







**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name **Dept #**
 Coroner 4193

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	60	4193	540.14	900	office supplies
- Line Item Decrease	-	100	60	4193	599.22	(900)	forensic exams
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

There is a need to transfer additional funds to office supplies for additional body bags.

	 11/3/17
<small>Department Head</small>	<small>Date</small>
 11/3/17	 11-3-17
<small>County Manager</small>	<small>Date</small>
<small>Date</small>	<small>Budget & Finance Division Head</small>
<small>Date</small>	<small>Date</small>



LUZERNE COUNTY


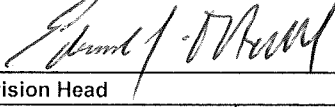
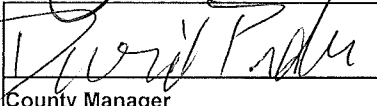
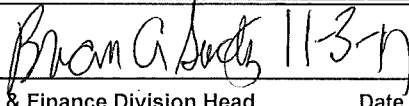
BUDGET TRANSFER REQUEST

Department Name Solid Waste Management Department

Dept # 4320

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	530	50	4320	510.35	1,000.00	Wages Overtime
- Line Item Decrease	-	530	50	4320	550.15	(1,000.00)	Other Contractual Services
Total						0	(Must equal 0)

The enclosed requested amount will be used to cover overtime costs. All costs associated with this purchase will come from the SWMD budget not the county General Fund.

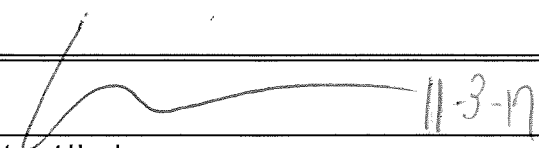
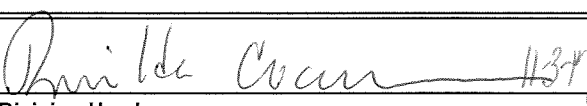
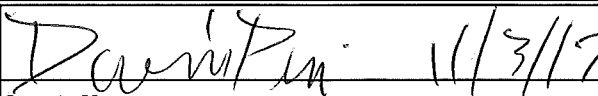
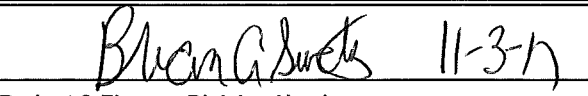
 Department Head	11/2/17 Date	 Division Head	02-NOV-2017 Date
 County Manager	11/3/17 Date	 Budget & Finance Division Head	11-3-17 Date

LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name: Office of Law - Department of Conflict Counsel Dept #: 4154

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	16	4154	550.25	170	Other Communication Expenses
- Line Item Decrease	-	100	16	4154	550.64 6	(170)	Meetings/Conference/Training
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 Other Communication Expenses (550.25) was not funded for FY2017, as there were not expenses planned for that category. A newly obtained data package requires a monthly expenditure of \$41. This transfer will account for that amount, and any unforeseen additional costs, for the remainder of FY2017. This year the Department effectively utilized many free and low cost Continuing Legal Education seminars, resulting in available funds within the 550.64 Meetings/ Conferences /Training Fees line item. Some of these funds are available to be transferred to pay for the necessary data package.

 11-3-17	 11-3-17
Department Head	Division Head
 11/3/17	 11-3-17
County Manager	Budget & Finance Division Head



LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name	Dept #
Luzerne County 9-1-1	4286

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	260	50	4286	510.35	\$ 48,000.00	Overtime
- Line Item Decrease	-	260	50	4286	510.45	\$(48,000.00)	Wages-Holiday Pay
	+	260	50	4286	510.40	\$ 10,000.00	Wages-Shift Differential
	-	260	50	4286	510.45	\$(10,000.00)	Wages-Holiday Pay
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Due to represented employee Telecommunicator vacancies throughout FY2017, and mandatory shift minimum requirements, it has increased overtime and shift differential costs beyond the amount originally budgeted for FY2017. This transfer would move unused expenditure authority from the wages-holiday pay line item to overtime and shift differential line items, thus, covering the remaining 2017 estimated costs associated with overtime and shift differential.

 11-2-17	 03-NOV-2017
Department Head Date	Division Head Date
 11/3/17	 11-3-17
County Manager Date	Budget & Finance Division Head Date



LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name	Dept #
General Government	4176

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4176	550.15	5,000	Other Contractual Services
- Line Item Decrease	-	100	20	4176	599.64	(5,000)	Landfill
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

Budget transfer is to pay estimated Jewlcor parking spots @ \$35 a month for four months.

		<i>Bruce A. Smith</i>	10-25-17
Department Head	Date	Division Head	Date
<i>D. Cristini</i>	11/3/17	<i>Bruce A. Smith</i>	10-25-17
County Manager	Date	Budget & Finance Division Head	Date



LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name	Dept #
Assessor	4136

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4136	550.29	3,500	Mileage
- Line Item Decrease	-	100	20	4136	550.15	(3,500)	Other Contractual Services
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 Budget transfer is to cover Mileage estimate for the remainder of the year

	10-25-17
Department Head	Division Head
Date	Date
11/3/17	10-25-17
County Manager	Budget & Finance Division Head
Date	Date