

**TOWNSHIP OF ABINGTON
BOARD OF COMMISSIONERS**

July 14, 2016

7:00 P.M.

CALL TO ORDER

**ROLL CALL ZAPPONE, SPIEGELMAN, SANCHEZ, ROTHMAN, MYERS,
MARKMAN, SCHREIBER, BOWMAN, DiPLACIDO, FARREN,
GILLESPIE, HECKER, KALINOSKI, KLINE, LUKER**

**Township Manager LEFEVRE
Assistant Manager WEHMEYER
Township Tax Collector BLUMENTHAL
Township Solicitor CLARKE
Chief of Police KELLY
Finance Director BARRON
Township Engineer POWERS
Director of Code Enforcement MATTEO
Director of Parks & Recreation WENDELL
Director of Public Works MICCIOLO
Director of W.W.T.P. WRIGLEY
Fire Marshal CLARK
Community Development Director STROTHER**

PLEDGE OF ALLEGIANCE

PRESENTATION

Presentation of Awards

**Call on Commissioner Drew Sharkey of Cheltenham Township,
President of the Pennsylvania State Association of Township
Commissioners and Commissioner R. Samuel Valenza of Upper
Moreland, President of the Montgomery County Association of
Township Commissioners.**

**Presentation of the 2016 Robert W. Montgomery Award to M. Winifred
Morgan**

Call on Commissioner Markman

PRESENTATION

Presentation of Police Class III Commendation Plaques for:

**Officer Drew Kent
Officer Troy Senne
Officer Andy Gibbs
Sergeant Chris Porter
Call on Chief Kelly**

Presentation of Certificate for:

**County Dispatcher Jordan Bandy
Call on Chief Kelly**

APPROVAL OF MINUTES

Board of Commissioners meeting of June 9, 2016

**Tom Hecker, Director
Tom Farren, Asst. Director
Steven Kline
Peggy Myers
Drew Rothman**

**ABINGTON TOWNSHIP
BOARD OF COMMISSIONERS**

(1) PUBLIC WORKS

PW1. Old Welsh Road – Sanitary Sewer Project

Motion to approve and enter into contract with N. Abbonizio Contractors, Inc. for the Old Welsh Road Sanitary Sewer Project Phase 1 – Contract No. 149 in the amount of \$956,415.00; to be funded from Sanitary Sewer Retained Earnings.

PW2. York Road and The Fairway Engineering Design Expenditure

Motion to authorize the expenditure of \$25,200 for engineering design for the intersection of York Road and The Fairway with the funds to be drawn from Contingency fund account number 01-01-002-5299.

PW3. Ordinance No. 2122 - Intergovernmental Agreement – Alternative TMDL – Wissahickon Creek Watershed

Motion to advertise Ordinance No. 2122 to approve the Intergovernmental Agreement between the Wissahickon Watershed Municipalities and Wastewater Treatment Plants to work together in developing an Alternative TMDL Plan for the Watershed.

Ben Sanchez, Director
Michael Markman, Asst. Director
Jimmy DiPlacido
Dennis Zappone
Carol Gillespie

**ABINGTON TOWNSHIP
BOARD OF COMMISSIONERS**

(2) CODE ENFORCEMENT AND LAND DEVELOPMENT

THE COMMITTEE HAD NO BUSINESS AT THIS TIME

Lori Schreiber, Director
Jimmy DiPlacido, Asst. Director
Tom Bowman
John Spiegelman
Stephen Kalinoski

ABINGTON TOWNSHIP
BOARD OF COMMISSIONERS

(3) PUBLIC SAFETY

- PS1. Ordinance No. 2120 – To Amend Chapter 156 “Vehicles and Traffic” Article II “Traffic Regulations” Section 9 “One Way Highways Established” Section 9.1 “Do-Not-Enter Signs” and Article III “Parking Regulations” Section 25 “Parking Prohibited At All Times; No Parking Between Signs; No Parking Here To Corner; Parking Prohibited Except Certain Hours; No Stopping Or Standing” Section 28 “Special Purpose Parking Zones”

Motion to adopt Ordinance No. 2120 amending Chapter 156 (Vehicles and Traffic) Article II (Traffic Regulations) Section 9 – (One Way Highways Established), Section 9.1 (Do-Not-Enter Signs) and Article III (Parking Regulations) Section 25 (Parking Prohibited At All Times; No Parking Between Signs; No Parking Here To Corner; Parking Prohibited Except Certain Hours; No Stopping Or Standing), Section 28 (Special Purpose Parking Zones).

