

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**

X  Resolution or Ordinance (Blue)     X  Waiver of First Requested  
      Recommendations of Boards, Commissions & Committees (Green)  
      Other Business (Pink)

**TO** : PRESIDENT AND BOARD OF TRUSTEES  
**FROM** : Scott Niehaus, Village Manager  
**DATE** : April 5, 2021            **(BOT) Date:** April 15, 2021  
**SUBJECT** : Equipment to be Declared Surplus  
**SUBMITTED BY:** Tim Sexton, Director of Finance

**BACKGROUND/POLICY IMPLICATIONS:**

Village departments are requesting to sell and/or dispose of surplus equipment as more specifically detailed in Exhibit "A" attached to the Ordinance to be sold at auction, sold for scrap, or recycled as these items have extended beyond their useful life or are obsolete, to include:

Police Department items all to be sold at auction: One (1) Traffic Tally Unicorn Vehicle Traffic Classifier; One (1) Kodak DC280 digital camera, serial#EKN00205026; One (1) Canon Powershot SX40 digital camera, serial#462032006343; One (1) Kodak EasyShare Z650 digital camera, serial#KCKFL63116137; Four (4) CPR training dummies with bag; Two (2) Extech sound level meters with calibration tube; Large tan metal shelving unit; Black four drawer metal filing cabinet; One (1) Nikon Coolpix 5700 digital camera, serial#3085207; Three rolling office chairs with no arms; Fourteen (14) BTC Ultra Slim computer Keyboards; Nineteen (19) Motorola Roadster 2 bluetooth speakers;

Public Works items to be sold as scrap: Six (6) Rolled Plans Steel Storage Cabinets, SAFCO, no serial numbers, value \$0, scrap; One (1) Hanging Plans Steel Storage Cabinet, SAFCO, no serial number, value \$0, scrap

**Fiscal Impact/Funding Source:** TBD

Review (as necessary):

Finance Director \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager Scott Niehaus \_\_\_\_\_ Date 3/21/21

**NOTE:** All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the agenda distribution.

**From:** Grage, Joseph  
**Sent:** Tuesday, March 30, 2021 3:33 PM  
**To:** Bauer, Carol <[BauerC@villageoflombard.org](mailto:BauerC@villageoflombard.org)>  
**Subject:** FW: surplus items

Good Afternoon Carol,

For surplus declaration and auction sale:

1. One (1) Traffic Tally Unicorn Vehicle Traffic Classifier
2. One (1) Kodak DC280 digital camera
3. One (1) Canon Powershot SX40 digital camera
4. One (1) Kodak EasyShare Z650 digital camera
5. Four (4) CPR training dummies with bag
6. Two (2) Extech sound level meters with calibration tube
7. Large tan metal shelving unit
8. Black four drawer metal filing cabinet
9. One (1) Nikon Coolpix 5700 digital camera
10. Three rolling office chairs with no arms
11. Fourteen (14) BTC Ultra Slim computer Keyboards
12. Nineteen (19) Motorola Roadster 2 bluetooth speakers

Thank you!

**Deputy Chief Joe Grage #754**

Deputy Chief of Administrative Services  
Lombard Police Department  
MERIT Deputy Coordinator Special Operations  
Traffic Safety/Traffic Crash Reconstructionist  
235 E. Wilson Ave. Lombard, IL 60148

<image002.png>

Phone: (630) 873-4667  
Fax: (630) 873-4496  
Email: [gragej@villageoflombard.org](mailto:gragej@villageoflombard.org)  
Web: [www.villageoflombard.org](http://www.villageoflombard.org)

Follow us:

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## Bauer, Carol

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**From:** Gorman, Dave  
**Sent:** Tuesday, March 30, 2021 4:18 PM  
**To:** Bauer, Carol  
**Cc:** Goldsmith, Carl; Ellis, Tom; Jack, Brian  
**Subject:** RE: surplus items

Hi, Carol. Please include the following items for PW (Engineering):

- Six (6) Rolled Plans Steel Storage Cabinets, SAFCO, no serial numbers, value \$0, scrap
- One (1) Hanging Plans Steel Storage Cabinet, SAFCO, no serial number, value \$0, scrap

Thanks!

