

**2020 MUNICIPAL ANNUAL AUDIT  
AND  
FINANCIAL REPORT**

**010453 GETTYSBURG BORO, ADAMS COUNTY**

## Independent Auditor's Report

### **Borough Council Borough of Gettysburg**

(Schedules) included in the 2020 Annual Audit and Financial Report of the Borough of Gettysburg (Borough).

We have audited the Balance Sheet, Statement of Revenues and Expenditures, Debt Statement, and Statements of Capital Expenditures and Employee Compensation – regulatory basis

### **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



## GETTYSBURG BORO, ADAMS County

## BALANCE SHEET

December 31, 2020

		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
<b>Liabilities and Other Credits</b>											
260-269	Long-Term-Liabilities									4,900,385	4,900,385
240-259	Current Portion of Long-Term Debt and Other Credits									632,899	632,899
<b>Total Liabilities and Other Credits</b>		462,911	14,246		780					5,533,284	6,011,221
<b>Fund and Account Group Equity</b>											
281-284	Contributed Capital										
290.00	Investment in General Fixed Assets								28,934,762		28,934,762
270-289	Fund Balance / Retained Earnings on 12/31	1,963,499	664,461	408,910	376,820			8,576			3,422,266
291-299	Other Equity										
<b>Total Fund and Account Group Equity</b>		1,963,499	664,461	408,910	376,820			8,576	28,934,762		32,357,028
<b>TOTAL LIABILITIES AND FUND AND ACCOUNT GROUP EQUITY</b>											38,368,249

**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: _____							
<b>Total Taxes</b>		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
<b>Total Licenses and Permits</b>		136,558						136,558

**Fines and Forfeits**

330-332	Fines and Forfeits	305,132						305,132
<b>Total Fines and Forfeits</b>		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**

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

<b>Federal</b>								
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							
<b>Total Federal</b>			94,848					94,848

<b>State</b>								
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							
<b>Total State</b>		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
<b>Total Local Government Units</b>		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							
<b>Total Charges for Service</b>		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
<b>Total Unclassified Operating Revenues</b>		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
<b>Total Other Financing Sources</b>		320,464			622,383			942,847

**TOTAL REVENUES**

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

**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
<b>Total General Government</b>		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							
<b>Total Public Safety</b>		1,685,610	83,015					1,768,625

**Health and Human Services**

420.00-425.00	Health and Human Services							
<b>Total Health and Human Services</b>								

**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							
<b>Total Public Works - Sanitation</b>								

**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**

<b>Public Works - Highways and Streets</b>								
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
<b>Total Public Works - Highways and Streets</b>		637,663	71,521					709,184

<b>Other Public Works Enterprises</b>								
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							
<b>Total Other Public Works Enterprises</b>		287,632						287,632

<b>Culture and Recreation</b>								
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**

<b>Culture and Recreation</b>								
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							
<b>Total Culture and Recreation</b>		112,422		9,110				121,532

<b>Community Development</b>								
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
<b>Total Community Development</b>		45,000	148,848					193,848

<b>Debt Service</b>								
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
<b>Total Debt Service</b>		75,451		29,580	623,944			728,975

<b>Employer Paid Benefits and Withholding Items</b>								
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**

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

<b>Insurance</b>							
486.00	Insurance, Casualty, and Surety	100,811					100,811
<b>Total Insurance</b>		100,811					100,811

<b>Unclassified Operating Expenditures</b>							
488.00	Fiduciary Fund Benefits and Refunds Paid						
489.00	All Other Unclassified Expenditures						
<b>Total Unclassified Operating Expenditures</b>							

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

<b>TOTAL EXPENDITURES</b>		5,151,638	313,549	38,690	623,964		6,127,841
---------------------------	--	-----------	---------	--------	---------	--	-----------

<b>EXCESS/DEFICIT OF REVENUES OVER EXPENDITURES</b>		-43,594	120,310	-31,938	5,857		50,635
---	--	---------	---------	---------	-------	--	--------

## 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
<b>General Obligation Bonds and Notes</b>											
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
<b>Revenue Bonds and Notes</b>											
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
<b>Lease Rental Debt</b>											
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
<b>Other</b>											

(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: _____			
<b>TOTAL CAPITAL EXPENDITURES</b>	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