- PS2. Ordinance No. 2121 – To Amend Chapter 156 “Vehicles and Traffic” Article II “Traffic Regulations” Section 14 “Stop Intersections” and Article III “Parking Regulations” Section 25 “Parking Prohibited At All Times; No Parking Between Signs; No Parking Here To Corner; Parking Prohibited Except Certain Hours; No Stopping Or Standing”

Motion to advertise Ordinance No. 2121 amending Chapter 156 (Vehicles and Traffic) Article II (Traffic Regulations) Section 14 – (Stop Intersections) and Article III (Parking Regulations) Section 25 – (Parking Prohibited At All Times; No Parking Between Signs; No Parking Here To Corner; Parking Prohibited Except Certain Hours; No Stopping or Standing) for adoption at the regularly scheduled meeting of the Board of Commissioners on August 11, 2016 at 7:30 p.m.

PS3. Seventh Conditional Appointment – Probationary Police Officer

Motion to appoint candidate Charles Nicholas, Jr. from the certified Civil Service Eligibility List to the position of Probationary Police Officer provided he successfully completes the Background, Physical and Psychological tests and all entry requirements of the Municipal Police Officers' Education and Training Commission for Act 120 Training. Appointment will be effective July 18, 2016.

PS4. Eighth Conditional Appointment – Probationary Police Officer

Motion to appoint candidate Adrian Cehelsky-DeAngelo from the Certified Civil Service Eligibility List to the position of Probationary Police Officer provided he successfully completes the Background, Physical and Psychological tests and all entry requirements of the Municipal Police Officers' Education and Training Commission for Act 120 Training. Appointment will be effective September 12, 2016.

**John Spiegelman, Director
Tom Bowman, Asst. Director
Lori Schreiber
Drew Rothman
Stephen Kalinoski**

**ABINGTON TOWNSHIP
BOARD OF COMMISSIONERS**

(4) PUBLIC AFFAIRS

PA1. Resolution no. 16-021 – One-Year Action Plan and Community Development Block Grant Budget

Motion to adopt Resolution No. 16-021 approving Abington Township’s 2016 One-Year Action Plan and Community Development Block Grant Budget.

PA2. Resolution No. 16-022 – Substantial Amendment to Community Development Block Grant Budgets

Motion to adopt Resolution No. 16-022 approving the Substantial Amendment to Abington Township’s Community Development Block Grant Budgets for Fiscal Year’s 2013, 2014, 2015 and 2016.

PA3. 2016 HUD Program – Architectural and Engineering Contract – Crestmont Park Community Facility and Ardsley Community Center

(1) Motion to approve and enter into a contract with Kimmel Bogrette for the preparation of construction documents for a new community facility at Crestmont Park in the amount of \$78,000.00.

(2) Motion to approve and enter into a contract with AH Adams & Company for accessibility modifications at the Ardsley Community Center in the amount of \$13,125.00.

The entire amount to be paid with HUD funds and no Township funds.

PA4. Ordinance No. 2123 - No Smoking in the Township Parks and Playgrounds

Motion to approve the advertising of Ordinance No. 2123 which prohibits smoking in Township parks and playgrounds.

PA5. Lubavitch Agreement

Motion to approve a one-year lease extension effective August 1, 2016 with the Lubavitch of Abington at Alverthorpe Manor at the rate of \$17,047.00 annually.

PA6. Policy on Public Comment

Motion to approve Resolution No. 16-023 revising Rules of Procedures for meetings of the Board of Commissioners to provide for public comment at the beginning of each meeting on any item listed on the Agenda and also at the end of each meeting for all other matters.

PA7. Time Change – Board of Commissioners Meeting on 07-14-2016

DELETED

PA8. Crestmont and Penbryn Pool Diving Boards

Motion to authorize the expenditure of \$7,600 for Crestmont and Penbryn diving boards with the funds to be drawn from Contingency Fund Account Number 01-01-002-5299.

