

CITY OF BETHLEHEM

DEPARTMENT OF PUBLIC WORKS INTEROFFICE MEMORANDUM

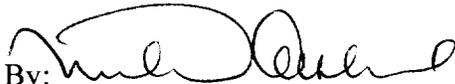
TO: Robert J. Donchez, President of Council
FROM: Michael Alkhal, P.E., Director of Public Works/City Engineer
RE: On-going Auctions
DATE: April 17, 2009

Attached for Councils' consideration is the referenced resolution to facilitate the conduct of more efficient City auctions. We currently accumulate personal property over an entire year prior to holding a single audit pursuant to Council's resolution. This has continually created storage difficulties throughout City facilities. One prime example is vehicles and equipment at the Bureau of Mechanical Maintenance. Vehicles and equipment become surplus as the City purchases replacements. We also acquire surplus vehicles from the police department as a result of seizures and donated county vice cars that are no longer in use. Currently, because we have no other options, these vehicles are stored in the Mechanical Bureau parking lot at 540 Stefko Boulevard. Over the past several years, we have averaged forty to fifty surplus vehicles and equipment per year. Many of these vehicles are very large (i.e. dump trucks and fire trucks) and they require a significant amount of space to store. The Mechanical Bureau area already has a shortage of parking and this is about to be made worse with the elimination of the parking area behind the old Minsi Trail Inn due to re-development, which is now used by many of our employees for parking. As you know, our current procedure for liquidating these vehicles is to hold an advertised on-line auction every October, requiring us to accumulate and store these vehicles for a full year. We are requesting Council's authorization to sell personal property throughout the year as they become surplus to avoid this significant storage problem. All other terms and procedures regarding these sales will remain the same and the City will benefit from collecting the money generated from the sales sooner, while avoiding the storage problem.

If you have any questions regarding this resolution, please let me know thank you.

MA/mob

cc: Mayor Callahan
Members of Council
Department Heads
D. Reichard
J. Kelly
T. Ridgick
file/xc

By: 
Title: Public Works Director/City Engineer

RESOLUTION NO. _____

City of Bethlehem Resolution Regarding On-Going Auction

WHEREAS, the City of Bethlehem is authorized pursuant to 53 P.S. § 36917 of the Third Class City Code to dispose of personal property by sale or otherwise upon approval by City Council via resolution; and

WHEREAS, the City historically has sold personal property at several single day auctions authorized by separate City Council resolutions; and

WHEREAS, in order to take advantage of technological changes over the years the Administration would like to maintain an on-going, on-line auction for certain personal property separate from (and in addition to) any one day auctions; and

WHEREAS, the City is desirous of reaching a broader audience of potential buyers by following the example of the Commonwealth of Pennsylvania and other municipalities in establishing a process by which items may be auctioned on-line in compliance with governing law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bethlehem that a system of on-line auctions for certain personal property is approved in accordance with the following procedure:

1. The Administration is authorized to, at its discretion, auction personal property of the City on-line in compliance with governing law.
2. Before any property may be advertised on-line for sale, the Administration shall send to Council 30 days prior to the first advertisement a list of property to be added to the list for auction, along with a suggested value, if known.
3. If Council has no objections to the property listed, the same may be added to the on-line auction. If Council would like to discuss a specific item, the same shall be removed from the list and discussed at the next scheduled Council meeting.

