

**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	510.35	\$7,500.00	Wages Overtime
- Line Item Decrease	-	100	60	4153	510.2	(\$7,500.00)	Wages Represented
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 The increase in house sales and mortgages as the result of low interest rates and a real estate boom, along with new state mandates for processing notary commissions resulted in an increase in the department's workload. This has led to a backlog in recordings. Overtime is necessary to process recordings in a timely fashion while still serving the public at the counter during regular hours. The overage in the wages represented line item is the result of a vacancy early in 2021 that has since been filled.

<i>Mark D. Dwyer</i> Department Head	<i>Debra Loggans</i> Division Head
<i>John P. ... 6/23/21</i> County Manager	<i>Brian A. ... 6-23-21</i> Budget & Finance Division Head

LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name	Dept #
ROAD & BRIDGE	4310

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	50	4310	550.15	75,000	OTHER CONTRACTUAL SVS.
- Line Item Decrease	-	100	50	4310	510.20	(75,000)	WAGES-REPRESENTED
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Roads are in the need of constant attention and funding is always needed. Since there are several vacant positions in our budget, funds are available for transfer.

<i>[Signature]</i> Department Head	<i>[Signature]</i> Division Head
6/14/21 Date	2021-0614 Date
<i>[Signature]</i> County Manager	<i>[Signature]</i> Budget & Finance Division Head
6/23/21 Date	6-23-2021 Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name: CORONER'S OFFICE Dept # 4193

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	60	4193	510.30	3,000	Wages on call
- Line Item Decrease	-	100	60	4193	599.28	(3,000)	Burial benefits
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

Monies needed to cover the on call wages for the Deputies, as it was underfunded.

<i>Henry</i> 6-3-21	<i>James Bergquist</i> 6/7/21
Department Head Date	Division Head Date
<i>Demetri</i> 6/23/21	<i>Brian A. Smith</i> 6-23-21
County Manager Date	Budget & Finance Division Head Date