

2020 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT

010453 GETTYSBURG BORO, ADAMS COUNTY



Independent Auditor's Report

Borough Council Borough of Gettysburg

We have audited the Balance Sheet, Statement of Revenues and Expenditures, Debt Statement, and Statements of Capital Expenditures and Employee Compensation – regulatory basis (Schedules) included in the 2020 Annual Audit and Financial Report of the Borough of Gettysburg (Borough).

Management's Responsibility for the Schedules

Management is responsible for the preparation and fair presentation of these Schedules in accordance with the financial reporting provisions as described in the instructions provided by the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED) to meet filing requirements in Pennsylvania. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of Schedules that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these Schedules based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Schedules are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Schedules. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the Schedules, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the Schedules in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the Schedules.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

To meet the financial reporting requirements of the Commonwealth of Pennsylvania, the Schedules are prepared by the Borough on the basis of the instructions provided by DCED, which is a basis of accounting other than accounting principles generally accepted in the United States of America. These requirements permit the Schedules to be prepared without financial statement disclosures, without component unit financial information, without government-wide financial statements, without Management's Discussion and Analysis, without budgetary comparisons and historical pension information, and require all funds to be aggregated by fund type on the Schedules.

The effects on the Schedules of the variances between the regulatory basis of accounting described above and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the Schedules referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Borough as of December 31, 2020 and the results of its operations for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the Schedules referred to above present fairly, in all material respects, the regulatory basis financial position of the Borough as of December 31, 2020 and the regulatory results of its operations for the year then ended in accordance with the financial reporting provisions described in the instructions provided by DCED.

Maher Duessel

Harrisburg, Pennsylvania
January 7, 2022

		Governmental Funds				Proprietary Funds		Fid. Fund	Account Groups		Total
		General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	General Fixed Assets	General Long Term Debt	Memorandum Only
Assets and Other Debits											
100-120	Cash and Investments	1,652,697	663,409	399,239	377,600			8,576			3,101,521
140-144	Tax Receivable	349,159	8,282								357,441
121-129, 145-149	Accounts Receivable (excluding taxes)	270,874									270,874
130.00	Due From Other Funds		7,016	9,671							16,687
131-139, 150-159	Other Current Assets	153,680									153,680
160-169	Fixed Assets								28,934,762		28,934,762
180-189	Other Debits									5,533,284	5,533,284
Total Assets and Other Debits		2,426,410	678,707	408,910	377,600			8,576	28,934,762	5,533,284	38,368,249

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GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Taxes									
301.00	Real Estate Taxes	1,923,057	124,600						2,047,657
305.00	Occupation Taxes (levied under municipal code)								
308.00	Residence Taxes (levied by cities of the 3rd Class)								
309.00	Regional Asset District Sales Tax (Allegheny County municipalities only)								
310.00	Per Capita Taxes	13,335							13,335
310.10	Real Estate Transfer Taxes	116,234							116,234
310.20	Earned Income Taxes / Wage Taxes	500,277							500,277
310.30	Business Gross Receipts Taxes								
310.40	Occupation Taxes (levied under Act 511)	19,002							19,002
310.50	Local Services Tax **	226,514							226,514
310.60	Amusement / Admission Taxes	88,712							88,712
310.70	Mechanical Device Taxes								
310.90	Other: _____								
	Other: _____								
Total Taxes		2,887,131	124,600						3,011,731

Licenses and Permits									
320-322	All Other Licenses and Permits	87,429							87,429
321.80	Cable Television Franchise Fees	49,129							49,129
Total Licenses and Permits		136,558							136,558

Fines and Forfeits									
330-332	Fines and Forfeits	305,132							305,132
Total Fines and Forfeits		305,132							305,132

GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Interest, Rents and Royalties									
341.00	Interest Earnings	17,240	6,407	6,752	4,665				35,064
342.00	Rents and Royalties	39,000							39,000
Total Interest, Rents and Royalties		56,240	6,407	6,752	4,665				74,064

Federal									
351.03	Highways and Streets								
351.09	Community Development		94,848						94,848
351.00	All Other Federal Capital and Operating Grants								
352.01	National Forest								
352.00	All Other Federal Shared Revenue and Entitlements								
353.00	Federal Payments in Lieu of Taxes								
Total Federal			94,848						94,848

