

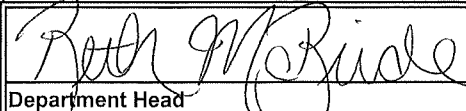
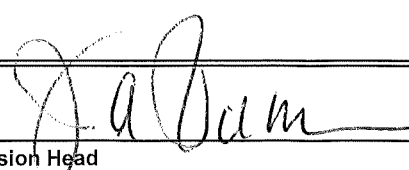
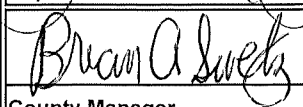
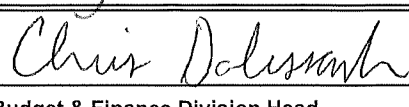
**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
Bureau of Elections	4120

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	30	4120	540.14	10,000	Office Supplies
- Line Item Decrease	-	100	30	4120	550.30	(10,000)	Advertising
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Moving \$10,000 from Advertising line item to Office Supplies line item to order office supplies and to account for overage in the Office Supply line item.

	
Department Head	Division Head
 12/13/22	
County Manager	Budget & Finance Division Head

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
County Manager's Office	4112

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	10	4112	540.14	350	Office Supplies
- Line Item Decrease	-	100	10	4112	550.27	(350)	Travel
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
Cover office supplies.

Department Head	Division Head
Date	Date
<i>Brian A. Lueck</i> 12/8/2022	<i>Chris Dalussando</i> 12/8/22
County Manager	Budget & Finance Division Head
Date	Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

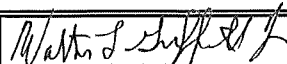
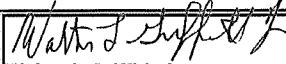
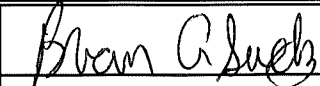

Department Name: Controller

Dept # 4133

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	11	4133	550.47	2,000	Machinery and Equipment
- Line Item Decrease	-	100	11	4133	550.19	2,000	Special Legal Services
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

I will transfer the funding that was not used for Special Legal Services, into the Machinery Line item to allow for the purchase of new Desktop Computer for Internal Auditors.

 Walter L. Griffith Jr	12-08-2022	 Walter L. Griffith Jr	12-08-2022
Department Head	Date	Division Head	Date
 Brian A. Lueck	12-12-22	 Chris Delesandro	12-8-2022
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	560.61	\$5,000.00	Subscriptions
- Line Item Decrease	-	560	30	4650	590.30	-\$5,000.00	To Governmental Units
Total						\$0.00	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

This transfer is needed for our subscription to the Housing and Development Reporter. The 2022 subscription, which runs December 2021 - November 2022, was paid late, so it came out of our 2022 budget. Therefore payment of our 2023 subscription, which is due this month, will put us over budget.

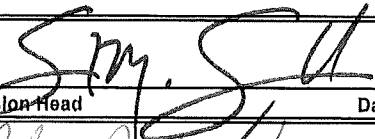


<i>Chris D. Roy</i>	<i>12/6/22</i>	<i>Joe Belun</i>	<i>12/6/22</i>
Department Head	Date	Division Head	Date
<i>Brian G. Huelz</i>	<i>12/7/22</i>	<i>Chris Dolisrath</i>	<i>12/6/22</i>
County Manager	Date	Budget & Finance Division Head	Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST 2022**

Department Name	Dept #
DISTRICT ATTORNEY	4194

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	12	4194	560.89	\$ 6,068.77	Grant Expense-Gun Violence PCCD
- Line Item Decrease	-	100	12	4194	530.20	\$ (6,068.77)	Benefits Sick Leave Buy Back
Total						0.00	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 Transfer to cover cost of grant expenses for the Gun Violence PCCD grant.

	
Department Head	Date
	
County Manager	Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST 2022**

Department Name Dept #
DISTRICT ATTORNEY **4194**

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	12	4194	560.89	\$ 7,000.00	Grant Expense-Gun Violence PCCD
- Line Item Decrease	-	100	12	4194	530.10	\$ (7,000.00)	Benefits Health Care Opt Out
Total						0.00	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 Transfer to cover cost of grant expenses for the Gun Violence PCCD grant.

