



**CITY OF WASHINGTON, ILLINOIS**  
**City Council Agenda Communication**

**Meeting Date:** November 21, 2022

**Prepared By:** Joanie Baxter, CPA – Finance Director *JJB*

**Agenda Item:** Declaration and Sale of Surplus Property – Used On Road/Off Road Fuel Tank

**Explanation:** The Public Works Department has purchased and is in the process of installing a new fuel storage tank. As such, the old one is no longer needed and can be declared surplus and disposed of. Public Works Director Brian Rittenhouse intends to advertise for sealed bids for the fuel tank.

**Fiscal Impact:** City Mechanic Todd Baker indicates that vendors such as Yoder Oil are interested in purchasing the fuel tank. The other option is to cut a hole in it and have City crews take to a scrap yard which would require labor and provide minimal revenue.

**Recommendation/Committee Discussion Summary:** Staff requests that the 2<sup>nd</sup> Reading on the Ordinance authorizing the sale be waived so we can move forward with the advertising and disposition of the fuel tax.

**Action Requested:** Approval of the Resolution declaring the fuel tank as surplus property and waiving of the 2<sup>nd</sup> Reading and approval of the Ordinance authorizing the sale.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE SALE OF  
ONE USED ON ROAD/OFF ROAD FUEL TANK  
DESIGNATED AS "SURPLUS PROPERTY"**

**WHEREAS**, on the 21<sup>st</sup> day of November, 2022, the Corporate Authorities did declare one used on road/off road fuel tank, to be "surplus property" since same was no longer necessary or useful to the City of Washington in its operations or in the performance of its programs or services; and

**WHEREAS**, it is in the best interests of the City of Washington and its residents that said surplus property be sold.

**NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, TAZEWELL COUNTY, ILLINOIS**, as follows:

**Section 1.** That the used on road/off road fuel tank previously designated by the Corporate Authorities as "surplus property" shall be sold in the manner as described herein.

**Section 2.** That the City Administrator shall advertise the sale and disposal of the fuel tank as he shall deem appropriate and necessary.

**Section 3.** That the City Administrator shall keep a complete inventory of the used on road/off road fuel tank in such detail as will be necessary to verify the proper and lawful disposition.

**Section 4.** That the Bill of Sale hereto attached, marked Exhibit "A", and by reference expressly made a part hereof, be, and the same hereby is, approved for use in connection with the transfer of said fuel tank, and that the Mayor and City Clerk be, and hereby are, specifically authorized to enter into and execute the Bill of Sale in substantially the form of the document attached hereto, marked Exhibit "A" and by reference expressly made a part hereof for the transfer and sale of said fuel tank.

**Section 5.** That this ordinance shall be in force and effect from and after its passage and approval as provided by law.

**Section 6.** That the ordinances or parts thereof in conflict herewith are hereby expressly repealed.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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

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

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## BILL OF SALE

IN CONSIDERATION of the sum of \_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_), receipt of which is hereby acknowledged, the undersigned, being the Mayor and City Clerk of the City of Washington, Tazewell County, Illinois, referred to as "Seller" sells and delivers to \_\_\_\_\_ of \_\_\_\_\_, City of \_\_\_\_\_, State of \_\_\_\_\_, the following described property:

One on road/off road fuel tank

Because the above-described property is used and second-hand, Seller makes no warranty of any kind and sells the goods on a "AS IS" and "WITH ALL FAULTS" basis. Seller expressly disclaims all warranties, whether express or implied, including, but not limited to, any implied warranty of merchantability or fitness for a particular purpose.

Seller neither assumes nor authorizes any other person to assume for Seller any liability in connection with the sale of the above-described property.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF WASHINGTON,  
TAZEWELL COUNTY, ILLINOIS

By \_\_\_\_\_  
Its Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

The undersigned acknowledges receipt of the goods and/or the title to the property listed above in connection with the receipt of this Bill of Sale.

DATED: \_\_\_\_\_, 2022

**EXHIBIT "A"**