

**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	4233	550.63	105	Insurance - Auto
- Line Item Decrease	-	100	40	4233	550.30	(105)	Advertising
	+	100	40	4233	550.72	3,500	Repairs - Vehicle
	-	100	40	4233	550.21	(3,500)	Medical/ Dental/ Hospital Services
	+	100	40	4233	560.35	1,550	Prisoner Care - Health
	-	100	40	4233	560.22	(1,550)	Electronic Monitoring
	+	100	40	4234	550.41	17,000	Sewer
	-	100	40	4234	550.38	(17,000)	Electricity
	+	100	40	4234	550.43	20,000	Water
	-	100	40	4234	550.38	(20,000)	Electricity
	+	100	40	4235	540.49	3,000	Laundry Supplies
	-	100	40	4235	540.64	(3,000)	Vehicle Fuel - Gas
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

Correctional Services requests the transfer of funds to Insurance - Auto to cover the last quarterly payment. Correctional Services also requests funds transferred to Repairs - Vehicle to cover the cost of repairs to the aging fleet. A small increase of funds in Prisoner Care Health is needed to cover the last monthly payment due to a high inmate population. Correctional Services requests funds to Sewer and Water for utility costs. An increase in funds for Laundry Supplies is needed to make it through the end of the year.

<i>Mark Rochard</i>	11-30-16	<i>Mark Rochard</i>	11-30-16
Department Head	Date	Division Head	Date
<i>Jim Pyle</i>	12/12/16	<i>Brian Ashby</i>	12-12-16
County Manager	Date	Budget & Finance Division Head	Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

CORONER Dept 4193

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	60	4193	599.40	1,500	removals
- Line Item Decrease	-	100	60	4193	599.22	<1,500	forensic exams
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 As of November 29 the balance in removals is zero. The transfer is needed in order for the processing of new bills into the billing system. The funds will be transferred from forensic exams, this account has a substantial balance due to the tardiness in billing by the Doctors that provide this service

<i>Will L. ...</i> Department Head	<i>12/1/2016</i> Date	<i>Ronald ...</i> Division Head	<i>12/5/16</i> Date
<i>[Signature]</i> County Manager	 Date	<i>Brian A ...</i> Budget & Finance Division Head	<i>12-5-16</i> Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name Recorder of Deeds/Register of Wills	Dept # 4153
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Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	60	4153	550.30	350	Advertising
- Line Item Decrease	-	100	60	4153	550.29	(350)	Mileage
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 Funds required to pay November and December invoices for advertising of audits in the Luzerne Legal Register and Citizens Voice.

<i>Mary K. Duplecki</i> Department Head Date: 12-1-16	<i>Don Duggan</i> Division Head Date: 12/1/16
<i>William P. ...</i> County Manager Date: 12/6/16	<i>Brian A. ...</i> Budget & Finance Division Head Date: 12-5-16