BOARD ACTION REQUEST

PUBLIC AFFAIRS COMMITTEE

July 14, 2016

DATE

PA6

AGENDA ITEM NUMBER

DEPARTMENT

AGENDA ITEM

TOWNSHIP MANAGER

Administration

Resolution No. 16-023
Policy on Public Comment

ny

PREVIOUS ACTIONS

October 2005 – The Board of Commissioners adopted by Resolution Rules of Procedure for Meetings of the Board and its standing Committees.

April 2012 – Resolution No. 12-010 Rule No. 5 revised pertaining to Public Comment of the Rules of Procedures for meetings of the Board of Commissioners to provide for resident comment on both agenda and non-agenda matters at the beginning of each meeting with speakers allotted up to three (3) minutes during each session. (Motion tabled and referred back to Committee).

April 2014 – Resolution No. 14-007 Setting forth Rules for Committee meetings and meetings of the Board of Commissioners.

RECOMMENDED BOARD ACTION

Motion to approve Resolution No. 16-023 revising Rules of Procedures for meetings of the Board of Commissioners to provide for public comment at the beginning of each meeting on any item listed on the Agenda and also at the end of each meeting for all other matters.

COMMENTS

The proposed change on Public Comment will only apply to the Board of Commissioners meetings (not Committee meetings).

On those months where Committee meetings are not held (August, January), the public will be afforded the opportunity to address the Board of Commissioners on each agenda item.

**TOWNSHIP OF ABINGTON
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. 16-023

**A RESOLUTION SETTING FORTH PROCEDURES FOR MEETINGS OF THE
BOARD OF COMMISSIONERS OF THE TOWNSHIP OF ABINGTON**

The Board of Commissioners of the Township of Abington does hereby **RESOLVE** as follows:

1. **Purpose.** The purpose of this Resolution is to formally state the procedures to be followed at meetings of the Committees of the Board of Commissioners and meetings of the Board of Commissioners of the Township of Abington, for the information and reference of all interested parties.

2. **Committee Meetings.**

Traditional, in-depth, detailed discussions of agenda items before the Board of Commissioners are held during each committee meeting. Public participation is encouraged. The five main committees that meet monthly are Public Works, Code Enforcement & Land Development, Public Safety, Public Affairs and Finance. A brief description of the subjects each committee addresses is as follows:

Public Works: Engineering Department (storm water management project), Streets Department (paving, curbing, snow removal, etc.), Refuse Department (trash collection, recycling, etc.) and Sewer Treatment Plant (sanitary sewer system, plant operations, etc.)

Code Enforcement & Land Development: Subdivisions, Land Development projects, Property Maintenance.

Public Safety: Police Department, Fire Department, EMS.

Public Affairs: Parks & Recreation Department, Liaison for Human Relation Commission, Environmental Advisory Council, Shade Tree Commission, Library and Economic Development Committee.

Finance: Budget, Revenue and Expenses.

Ordinances to be considered for adoption will be discussed during the meeting of the committee whose business is most closely related to the ordinance.

Committee meetings are traditionally held on the Monday (Public Works and Code Enforcement & Land Development) and Wednesday (Public Safety and Public Affairs) the week prior to the Board of Commissioner's Business meeting. The Finance

Committee meeting meets the third Tuesday of each month. Residents are encouraged to consult the township calendar and website to confirm meeting dates and times, because conflicting events occasionally require that Committee meetings be held on other than the traditional days.