State									
354.03	Highways and Streets								
354.09	Community Development	2,250							2,250
354.15	Recycling / Act 101	24,014							24,014
354.00	All Other State Capital and Operating Grants								
355.01	Public Utility Realty Tax (PURTA)	3,112							3,112
355.02-355.03	Motor Vehicle Fuel Tax (Liquid Fuels Tax) and State Road Turnback		197,918						197,918
355.04	Alcoholic Beverage Licenses	4,800							4,800
355.05	General Municipal Pension System State Aid	201,877							201,877
355.07	Foreign Fire Insurance Tax Distribution	38,541							38,541
355.08	Local Share Assessment/Gaming Proceeds								
355.09	Marcellus Shale Impact Fee Distribution								

GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

State									
355.00	All Other State Shared Revenues and Entitlements								
356.00	State Payments in Lieu of Taxes								
Total State		274,594	197,918						472,512

Local Government Units									
357.03	Highways and Streets								
357.00	All Other Local Governmental Units Capital and Operating Grants	165,504	10,086						175,590
358.00	Local Government Unit Shared Payments for Contracted Intergovernmental Services								
359.00	Local Governmental Units and Authorities Payments in Lieu of Taxes	149,345							149,345
Total Local Government Units		314,849	10,086						324,935

Charges for Service									
361.00	General Government	25,364							25,364
362.00	Public Safety	9,425							9,425
363.20	Parking	746,949							746,949
363.00	All Other Charges for Highway & Street Services	1,873							1,873
364.10	Wastewater / Sewage (including connection / tapping fees, sewer usage charges, reserve capacity fee, etc.)								
364.30	Solid Waste Collection and Disposal Charge (trash)								
364.60	Host Municipality Benefit Fee for Solid Waste Facility								
364.00	All Other Charges for Sanitation Services								
365.00	Health								
366.00	Human Services								
367.00	Culture and Recreation								
368.00	Airports								

GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Charges for Service									
369.00	Bars								
370.00	Cemeteries								
372.00	Electric System								
373.00	Gas System								
374.00	Housing System								
375.00	Markets								
377.00	Transit Systems								
378.00	Water System								
379.00	All Other Charges for Service								
Total Charges for Service		783,611							783,611

Unclassified Operating Revenues									
383.00	Special Assessments								
386.00	Escheats (sale of personal property)								
387.00	Contributions and Donations from Private Sectors	27,985			2,773				30,758
388.00	Fiduciary Fund Pension Contributions								
389.00	All Other Unclassified Operating Revenues	1,480							1,480
Total Unclassified Operating Revenues		29,465			2,773				32,238

Other Financing Sources									
391.00	Proceeds of General Fixed Asset Disposition								
392.00	Interfund Operating Transfers				622,383				622,383
393.00	Proceeds of General Long-Term Debt	196,982							196,982
394.00	Proceeds of Short Term-Debt								

GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Other Financing Sources									
395.00	Refunds of Prior Year Expenditures	123,482							123,482
Total Other Financing Sources		320,464			622,383				942,847

TOTAL REVENUES

5,108,044	433,859	6,752	629,821				6,178,476
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EXPENDITURES

General Government									
400.00	Legislative (Governing) Body	16,061							16,061
401.00	Executive (Manager or Mayor)	105,727							105,727
402.00	Auditing Services / Financial Administration	119,987							119,987
403.00	Tax Collection	27,231							27,231
404.00	Solicitor / Legal Services	77,271							77,271
405.00	Secretary / Clerk	64,963							64,963
406.00	Other General Government Administration								
407.00	IT-Networking Services-Data Processing	5,140							5,140
408.00	Engineering Services	10,823							10,823
409.00	General Government Buildings and Plant	156,709	10,165		20				166,894
Total General Government		583,912	10,165		20				594,097

Public Safety

410.00	Police	1,360,169							1,360,169
411.00	Fire	42,807	83,015						125,822
412.00	Ambulance / Rescue								
413.00	UCC and Code Enforcement	69,133							69,133

GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Public Safety									
414.00	Planning and Zoning	212,751							212,751
415.00	Emergency Management and Communications	750							750
416.00	Militia and Armories								
417.00	Examination of Licensed Occupations								
418.00	Public Scales (weights and measures)								
419.00	Other Public Safety								
Total Public Safety		1,685,610	83,015						1,768,625

