

2017



# LUZERNE COUNTY BUDGET TRANSFER REQUEST

<b>Department Name</b> Bureau of Elections	<b>Dept #</b> 4120
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Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	30	4120	560.64	100	Transfer to Meetings
- Line Item Decrease	-	100	30	4120	590.24	(100)	Transfer from Individuals
<b>Total</b>						<b>0</b>	<i>(Must equal 0)</i>

**Explanation (Attach memo if necessary)**  
 The Bureau of Elections requests a budget transfer from Transfers to Individuals to Meeting/Conference/Training. The department incurred additional travel expenses due to Bureau employees attending a SURE Training in Harrisburg.

<b>Department Head</b>	<b>Division Head</b>
Date 12/29/17	Date 1/2/18
<b>County Manager</b>	<b>Budget &amp; Finance Division Head</b>
Date 1/4/18	Date 1-3-18



2017



# LUZERNE COUNTY BUDGET TRANSFER REQUEST

<b>Department Name</b>	<b>Dept #</b>
Building and Grounds	4174

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	50	4174	550.15	16,250	Other Contractual
- Line Item Decrease	+	100	50	4174	599.46	52,250	Machinery and Equipment
	-	100	50	4174	550.38	(68,500)	Electricity
<b>Total</b>						<b>0</b>	<i>(Must equal 0)</i>

**Explanation (Attach memo if necessary)**

Budget Transfer is required to fund 4 Kronos timeclocks, a Ford F250 and a Dodge Caravan for the Buildings and Grounds Department. 2017 has been a mild winter so Electricity Funds remain.

<b>Department Head</b>	<b>Division Head</b>
<i>Scotty Pades</i>	<i>Brian A. Lueck</i>
<i>1/4/18</i>	<i>12-27-17</i>
<b>County Manager</b>	<b>Budget &amp; Finance Division Head</b>
<b>Date</b>	<b>Date</b>

2017 ✓

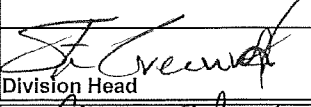
**LUZERNE COUNTY  
BUDGET TRANSFER REQUEST**

<b>Department Name</b> Public Defender's Office	<b>Dept #</b> 4152
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Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	80	4152	550.20	7,500	Wages Overtime
- Line Item Decrease	-	100	80	4152	510.15	(7,500)	Non-represented Wages
					<i>510.55</i>		
<b>Total</b>						0	(Must equal 0)

**Explanation (Attach memo if necessary)**

The Public Defender Office requests the transfer of funds from Non-Represented Wages to Wages Overtime. There are funds in the Non-Represented Wages. Due to FMLA leave and terminations in our office we needed to allow for overtime to keep everything running smoothly. We are allowing overtime until we are fully staffed again.

<b>Department Head</b>  <b>Division Head</b>	    
<b>County Manager</b> 