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	550.47	4,000	REPAIRS-EQ.
- Line Item Decrease	-	100	50	4177	550.43	(4,000)	WATER
- Line Item Decrease	-						
- Line Item Decrease	-						
- Line Item Decrease	-						
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

Since the installation of our new boiler, water usage is less and funds are available for transfer. There is also a need to install a new furnace in our MountainTop District Garage. There is no heat in that garage for the upcoming season.

	9-5-19		2019-0905
Department Head	Date	Division Head	Date
	9/12/19		9-5-2019
County Manager	Date	Budget & Finance Division Head	Date

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Community Development	4650

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	560	30	4650	560.68	$1,000.00	Miscellaneous Expense
- Line Item Decrease	-	560	30	4650	590.30	-$1,000.00	To Governmental Units
					Total	$0.00	*(Must equal 0)*

Explanation (Attach memo if necessary)

To cover additional mortgages and satisfaction pieces to be filed

9/5/19		9/5/19	
Department Head	Date	Division Head	Date
9/12/19		9/5/19	
County Manager	Date	Budget & Finance Division Head	Date

Budget Transfer Request 2014-11-17

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Community Development	4650

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	560	30	4650	560.61	$100.00	Subscriptions
- Line Item Decrease	-	560	30	4650	560.60	-$100.00	Dues/Memberships
					Total	$0.00	*(Must equal 0)*

Explanation (Attach memo if necessary)

To cover the increase in the cost of the subscription

9/4/19		9/5/19	
Department Head	Date	Division Head	Date
9/10/19		9/5/19	
County Manager	Date	Budget & Finance Division Head	Date

Budget Transfer Request 2014-11-17

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Community Development	4650

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	560	30	4650	560.61	$50.00	Subscriptions
- Line Item Decrease	-	560	30	4650	590.30	-$50.00	To Governmental Units
					Total	$0.00	***(Must equal 0)***

Explanation (Attach memo if necessary)

To cover a one time subscription for an online survey program. This budget adjustment is in addition to the $100 budget adjustment that I submitted for this account on September 4th.

Ann Bailey	9/10/19		9/10/19
Department Head	Date	Division Head	Date
David Pedrick	9/12/19	Brian G Sucky	9-10-19
County Manager	Date	Budget & Finance Division Head	Date

Budget Transfer Request 2014-11-17

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Luzerne / wyoming Counties drug & Alcohol Program	9600

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	960	70	9600	560.60	268	Dues/Memberships
- Line Item Decrease	+	960	70	7600	~~560.50~~	(268)	Provider Services
	-				560.58		
					Total	0	***(Must equal 0)***

Explanation (Attach memo if necessary)

We are requesting a busget transfer to
- Increase ~~Subscriptions~~ Dues/memberships by $268.00, The increase is due to an increased cost of the 2019 PACDAA-Dues
- Decrease for Provider Services by $268.00.

	9/5/19		9/9/19
Department Head	Date	Division Head	Date
	9/10/19		9-12-19
County Manager	Date	Budget & Finance Division Head	Date

Budget Transfer Request 2014-11-17

LUZERNE COUNTY
BUDGET TRANSFER REQUEST 2019

Department Name	Dept #
DISTRICT ATTORNEY	4194

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	12	4194	510.15	113,000	Wages Non-Represented
- Line Item Decrease	-	100	12	4194	510.20	(113,000)	Wages Represented
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

Transfer to cover wages due to creation of non-represented Division Chief positions.

		[signature]	9/11/19
Department Head	Date	Division Head	Date
[signature]	9/12/19	[signature]	9-12-19
County Manager	Date	Budget & Finance Division Head	Date

Budget Transfer Request 2014-11-17

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Office of Human Services	9500

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	950	70	9500	530.45	3,252	Benefits Retirement
- Line Item Decrease	+	950	70	9500	550.29	500	Mileage Reimbursement
	+	950	70	9500	550.58	15	111 North Pennsylvania Expenses
	+	950	70	9500	550.84	1,000	Managed Print Services
	+	950	70	9500	560.60	1,100	Dues/Memberships
	+	950	70	9500	560.57	425	Purchased Service - Consultant
	-	950	70	9500	540.25	(1,292)	Computer Hardware under $5,000
	-	950	70	9500	550.19	(4,000)	Special Legal Services
	-	950	70	9500	550.15	(1,000)	Other Contractual Services
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

An increase of $3,252 in Benefits Retirement is needed due to a higher than anticipated contribution that resulted from final actuarial values. This increase will be considered in the 2020 budget. An increase of $500 in Mileage Reimbursement is needed for travel costs through 12/31/2019, as more training opportunites were available for additional staff. This amount will be considered in preparation of the 2020 budget. An increase of $15 is needed in 111 North Pennsylvania Expenses to cover the actual cost of utilities & services for the Human Services building in 2019. This amount will be considered in the 2020 budget. An increase of $1,000 is needed to cover higher than anticipated costs for these services for the Human Services HR staff. This increase will be considered in the 2020 budget. An increase of $1,100 in Dues/Memberships is needed to cover the annual training registrations of 4 employees. This opportunity was not known until recently and allows these management individuals to attend trainings in person and to view webinars, which can also be presented to groups of employees. This amount will be included in the 2020 budget. An increase of $425 is needed in Purchased Service - Consultant for the total cost of Excel trainings held at LCCC. This expense will not need to be included in the 2020 budget. A decrease of ($1,292) in Computer Hardware under $5,000 is possible due to no purchses through 8/31/19, and no large amounts anticipated through 2019. This amount will be considered in the 2020 budget. A decrease of ($4,000) in Special Legal Services is possible due to lower than budgeted usage of Solicitor's services. The amount will be considered in the 2020 budget. A decrease of ($1,000) in Other Contractual Services is the result of less than anticipated invoiced by the I.T. department. This amount will be considered in the 2020 budget.

Department Head	Date 8-27-19	Division Head	Date 9/27/19
County Manager	Date 9/12/19	Budget & Finance Division Head	Date 9/5/19

Budget Transfer Request 2014-11-17

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Courts	4184

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	13	4184	540.14	10,000	Supplies
- Line Item Decrease	-	100	13	4184	560.15	(10,000)	Juror Cost
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

9-11-19

Department Head	Division Head
[illegible]	Brian A Sweeney 9-12-19
County Manager	Budget & Finance Division Head

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
District Court	4183

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	13	4183	540.14	10,000	Supplies
- Line Item Decrease	-	100	13	4184	560.15	(10,000)	Juror Cost
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

9-11-19

Department Head	Division Head
County Manager	Budget & Finance Division Head

Budget Transfer Request 2014-04-24