

FINANCE COMMITTEE MINUTES
SEPTEMBER 17, 2015 4:00 PM

IN ATTENDANCE: Chair: John Butterfield, Robert Krummerich-Council, Nicolette James-Finance Director, Charles Gable-Borough Manager,

OTHERS IN ATTENDANCE: Sal Urbano (*Mid-Atlantic Manager, Virtual Towns & Schools*), Michael Birkner (*Council*), Len Andrews (*Council*), Becky Brown (*Council*), Scott Dellet (*Planning Director*), Judie Butterfield, Dennis Bevenour (*Gettysburg Borough Police*) and Jim Hale representing the *Gettysburg Times*,

Chairman John Butterfield called the meeting to order at 4:00 pm.

Minutes from the August 20, 2015 Finance Committee meeting were approved.

PUBLIC COMMENT: None

SPECIAL PRESENTATION: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Virtual Towns & Schools: Mr. Gable stated that a renovation of the Borough's website is something that staff would like to incorporate into the 2016 Budget. The website we currently have is useful, however with the direction our community is moving in with the changes to the parking garage and online payments and those types of technology, a more useful website would be beneficial to the public. Mr. Gable proceeded to introduce Mr. Sal Urbano to the Committee and asked him to brief everyone on his company and what they do.

Mr. Sal Urbano spoke to the Committee about his company which develops websites for municipalities that are "user friendly" for the public to find information more easily and quicker.

Mrs. Judie Butterfield talked about the positive feedback and information she had from people in other municipalities that are currently using this type of website design. Detective Dennis Bevenour expressed his belief that this type of website development would be helpful communicating with the public.

Mr. Butterfield expressed his concern about how much time would be needed to keep the website updated and how it would increase the current workload of borough staff that would be responsible for the updates to the website. Mr. Gable stated that Mrs. Butterfield has agreed to continue maintaining our website, but we need to get staff to where we have the ability to maintain operations should something happen that Mrs. Butterfield would no longer be able to help us with this. The idea is to have department heads cross-trained to maintain the website in the event that Mrs. Butterfield could no longer assist with this.

Audit Finding:

Mr. Butterfield noted that there is a recommendation from the auditors that we get more information with respect to the amount of Pillow Tax the Borough receives from the County. Mr. Gable said he'd work on the problem.

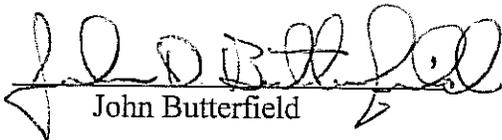
Staff Tasking:

Mr. Butterfield asked that this discussion be held for a later date due to time constraints.

Meeting was adjourned at 5:00pm

The next Finance Committee meeting will be on October 15, 2015 at 4:00 pm.

Approved by Chairman,


John Butterfield