Committee Meeting Procedures:

- A. Each agenda item will be read by the presiding director of the committee.
- B. After the agenda item is read and seconded, the presiding director may ask for an explanation by an applicant/consultant, staff member, or a commissioner responsible for or most familiar with the agenda item.
- C. During or after the explanation, the members of the committee and any other commissioners in attendance may ask questions or make comments concerning the agenda item.
- D. The presiding director will then ask for comments by any staff member
- E. The presiding director will then ask for any public comment. The public is asked to follow these guidelines:
 - i. Each speaker is to come up to the podium in the center of the Board Room and use the microphone. If speaker is unable to get to the podium a wireless microphone can be provided.
 - ii. Each speaker will be asked to state their name and address for the record.
 - iii. Each speaker will have up to three (3) minutes to make their comments. When speaking to a specific agenda item, please keep your comments relevant to that item.
 - iv. Each speaker may speak one time per agenda item. If the speaker exceeds three (3) minutes, the presiding director will advise the speaker to close their comments.
 - v. During the public comment period, the speaker may comment and/or ask questions. If a question cannot be answered at the time of the meeting, their commissioner or a staff member will follow up in a timely manner. Public comment is encouraged; however, debate will be discontinued at the discretion of the presiding director.

- vi. All comments are to be addressed to the presiding director and questions will be handled after the speaker's comments are completed.
 - vii. Upon completion of comments, all speakers will be asked to be seated. At that time, the committee director, other commissioner(s) and/or staff may address the speaker's comments or questions.
- F. Each agenda item will be read by the presiding director of the committee.
 - G. After the agenda item is read and seconded, the presiding director may ask for an explanation by an applicant/consultant, staff member, or a commissioner responsible for or most familiar with the agenda item.
 - H. During or after the explanation, the members of the committee and any other commissioners in attendance may ask questions or make comments concerning the agenda item.
 - I. The presiding director will then ask for comments by any staff member.

3. Board of Commissioners Meetings

The Board of Commissioners meeting is held on the second Thursday of the month. Residents are encouraged to consult the township calendar and website to confirm meeting dates and times, because conflicting events occasionally require that Board meetings be held on other than second Thursday of the month. Any presentation and awards will be conducted at the beginning of the meeting. The Board of Commissioners will formally act on all agenda items listed. Committee agendas will be read in the following order:

Public Works

Code Enforcement & Land Development

Public Safety

Public Affairs

Finance

Pension (if applicable)

Board of Commissioners Meeting Procedures:

- A. The presiding officer will ask for any comments by the public on agenda items. The public is asked to follow these guidelines:
- i. Each speaker is to come up to the podium in the center of the Board Room and use the microphone. If speaker is unable to get to the podium a wireless microphone can be provided.
 - ii. Each speaker will be asked to state their name and address for the record.
 - iii. Each speaker will have one opportunity to speak up to three (3) minutes to make their comments related to agenda items. Please keep your comments relevant to those items.
 - iv. If the speaker exceeds three (3) minutes, the presiding officer will advise the speaker to close their comments.
 - v. During the public comment period, the speaker may comment and/or ask questions. If a question cannot be answered at the time of the meeting, their commissioner or a staff member will follow up in a timely manner. Public comment is encouraged; however, debate will be discontinued at the discretion of the presiding director.
 - vi. All comments are to be addressed to the presiding director and questions will be handled after the speaker's comments are completed.
 - vii. Upon completion of comments, all speakers will be asked to be seated. At that time, the presiding officer, other commissioner(s) and/or staff may address the speaker's comments or questions.
- B. The presiding officer of the meeting, at their discretion, may allow public comment on non-agenda items to occur prior to the Board of Commissioners considering the agenda items listed. On occasion an agenda item by its complex nature, such as a land development or change in zoning, may generate the need for additional public insight. In these cases, the presiding officer, again at his or her discretion, may allow additional public comment before considering that specific agenda item. Speakers will be asked to follow the rules under Subparagraph A of this section of the Resolution.
- C. Each agenda item motion will be read by the presiding officer.

- D. Once the agenda item is read, the presiding officer will ask for any comments by Commissioners.
- E. After the Commissioner's comments are completed the presiding officer will ask for any comments by staff.
- F. The Board of Commissioners will then vote on the agenda item.
- G. No foul language or the maligning of others will be tolerated.
- H. There will be no public comment after the completion of each committee's agenda. However, the public will be afforded another public comment opportunity on any topic related to the township after all agenda items have been handled, at the end of the meeting. The public is expected to follow the same rules for public comment as listed in Paragraph A. of this section.
- I. All of the above is subject to change at the presiding officer's discretion, provided that no such change shall be in violation of the Sunshine Act.
- J. On those months when Committee meetings are not held (August, January), public comment will be solicited before each item on the agenda is considered.
- K. All of the above is subject to change at the presiding officer's discretion, provided that no such change shall be in violation of the Sunshine Act.