Department Head Date	Division Head Date
<i>Brian O'Leary</i> 12/1/22	<i>Sam S. H.</i> 12/5/22
County Manager Date	Budget & Finance Division Head Date
	<i>Chris Dalman</i> 12/6/22

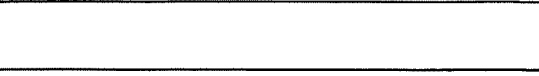



**LUZERNE COUNTY
BUDGET TRANSFER REQUEST 2022**

Department Name DISTRICT ATTORNEY	Dept # 4194
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Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	12	4194	560.88	\$ 16,000.00	Grant Expense-RASA/VOJO PCCD
- Line Item Decrease	-	100	12	4194	510.20	\$(16,000.00)	Wages Represented
Total						0.00	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Transfer to cover cost of grant expenses for the RASA/VOJO PCCD grant.

	
Department Head	Division Head
Date	Date
	
County Manager	Budget & Finance Division Head
Date	Date

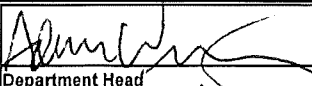
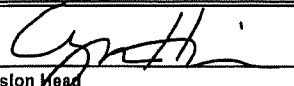
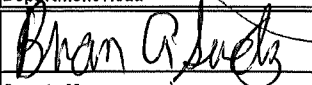
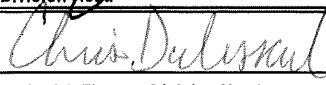
**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name Office of Human Services Dept # 9500

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	950	70	9500	550.15	5,100	Other Contractual Services
- Line Item Decrease	+	950	70	9500	550.25	320	Other Communication Expenses
	+	950	70	9500	550.30	5,000	Advertising
	-	950	70	9500	530.45	(10,420)	Benefits Retirement
Total						\$ -	(Must equal 0)

Explanation (Attach memo if necessary)

550.15 - Other Contractual Services increase is needed due to higher costs for OHS software licenses. This amount is reimbursed to Luzerne County. The department will continue to monitor costs in 2023.
 550.25 - Increase in Other Communication Expense due to an additional employee receiving cell phone reimbursement during 2022. This amount has been included in the 2023 budget.
 550.30 - Costs for advertising RFPs increased significantly in 2022, primarily due to the need to advertise twice for audit services in Philadelphia & Harrisburg. The 2023 budgeted amount should be sufficient.
 530.45 - Benefits Retirement can be decreased due to the actual invoice being less than anticipated at the time the budget was prepared.

 12-9-22 Department Head Date	 12/12/22 Division Head Date
 12-12-22 County Manager Date	 12/12/22 Budget & Finance Division Head Date

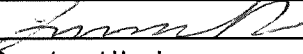
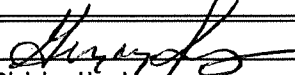
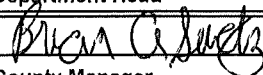

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name ROAD & BRIDGE	Dept # 4310
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Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description	
- Line Item Decrease	-	100	50	4310	510.15	(55,000)	WAGES / NON-REPRESENTED	
+ Line Item Increase	+	100	50	4310	550.15	55,000	OTHER CONTRACTUAL	
+ Line Item Increase	+							
+ Line Item Increase	+							
+ Line Item Increase	+							
Total							0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Two non-represented positions have been vacant for several months and additional funds are available for transfer.

 Department Head	Date	 Division Head	Date
 County Manager	Date	 Budget & Finance Division Head	Date

LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name Luzerne County Public Defenders Office	Dept # 80
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Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	80	4152	560.17	15,000.00	Examinations/Witnesses
- Line Item Decrease	-	100	80	4152	510.20	(15,000.00)	Wages Represented
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Office of the

Public Defender is requesting a budget transfer from Wages Represented to Examinations/Witnesses for outstanding invoices.

	<i>St. Cremonese</i> 12/4/22
Department Head	Division Head
<i>Brian Jacks</i> 12-12-22	<i>Chris Delessandro</i> 12/10/2022
County Manager	Budget & Finance Division Head
Date	Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

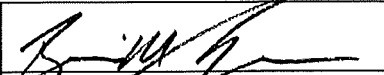
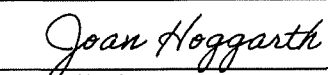
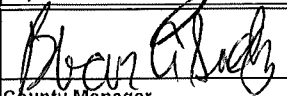

Sheriff's Department

Dept. #4197

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	60	4197	540.43	10,000	Clothing & Uniforms
+ Line Item Increase	+						
- Line Item Decrease	-	100	60	4197	510.20	(10,000)	Wages Represented
- Line Item Decrease	-						
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Funds are required in 540.43 Clothing & Uniforms as a result of an increase in expected uniform purchases. Funds are available in 510.20 Wages Represented as a result of multiple vacancies throughout the year.

 Department Head	 Division Head
<i>12/6/22</i> Date	12/8/2022 Date
 County Manager	 Budget & Finance Division Head
<i>12-12-22</i> Date	<i>12/8/22</i> Date