- Dave

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**From:** Bauer, Carol  
**Sent:** Tuesday, March 30, 2021 10:29 AM  
**To:** Doser, John <doserj@villageoflombard.org>; Ellis, Tom <EllisT@villageoflombard.org>; Goethals, Kevin <GoethalsK@villageoflombard.org>; Goldsmith, Carl <GoldsmithC@villageoflombard.org>; Jack, Brian <JackB@villageoflombard.org>; Johnson, Perry <JohnsonP@villageoflombard.org>; Johnson, Steven <JohnsonS@villageoflombard.org>; Mannino, John <ManninoJ@villageoflombard.org>; Newton, Roy <NewtonR@villageoflombard.org>; Steiskal, Keith <Steiskalk@villageoflombard.org>; Wirsing, Tom <WirsingT@villageoflombard.org>; Kickert, Ray <KickertR@villageoflombard.org>; Sander, Richard <SanderR@villageoflombard.org>; Gorman, Dave <GormanD@villageoflombard.org>  
**Cc:** Aranas, Nicole <AranasN@villageoflombard.org>; Burke, Kate <BurkeK@villageoflombard.org>; Cunningham, Jamie <CunninghamJ@villageoflombard.org>; Sexton, Tim <tims@villageoflombard.org>  
**Subject:** surplus items

If you have items to be declared surplus, please submit a list of those items to me by 9:00 am Friday, April 9<sup>th</sup>. The agenda item will be placed on the April 15<sup>th</sup> Village Board agenda. Be sure to note the make, model, quantity, serial number if applicable, and how it will be disposed (auction, scrap, donated, etc.).

FAQ:

1. Be sure to add items to surplus that are returned to the vendor (example AED's and copiers). Or, if it applies, you can note in agenda item that the old equipment is being returned to the vendor that is providing replacements. That would be sufficient for declaring the items surplus because you are notifying the Board that we will no longer have that equipment.
2. If you are donating the items to charity, please be sure to include the equipment as surplus and explain that the item cannot be sold but still has value for the charitable organization.

ORDINANCE \_\_\_\_\_

**ORDINANCE AUTHORIZING THE SALE AND/OR DISPOSAL  
OF MUNICIPAL OWNED PERSONAL PROPERTY**

**WHEREAS**, in the opinion of the Corporate Authorities of the Village of Lombard, it is no longer necessary or useful to or in the best interest for the Village of Lombard to retain the following described personal property:

See Exhibit "A"

now owned by the Village of Lombard; and

**WHEREAS**, The Village routinely declares such type of personal property surplus and the best interest of the Village of Lombard will be served by its sale and/or disposal.

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS, as follows:**

Section 1: Pursuant to 65 ILCS 5/11-76-4, the President and Board of Trustees find the following described property:

See Exhibit "A"

now owned by the Village of Lombard is no longer necessary or useful to the Village of Lombard and the best interest of Lombard will be served by its sale and/or disposal.

Section 2: Pursuant to said 65 ILCS 5/11-76-4, the Village President and Clerk are hereby authorized and directed to sell and/or dispose of the aforementioned personal property now owned by the Village of Lombard.

Section 3: This ordinance shall be in full force and effect from and after its adoption and approval as provided by law.

Passed on first reading this \_\_\_\_\_ day of \_\_\_\_\_, 2021

First reading waived by action of the Board of Trustees this \_\_\_\_ day of \_\_\_\_\_, 2021

Passed on second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2021

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Ordinance No. \_\_\_\_\_

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Absent: \_\_\_\_\_

Approved this \_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
**Keith T. Giagnorio**  
**Village President**

ATTEST:

\_\_\_\_\_  
**Sharon Kuderna**  
**Village Clerk**

Published by me in pamphlet form on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
**Sharon Kuderna**  
**Village Clerk**

Ordinance surplus equipment

Village departments are requesting to sell and/or dispose of surplus equipment as more specifically detailed in Exhibit "A" attached to the Ordinance to be sold at auction, sold for scrap, or recycled as these items have extended beyond their useful life or are obsolete, to include:

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