RESOLVED and ADOPTED this ____ day of _____, 20__.

TOWNSHIP OF ABINGTON

Attest:

Michael LeFevre, Secretary

By:

Wayne C. Luker, President
Board of Commissioners

**TOWNSHIP OF ABINGTON
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION 14-007

**A RESOLUTION SETTING FORTH PROCEDURES FOR MEETINGS OF THE
COMMITTEES OF THE BOARD OF COMMISSIONERS AND MEETINGS OF
THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF ABINGTON**

The Board of Commissioners of the Township of Abington does hereby **RESOLVE** as follows:

1. **Purpose.** The purpose of this Resolution is to formally state the procedures to be followed at meetings of the Committees of the Board of Commissioners and meetings of the Board of Commissioners of the Township of Abington, for the information and reference of all interested parties.

2. **Committee Meetings.**

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Public Safety: Police Department, Fire Department, EMS.

Public Affairs: Parks & Recreation Department, Liaison for Human Relation Commission, Environmental Advisory Council, Shade Tree Commission, Library and Economic Development Committee.

Finance: Budget, Revenue and Expenses.

Ordinances to be considered for adoption will be discussed during the meeting of the committee whose business is most closely related to the ordinance.

Committee meetings are traditionally held on the Monday (Public Works and Code Enforcement & Land Development) and Wednesday (Public Safety and Public

Affairs) the week prior to the Board of Commissioner's Business meeting. The Finance Committee meeting meets the third Tuesday of each month. Residents are encouraged to consult the township calendar and website to confirm meeting dates and times, because conflicting events occasionally require that Committee meetings be held on other than the traditional days.

Committee Meeting Procedures:

- A. Each agenda item will be read by the presiding director of the committee.
- B. After the agenda item is read and seconded, the presiding director may ask for an explanation by an applicant/consultant, staff member, or a commissioner responsible for or most familiar with the agenda item.
- C. During or after the explanation, the members of the committee and any other commissioners in attendance may ask questions or make comments concerning the agenda item.
- D. The presiding director will then ask for comments by any staff member
- E. The presiding director will then ask for any public comment. The public is asked to follow these guidelines:
 - i. Each speaker is to come up to the podium in the center of the Board Room and use the microphone. If speaker is unable to get to the podium a wireless microphone can be provided.
 - ii. Each speaker will be asked to state their name and address for the record.
 - iii. Each speaker will have up to three (3) minutes to make their comments. When speaking to a specific agenda item, please keep your comments relevant to that item.
 - iv. Each speaker may speak one time per agenda item. If the speaker exceeds three (3) minutes, the presiding director will advise the speaker to close their comments.
 - v. During the public comment period, the speaker may comment and/or ask questions. If a question cannot be answered at the time of the meeting, their commissioner or a staff member will follow up in a timely manner. Public comment is encouraged; however, debate will be discontinued at the discretion of the presiding director.

- vi. All comments are to be addressed to the presiding director and questions will be handled after the speaker's comments are completed.
 - vii. Upon completion of comments, all speakers will be asked to be seated. At that time, the committee director, other commissioner(s) and/or staff may address the speaker's comments or questions.
- F. The presiding director will then call for the vote on the motion.
- G. No foul language or the maligning of others will be tolerated.
- H. At the end of each agenda for each committee meeting the presiding director will ask for general public comment regarding issues relevant to the specific committee. The same rules listed in Paragraph E. of this section are to be followed by any speaker during this general comment period.
- I. All of the above is subject to change at the presiding director's discretion, provided that no such change shall be in violation of the Sunshine Act.

