


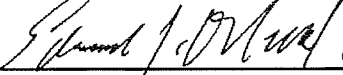
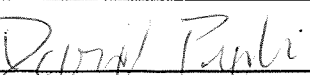

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
BOILER PLANT	4177

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	50	4177	560.64	2,500	MEETINGS/TRAINING
+ Line Item Increase	+	100	50	4177	550.40	(2,500)	GAS
- Line Item Decrease	-						
- Line Item Decrease	-						
- Line Item Decrease	-						
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Due to the increased complexity of our Boiler Plant/Chiller Systems our employee needs additional training in order to maintain and efficiently run our equipment. An opportunity has arrived where he will be able to receive the necessary skills and training to accomplish this task. Since we have had a mild winter we anticipate there will be funds available in the gas account that can cover the cost of this training. We do plan to continue this budget line item into future years to insure our HVAC equipment and staff can utilize this equipment to the benefit of our county.

 Department Head	3-1-17 Date	 Division Head	01-MAR-2017 Date
 County Manager	4/11/17 Date	 Budget & Finance Division Head	4-10-17 Date




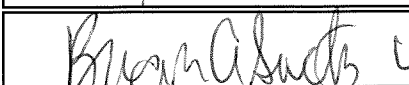
**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name Dept #
 ENGINEERING 4315

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	50	4315	550.25	440	OTHER COMM.
- Line Item Decrease	-	100	50	4315	550.18	(440)	ENG.FEES
- Line Item Decrease	-						
- Line Item Decrease	-						
- Line Item Decrease	-						
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

The Engineering & Architectural funds (550.18) are available to use for fees associated with the Engineering Department. These funds can be reallocated to support the projects that are deemed necessary for the department to complete their assigned tasks. These funds can be transferred to Other Communication (550.25) to provide the reimbursement through payroll for Engineer Ted Stark's cell phone usage.

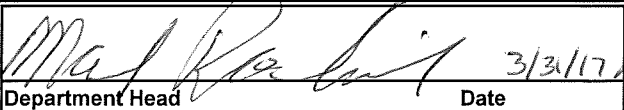
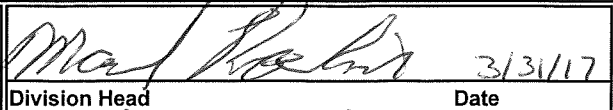


 Department Head Date 3/27/17	 Division Head Date 27-MAR-2017
 County Manager Date 4/11/17	 Budget & Finance Division Head Date 4-10-17

LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name	Dept #
Luzerne County Corrections	40

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	40	4235	550.25	960	Other Communication Expenses
- Line Item Decrease	-	100	40	4235	550.22	(960)	Telephone
	+	100	40	4233	550.63	26	Insurance - Auto
	-	100	40	4233	550.21	(26)	Medical / Dental / Hospital
	+	100	40	4235	540.58	500	Inmate Clothing
	-	100	40	4233	550.21	(500)	Medical / Dental / Hospital
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 Correctional Services Requests the transfer of funds to Other Communication Expenses from Telephone to pay for on call employee cell phones. A small transfer is needed for Auto Insurance because of an increase in rates. Correctional Services Requests the transfer of funds into Inmate Clothing to cover a needed increase in a clothing order.

 3/31/17	 3/31/17
Department Head Date	Division Head Date
 4/11/17	 4/11/17
County Manager Date	Budget & Finance Division Head Date