Health and Human Services									
420.00-425.00	Health and Human Services								
Total Health and Human Services									

Public Works - Sanitation									
426.00	Recycling Collection and Disposal								
427.00	Solid Waste Collection and Disposal (garbage)								
428.00	Weed Control								
429.00	Wastewater / Sewage Treatment and Collection								
Total Public Works - Sanitation									

Public Works - Highways and Streets									
430.00	General Services - Administration	488,323	19						488,342
431.00	Cleaning of Streets and Gutters								
432.00	Winter Maintenance – Snow Removal		18,275						18,275
433.00	Traffic Control Devices		26,058						26,058
434.00	Street Lighting	83,748	2,735						86,483

GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Public Works - Highways and Streets

435.00	Sidewalks and Crosswalks	52,491							52,491
436.00	Storm Sewers and Drains								
437.00	Repairs of Tools and Machinery								
438.00	Maintenance and Repairs of Roads and Bridges		3,178						3,178
439.00	Highway Construction and Rebuilding Projects	13,101	21,256						34,357
Total Public Works - Highways and Streets		637,663	71,521						709,184

Other Public Works Enterprises

440.00	Airports								
441.00	Cemeteries								
442.00	Electric System								
443.00	Gas System								
444.00	Markets								
445.00	Parking	287,632							287,632
446.00	Storm Water and Flood Control								
447.00	Transit System								
448.00	Water System								
449.00	Water Transport and Terminals								
Total Other Public Works Enterprises		287,632							287,632

Culture and Recreation

451.00	Culture-Recreation Administration								
452.00	Participant Recreation								
453.00	Spectator Recreation								
454.00	Parks	87,815		9,110					96,925

GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Culture and Recreation									
455.00	Shade Trees	24,607							24,607
456.00	Libraries								
457.00	Civil and Military Celebrations								
458.00	Senior Citizens' Centers								
459.00	All Other Culture and Recreation								
Total Culture and Recreation		112,422		9,110					121,532

Community Development									
461.00	Conservation of Natural Resources								
462.00	Community Development and Housing		94,848						94,848
463.00	Economic Development		54,000						54,000
464.00	Economic Opportunity								
465-469	All Other Community Development	45,000							45,000
Total Community Development		45,000	148,848						193,848

Debt Service									
471.00	Debt Principal (short-term and long-term)	64,677		26,437	498,548				589,662
472.00	Debt Interest (short-term and long-term)	10,774		3,143	123,836				137,753
475.00	Fiscal Agent Fees				1,560				1,560
Total Debt Service		75,451		29,580	623,944				728,975

Employer Paid Benefits and Withholding Items									
481.00	Employer Paid Withholding Taxes and Unemployment Compensation	110,399							110,399
482.00	Judgments and Losses								
483.00	Pension / Retirement Fund Contributions	333,080							333,080

GETTYSBURG BORO, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2020

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Employer Paid Benefits and Withholding Items									
484.00	Worker Compensation Insurance	81,516							81,516
487.00	Other Group Insurance Benefits	475,759							475,759
Total Employer Paid Benefits and Withholding Items		1,000,754							1,000,754

Insurance									
486.00	Insurance, Casualty, and Surety	100,811							100,811
Total Insurance		100,811							100,811

Unclassified Operating Expenditures									
488.00	Fiduciary Fund Benefits and Refunds Paid								
489.00	All Other Unclassified Expenditures								
Total Unclassified Operating Expenditures									

Other Financing Uses									
491.00	Refund of Prior Year Revenues								
492.00	Interfund Operating Transfers	622,383							622,383
493.00	All Other Financing Uses								
Total Other Financing Uses		622,383							622,383

TOTAL EXPENDITURES	5,151,638	313,549	38,690	623,964					6,127,841
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EXCESS/DEFICIT OF REVENUES OVER EXPENDITURES	-43,594	120,310	-31,938	5,857					50,635
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GETTYSBURG BORO

December 31, 2020

DEBT STATEMENT

OUTSTANDING BONDS AND NOTES

Listed below are all currently outstanding bond and note issues according to our files, excluding bond issues redeemed or refunded and defeased. Please show the principal payments and make any other necessary corrections and additions.

