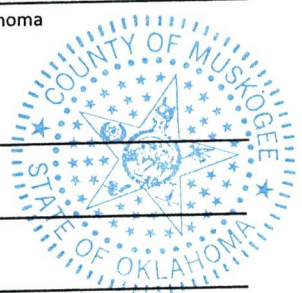
County, Oklahoma

By: _____
Deputy

Chairman [Signature]

Member [Signature]

Member [Signature]



2-18-2022

Statement of Record

On the morning of February 10, 2021, the Road Foreman ordered Steve B. and Glen C. to go to Oktaha Town Hall to take the brush cutter off of the Kubota excavator. The Kubota was being parked at beside the Town Hall along with one of our motor graders. They removed the brush cutting head and put a bucket on the excavator to go dig a grave at Oktaha Community Cemetery. The funeral was postponed due to inclement weather so they left the excavator at the Oktaha Town Hall.

On February 19, 2021, Glen C. went to Oktaha to get the excavator and go to Oktaha Community Cemetery to dig the grave for the postponed funeral. After the funeral, the Kubota excavator was brought back to the County Barn in Muskogee.

Since the crew was not cutting brush for several months, no one verified that the cutter was still at Oktaha Town Hall. Once the crew was ready to begin cutting brush again, they went to Oktaha Town Hall to get the cutter but discovered it was missing (date unknown). The Road Foreman asked all other workers if they have seen, or moved the cutter. All yards and storage locations were checked but the cutter was never found.

The cutter is considered stolen and will be processed with the proper paperwork to remove from equipment inventory.



Brian DeShazo
Deputy Commissioner

02/18/2022

It was reported to Bob back in October/November 2021 by Mike N. that he could not locate the Bradco brush cutter head/mulcher (D441-0117). The last time that anyone knew where it was it had been taken off of the Kubota Trachoe at the Oktaha Fire Station to put the bucket on so they could go dig a grave back in February of 2021 and was left at the Oktaha Fire Station. As of 02/18/2022 it has still not been located or reported stolen. I was told by Brian D. 02/18/2022 that he would have Mike N. call the Sherriff Department and have them come do a report on it.

Crystal Nicky 2-18-22

3-9-22 still has not been reported stolen by Brian, Mike or Ken. Turning in to D-300.

RECORD OF TOOLS, APPARATUS, MACHINERY AND EQUIPMENT

Code No. 441-117

OFFICE OR DEPT. OF Di strict 1 : COUNTY OF Muskogee

S.A.&L. No. 3511

Mid-West. Sapulpa

RECORD OF ITEMS ACQUIRED

Name of Item mulcher Trade Name Bradco
 Description mm30E series II Paladin Bradco mulching head
 Item No. _____ Serial No. 495095 Motor No. _____ Model No. mm30E
 If acquired by purchase and County actually has title thereto, give following information:
 Date Acquired 2-22-18 Cost \$ 18987.78 Claim No. PO# 4573 Warrant No. _____
 If County does not have title but is holding under lease or rental contract, give following information:

Date of Contract _____ Purchase Price as Shown by Contract \$ _____ Monthly Rental \$ _____

Location on Date of Inventory _____

Name of Vendor or Lessor Stewart martin Kubota Address Muskogee, OK

Remarks T-3 ACCT on Kubota excavator

Schedule "A"

RECORD OF ITEMS DISPOSED OF

Name of Item _____

Item No. _____ Serial No. _____ Motor No. _____

Indicate Whether Sold, Traded or Junked _____

Amount received by Sale or Trade \$ _____ Date of Disposition _____

To Whom Sold or Traded _____ Address _____

Remarks _____

Schedule "B"

INSTRUCTIONS

When an Item is acquired by purchase with no trade in, enter in Schedule "A". When an item is traded in on another item, enter the item so traded in Schedule "B" and the item acquired in Schedule "A". When an item is sold or junked, not traded in, enter in Schedule "B" and leave Schedule "A" blank.
 If the date of original acquisition is unknown, enter "on hand".
 If exact cost is unknown, enter estimated cost and indicate "Est."

REQUISITION - PURCHASE ORDER - CLAIM

Requisition No. 000444

Blanket P.O.

MUSKOGEE County, Oklahoma

Purchase Order No. 004573

quisitioning Dept. District #1	Date Req. Rec. 02/22/2018	Date Assigned 02/22/2018
Project No.	Date Material Needed	

I approve the processing of this purchase request and the encumbering on the designated account to a maximum of
 \$ 18,987.78 Account T-3/D-1
 Date 02/22/2018 Requisitioning County Official *[Signature]*

Comments:

Issue To: STEWART MARTIN KUBOTA 2505 SOUTH 32ND MUSKOGEE, OKLAHOMA 74401
Ship & Invoice To: Muskogee County District 1 3000 North Street Muskogee, OK 74403-0000
ALL PRICES ARE FOB DESTINATION UNLESS OTHERWISE NOTED

17 18
02/22/2018 YEAR 20 - 20 T-3/D-1

DATE _____ APPROPRIATION ACCOUNT _____
 I hereby approve the issuance and encumbrance of this purchase order.

Purchasing Agent

I hereby certify that the amount of this encumbrance has been entered against the designated appropriation accounts and that this encumbrance is within the authorized available balance of said appropriation.

DATED THIS 22 DAY OF February 2018
Muskogee
 of MUSKOGEE County. County Clerk/Deputy

19 O.S. Supp 1982 § 1505 requires the vendor to furnish an itemized invoice which states the vendor's name and address, a clear description of each item purchased, its unit price, the number or volume of each item, its total price, the total of the purchase, and the date of the purchase.

Quantity	Unit	Description	Unit Price	Amt. To Be Encumbered	Adjustment		Approved Amount
					Amount	Total	
1.00		:Bradco Mulching Head Serial# 49 :(MM36 E Series II Paladin)	18987.78	18987.78	78		
				Total	18987.78		

DIANNA COPE, COUNTY CLERK
 P.O. BOX 1008
 MUSKOGEE, OKLA. 74402

APPROVAL BY GOVERNING BOARD
 This claim is approved for payment in the amount indicated above. (Signed by at least two (2) members.) District Attorney is approving Officer of expenditures for that office. Title 19 O.S. 1981, Section 326.