

TOWN OF IRVINGTON, VIRGINIA

RESOLUTION NO. 2025-13.TC

DECLARING CERTAIN TOWN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSAL

WHEREAS, the Town of Irvington, Virginia, owns various items of property, including but not limited to outdated equipment, electronics, signage, supplies, and other miscellaneous materials that are no longer needed for public use or are no longer in serviceable condition; and

WHEREAS, Virginia Code § 2.2-1124 permits localities to dispose of surplus property through sale, donation, transfer, recycling, or appropriate discard procedures when such property is no longer needed or has no value; and

WHEREAS, the items identified are not public records subject to retention under the Virginia Public Records Act and have been reviewed by Town staff;

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Irvington, Virginia, that:

1. The property identified by Town staff is hereby **declared to be surplus property**.
2. The Town Clerk, or designee, is authorized to **dispose of such property** in accordance with applicable state law and local policy, by means of:
 - Transfer to another public agency,
 - Donation to a 501(c)(3) organization (if of minimal value),
 - Recycling or discard (if items have no remaining market or scrap value).
3. All public records, documents, and materials governed by the Virginia Public Records Act are **excluded** from this action and will be relocated according to appropriate retention and storage requirements.
4. The Town Clerk, or designee, is authorized to maintain documentation of all disposed items and the method of disposal, in accordance with audit and transparency standards.

ADOPTED this 14th day of August, 2025.

Certification

I, Julie Harris, Mayor, do hereby certify that Resolution #2025-13.TC was adopted at the August 14, 2025 Meeting, at which a quorum was present and voting. Motion made by M.C. Bradley and seconded by P. Robinson. The Vote was:

	Yea	Nay	Absent	Abstain
M.C. Bradley	X			
F. Johnson	X			
W. Nunnally	X			
P. Robinson	X			
S. Van Saun	X			
F. Westbrook			X	

Julie W. Harris, Mayor

Attest:

Charles Dyson, Town Clerk

NOTE: Items referenced by this resolution include a conference table, desk, and cabinet that are of an advanced age and/or will not fit within the dimensions of the new office space; three old and outdated printers that are unneeded and where purchasing new ink for them is becoming obsolete; eight office chairs with worn and missing upholstery; two stationary chairs that were left behind by a former employee; a broken paper shredder; expired first aid supplies, old office supplies & signage that were stored in a shed and had subsequently molded, numerous carpet tiles that are no longer needed, and numerous metal folding chairs.