Purpose	Bond (B) Capital Lease (C) Lease Rental (L) Note (N)	Issue Year (yyyy)	Maturity Year (yyyy)	Original Amount of Issue	Outstanding Beginning of Year (1)	Principal Incurred This Year	Principal Paid This Year	Current Year Accretion on Compound Interest Bonds	Outstanding at Year End (1)	Plus (less) Unamortized Premium (Discount)	Total Balance
General Obligation Bonds and Notes											
GO Bonds - Authority (guaranteed)	Bond	2012	2023	8,135,000	3,405,000		3,405,000		0		0
PIB Loan	Note	2016	2026	392,192	262,083		38,548		223,535		223,535
GO Bonds - Borough	Bond	2016	2029	6,965,000	5,415,000		460,000		4,955,000		4,955,000
Revenue Bonds and Notes											
Sewer Revenue Bonds (guaranteed)	Bond	2015	2034	5,335,000	5,310,000		5,310,000		0		0
Sewer Revenue Bonds (guaranteed)	Bond	2016	2029	6,540,000	6,375,000		6,375,000		0		0
Lease Rental Debt											
Equipment lease	Capital Leases	2016	2020	92,305	19,520		19,520		0		0
Equipment lease	Capital Leases	2018	2022	137,423	82,377		26,437		55,940		55,940
Vehicle lease	Capital Leases	2019	2023	70,161	55,641		16,850		38,791		38,791
Vehicle lease	Capital Leases	2019	2024	25,099	21,833		4,610		17,223		17,223
Vehicle lease	Capital Leases	2019	2024	35,711	32,594		6,516		26,078		26,078
Vehicle lease	Capital Leases	2019	2024	37,460	36,916		6,721		30,195		30,195
Vehicle lease	Capital Leases	2020	2025	72,113	0	72,113	1,076		71,037		71,037
Vehicle lease	Capital Leases	2020	2024	27,979	0	27,979	5,626		22,353		22,353
Vehicle lease	Capital Leases	2020	2024	38,073	0	38,073	1,207		36,866		36,866
Vehicle lease	Capital Leases	2020	2024	38,688	0	38,688	1,201		37,487		37,487
Vehicle lease	Capital Leases	2020	2024	20,129	0	20,129	1,350		18,779		18,779
Other											

(1) - excludes unamortized premium/discount

Total bonds and notes outstanding

5,178,535

Capitalized lease obligations

354,749

Net debt

5,533,284

GETTYSBURG BORO, ADAMS County
STATEMENT OF CAPITAL EXPENDITURES

December 31, 2020

Category	Capital Purchases	Capital Construction	Total
Community Development			
Electric			
Fire			
Gas System			
General Government	3,967		3,967
Health			
Housing			
Libraries			
Mass Transit			
Parks			
Police	136,683		136,683
Recreation			
Sewer			
Solid Waste			
Streets / Highways	94,087	224,541	318,628
Water			
Other: _____			
TOTAL CAPITAL EXPENDITURES	234,737	224,541	459,278

EMPLOYEE COMPENSATION

Total salaries, wages, commissions, etc. paid this year (including all employees and elected officials)

1,908,989

Independent Public Accountant/Certified Public Accountant Submission Page
Opinion page was provided in lieu of signature page.

SIGNATURE AND VERIFICATION

Signed: Maher Duessel Appointed Auditor/CPA

December 31, 2020

NOTES / COMMENTS

Warnings 29 and 135: The pension plans of the Borough are not reported on the DCED report because they are agent multiple employer plans and the Borough does not hold the assets in a fiduciary capacity. Therefore, no revenue is reported for 388.00 Fiduciary Fund Pension Contributions and no pension expenditures are reported on line 488 in a Fiduciary Fund.

Warning 95: Principal payments do not match the debt statement because the Borough guarantees several of the Municipal Authority's debt issues. This activity is reported on the debt statement as required, however, the principal payments on those debts were made by the Municipal Authority. Principal payments made by the Municipal Authority totaled \$6,200,000 for the year ended December 31, 2020. As a result of the Municipal Authority refunding debt in 2020, the debt is no longer guaranteed by the Borough.

Line 357.00 - The Borough reported a total of \$101,500 in CARES Funds received from the County on line 357.00