3. Board of Commissioners Meetings

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Public Works

Code Enforcement & Land Development

Public Safety

Public Affairs

Finance

Pension (if applicable)

Board of Commissioners Meeting Procedures:

- A. The presiding officer of the meeting, at their discretion, may allow public comment to occur prior to the Board of Commissioners considering the agenda items listed. Speakers who choose to use this public comment period are required to limit their comments to township related issues and not items listed on the agenda. Speakers will be asked to follow the rules under Paragraph E. of this section of the resolution.
- B. Each agenda item motion will be read by the presiding officer.
- C. Once the agenda item is read, the presiding officer will ask for any comments by Commissioners.
- D. After the Commissioner's comments are completed the presiding officer will ask for any comments by staff.
- E. After the staff comments are completed the presiding officer will ask for any comments by the public. The public is asked to follow these guidelines:
 - i. Each speaker is to come up to the podium in the center of the Board Room and use the microphone. If speaker is unable to get to the podium a wireless microphone can be provided.
 - ii. Each speaker will be asked to state their name and address for the record.
 - iii. Each speaker will have up to three (3) minutes to make their comments. When speaking to a specific agenda item, please keep your comments relevant to that item.
 - iv. Each speaker may speak one time per agenda item. If the speaker exceeds three (3) minutes, the presiding officer will advise the speaker to close their comments.
 - v. During the public comment period, the speaker may comment and/or ask questions. If a question cannot be answered at the time of the meeting, their commissioner or a staff member will follow up in a timely manner. Public comment is encouraged; however, debate will be discontinued at the discretion of the presiding director.
 - vi. All comments are to be addressed to the presiding director and questions will be handled after the speaker's comments are completed.

vii. Upon completion of comments, all speakers will be asked to be seated. At that time, the presiding officer, other commissioner(s) and/or staff may address the speaker's comments or questions.

F. The Board of Commissioners will then vote on the agenda item.

G. No foul language or the maligning of others will be tolerated.

H. There will be no public comment after the completion of each committee's agenda. The public will be afforded public comment on any topic related to the township after all agenda items have been handled at the end of the meeting. The public is expected to follow the same rules for public comment as listed in Paragraph E. of this section.

J. All of the above is subject to change at the presiding officer's discretion, provided that no such change shall be in violation of the Sunshine Act.

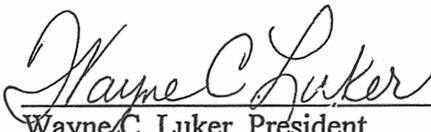
RESOLVED and **ADOPTED** this 10th day of April, 2014.

TOWNSHIP OF ABINGTON

Attest:



Michael LeFevre, Secretary

By: 

Wayne C. Luker, President
Board of Commissioners

**Steven Kline, Director
Tom Hecker, Asst. Director
Tom Farren
Ben Sanchez
Wayne Luker**

ABINGTON TOWNSHIP BOARD OF COMMISSIONERS

(5) FINANCE COMMITTEE

Treasurer's Report: Call on Township Treasurer Jay W. Blumenthal

FC1. Expenditures/Salaries and Wages

Motion to:

- (A) Approve the May expenditures as previously circulated to the Board, in the amount of \$3,738,816.18 and salaries and wages in the amount of \$1,720,001.35.**
- (B) Authorize the proper officials to sign vouchers in payment of bills and contracts as they mature through the month of August 2016.**

(Motion and Roll Call)

FC2. Training and Conference Expenses

Motion to approve the Advance and Travel Expense activity for May 2016 as previously circulated to the Board. Advance and Travel Expense reports were \$0.00 and \$3,820.47 respectively.

Five-month expenses totaled \$20,243.09.

FC3. Clearing Fund/Deferred Revenue and Expense/Petty Cash

Motion to approve the Clearing Fund, the Deferred Revenue/Expense activity and Petty Cash balances for the month of May as previously circulated to the Board.

Clearing fund receipts and disbursements for the month of May 2016 were \$20,868.43 and (\$19,739.89), respectively.

Deferred Revenue/Expense receipts and disbursements for the month of May 2016 were \$25.00 and (\$0.00) respectively.

FC4. Acceptance of 2015 Township of Abington CAFR and Audited Financial Statements, Single Audit Report and Agreed Upon Procedures

Motion to accept December 31, 2015 Township of Abington CAFR and Audited Financial Statements, Single Audit Report and Agreed Upon Procedures, as presented by Township independent auditors, Barbacane, Thornton & Company, LLC.