LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Treasurer/Budget and Finance	4139/4114

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4139	560.64	700	meeting/conference/training
- Line Item Decrease	-	100	20	4114	560.64	700	meeting/conference/training
		100	20	4176	560.60	(1,400)	dues/memberships
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

Budget transfer for increased cost for seminars. Seminars were cut in 2020 due to COVID.
Dues/Membership for CCAP were less than anticipated.

Department Head	Date	Division Head	Date
County Manager	Date	Budget & Finance Division Head	Date
	5/27/21		5-25-2021

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Prothonotary	4195

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	60	4195	560.64	1,800	Meeting/Conference
- Line Item Decrease	-	100	60	4195	540.14	(1,800)	Office Supplies
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

Funds are needed to cover State wide Prothonotary/Clerk of Courts training conference.

James Z. Hollock	Joan Coggiolo 5/24/21
Department Head	Division Head
Pat Pari	Brian A Sretz 5-25-2021
County Manager	Budget & Finance Division Head

Budget Transfer Request 2014-04-24

LUZERNE COUNTY
BUDGET TRANSFER REQUEST

Department Name	Dept #
Recorder of Deeds/Register of Wills	4153

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	60	4153	560.64	$2,750.00	Conference/Training
- Line Item Decrease	-	100	60	4153	510.2	($2,750.00)	Wages Represented
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

The conference for the Register of Wills state organization will now be held in person in July. The Recorder of Deeds state organization (PRODA) will hold a shorter in person conference in October. With many of the issues that have occurred during 2020 and into 2021 these conferences help to share best practices and meet with the Department of Revenue, AOPC, Pennsylvania Association of Notaries, state solicitors and others to learn of upcoming changes, as well as, sharing what has worked and what has not. The information is invaluable in the operations of the Department. The Department has funding available from a vacancy that will soon be filled.

Department Head	Division Head 5/24/2021
County Manager	Budget & Finance Division Head 5-25-2021

LUZERNE COUNTY
BUDGET TRANSFER REQUEST 2021

Department Name	Dept #
DISTRICT ATTORNEY	4194

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	12	4194	530.25	30,000	Benefits Leave Buy Back
+ Line Item Increase	+	100	12	4194	510.15	25,000	Wages Non-Represented
- Line Item Decrease	-	100	12	4194	530.20	(10,000)	Sick Leave Buy Back
- Line Item Decrease	-	100	12	4194	510.20	(45,000)	Wages Represented
					Total	0	*(Must equal 0)*

Explanation (Attach memo if necessary)

Transfer to cover cost of buyout for Detective Deborah Parker retirement and non-represented wages.

Department Head	Date 5/24/21	Division Head	Date
County Manager	Date 5/25/21	Budget & Finance Division Head	Date 5-25-2021