

**HEIDELBERG TOWNSHIP  
YORK COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2023-08**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF HEIDELBERG  
TOWNSHIP, YORK COUNTY, PENNSYLVANIA, ESTABLISHING A PROCEDURE  
FOR THE DISPOSAL OF TOWNSHIP PERSONAL PROPERTY WITH AN  
ESTIMATED VALUE OF LESS THAN \$2,000**

**WHEREAS**, the Second Class Township Code, specifically Section 1504(b), 53 P.S. § 66504(b), provides that a Second Class Township can dispose of surplus personal property of an estimated fair market value of less than two thousand dollars (\$2,000.00) if a procedure is adopted by resolution; and

**WHEREAS**, Heidelberg Township, York County, Pennsylvania (the "Township") from time to time has surplus personal property of an estimated fair market value of less than two thousand dollars (\$2,000.00) that must be disposed of; and

**WHEREAS**, the Board of Supervisors desires to establish a procedure for the disposal of such surplus personal property of an estimated fair market value of less than two thousand (\$2,000.00) dollars.

**NOW THEREFORE**, be it resolved by the Board of Supervisors of Heidelberg Township as follows:

**SECTION 1.** The Heidelberg Township Board of Supervisors hereby authorizes the Township Manager to identify Township personal property as surplus personal property. Upon such identification, the Township Manager shall determine whether such property (either individually or as a lot of items) has an estimated value of less than two thousand dollars (\$2,000.00) in accordance with the following methodology: The Township Manager shall estimate the value of the Property by obtaining an estimate from three (3) third-party sources who otherwise deal in or establishes values for the Property or goods substantially similar to the property in the regular course of business. The Township Manager shall estimate the value of the property based on the values obtained. In the event that the Township Manager cannot obtain three (3) third-party estimates, the Township Manager shall make a written memorandum of that fact and shall set forth the rationale for the establishment of the estimate of the value of the property.

**SECTION 2.** When the Township Manager determines that the Township no longer needs the personal property so identified as surplus personal property, he or she shall sell or dispose of it in accordance with Section 3, below, and provisions of the Pennsylvania Second Class Township Code.

**SECTION 3.** If the Township Manager determines that the surplus personal property (either individually or as a lot of items) has an estimated fair market value of less than two thousand dollars (\$2,000.00) the Township Manager may sell or dispose of the item or items as follows:



A. The Township Manager may solicit offers of purchase at a price equal to or in excess of the minimum sale price by advertising the Property through online or electronic bidding, auction, or similar sites provided that the process permits a minimum sale price (i.e., a reserve amount) to be set by the Township as the seller.

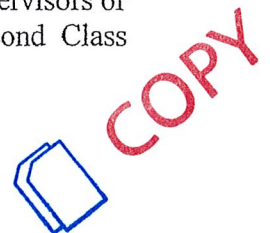
B. The Township Manager may also sell the property, with or without regard to a minimum sale price reserve, in the following manners:

1. Public auction to the highest bidder.
2. Advertising the property for sale in a newspaper of general circulation in the Township at least ten (10) days before sealed bids are to be accepted. The sale of the property shall be to the highest responsible bidder.
3. If the estimated fair market value of the property is less than the cost of advertising the property for sale in a newspaper of general circulation in the Township, the sale of the property may be advertised by conspicuously posting notice of such sale at the Township office at least ten (10) days before sealed bids are to be accepted. The sale of the property shall be to the highest responsible bidder.
4. The Township Manager shall retain the right to reject all bid purchase offers or other offers at any time.

C. The Township Manager shall report such sale or disposition of Property at the Board of Supervisors' meeting immediately subsequent to such sale or disposition.

**SECTION 4.** If the Township Manager determines that the surplus personal property (either individually or as a lot of items) has no value or a *de minimis* value, the Township may dispose of such property by discarding such property in any reasonable manner.

**SECTION 5.** Personal property of which the estimated fair market value is two thousand (\$2,000.00) or more shall not be sold except to the highest bidder after due notice by advertisement for bids or for public auction in a newspaper of general circulation in the Township. The advertisements, including advertisements for electronic auction sales, shall conform to the provisions set forth in Section 1504 of the Second Class Township Code. If, after attempting twice to receive bids, or if at a public auction no bid is received, the Township Manager may sell said personal property without further action of the Board of Supervisors provided that the sale conforms with the requirements of any law governing the sale of property by municipal corporations generally when no bids have been received. The award of any contracts shall be made only by public announcement at a regular or special meeting of the Board of Supervisors or at the public auction. All other remaining provisions of Section 1504 of the Second Class Township Code are incorporated herein by reference.



**DULY ADOPTED**, pursuant to the authority granted to Heidelberg Township under the laws of the Commonwealth of Pennsylvania in lawful session duly assembled on the 3 day of May, 2023.

ATTEST:


Katei Hobner  
Secretary

**BOARD OF SUPERVISORS OF  
HEIDELBERG TOWNSHIP**

Timothy Hansen  
Timothy Hansen, Chairman

Matthew Bollinger  
Matthew Bollinger, Vice Chairman

Paul King  
Paul King, Supervisor

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