



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, January 18, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilmen Tim Kress and Carol Greenholt
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
- Hanover Area Volunteer Fire and Rescue Representatives Jeffrey Spielman and Ray Kinsey
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- EMA Coordinator Jeff Waltman, Solicitor Gold (via phone), Manager Tammi Ledley, and Hanover Area Volunteer George Zimmerman

The meeting was called to order by Chief Clousher at 5:30 p.m. Secretary Wetzel completed roll call; seven (7) voting members were present, there is a quorum.

Chief Clousher oversaw the 2024 Board Reorganization:

Members who were approved in December 2023 by and to represent their respective municipality as a Hanover Area Fire and Rescue Commission board members:

- Penn Township Representatives: Commissioners Mark Elksnis, Pamela Berlingo, and Alternate Justin Heiland
- Hanover Borough Representatives: Councilmen William Reichart, Tim Kress, and Alternate Carol Greenholt
- Hanover Area Volunteer Fire and Rescue Representatives: Jeffrey Spielman, Ray Kinsey, and Alternate George Zimmerman
- Member at large: Michael Newman

Board Appointments:

- Motion to reappoint as Chairman, Michael Newman, made by Commissioner Elksnis, seconded by Councilman Kress. Motion carried unanimously.
- Motion to appoint as Vice-Chairman, Mark Elksnis, made by Commissioner Berlingo, seconded by Councilman Kress. Motion carried unanimously.
- Motion to reappoint as Secretary, April Wetzel, made by Mr. Kinsey, seconded by Councilman Kress. Motion carried unanimously.
- Motion to appoint as Treasurer, tabled.

Committees Membership:

- Finance & Personnel: Councilman Kress, Commissioner Berlingo, Mr. Kinsey
- Facilities & Apparatus: Commissioner Elksnis, Councilman Reichart, Mr. Spielman

Announcement of Executive Session: None.

Public Comment: None.

Consent Agenda Approval:

- Councilman Kress moved for the approval of all three items on the Consent Agenda for December 2023. Seconded by Mr. Kinsey, motion carried unanimously.

Treasurers Report:

- The Commission ended the year over budgeted by \$27,364.89. Chief Clousher stated that this is due to the sprinkler systems installed at Clearview and Wirt Park for the FEMA Grant. Invoices were paid prior to the end of the fiscal year and reimbursement of funds are just now being released.
- Chief Clousher reported that Mr. Shelton from the Hanover Borough is working on getting the Commission a proposal from a firm that can provide both auditing services as well as review finances monthly.

Committee Reports:

- Finance/Personnel:
 - Motion made by Councilman Kress and seconded by Mr. Spielman to approve establishing a checking account for EMA, separating funds from the Commission funds. Motion carried unanimously.
 - Motion made by Mr. Spielman and seconded by Mr. Kinsey to approve the Memorandum of Agreement (MOA) for the position of Advance EMT. Motion carried unanimously.
 - Chief Clousher reported that the committee is in the process of checking references for one of the payroll companies that can provide HR and payroll support.
- Facilities & Apparatus:
 - The sprinkler systems at Clearview and Wirt Park are almost completed.
 - The Utility truck is back in service; however, still waiting for some parts for the emergency brake and center console to come in.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- The EMS staff meeting is scheduled for February 1st to go over some operational issues with staff as well as introducing the new medical director, Dr. Goldhahn from UPMC.
- Chief Clousher took a moment to recognize staff members that will meet years of service milestones in 2024.
- Commendations were given to EMT Tessa Richardson, Firefighter Randy Angel and Firefighter Joshua Hale who cared for a patient during a 3-vehicle collision who was successfully resuscitated and discharged home.
- Commendations were given to Captain Bryan Spickler, Firefighter Harrison Jones, and Firefighter Brett Riser for rescuing two unconscious patients from a home with high levels of carbon monoxide.
- Kim Clousher presented Chairman Newman and the Commission with a check for \$6,228.59 that was donated from the Michael Krecko Estate.

EMA Report:

- On January 5th representatives from local shelters met for their first meeting and put together a poster showing the services that can provide temporary shelter and/or food in the Borough of Hanover.
- Posters will be handed out to all the local fire and police stations to distribute to the public.
- The Emergency Management Agency seminar for elected officials is being held on February 17th.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.
- Volunteer President Jeffrey Spielman and Treasurer Maynard Becker presented Chairman Newman and the Commission with a check for \$35,881.94 for the annual interest of the Volunteer owned Public Safety Trust Funds.

Unfinished Business: None.

New Business:

- Jeffrey Spielman requested using the Clover Lane Station for the volunteer swearing in ceremony which will be held sometime in February or March depending on Representative Kate Klunk's schedule.

Public Comment:

- Jeff Waltman took a moment to personally recognize all the career, volunteer and EMS staff for their efforts going above and beyond the call of duty.

At 6:03 p.m. motion to adjourn made by Mr. Kinsey, second by Commissioner Elksnis. Motion carried unanimously.

The next scheduled meeting will be held on February 15, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary



Hanover Area Volunteer Fire and Rescue

P.O. Box 473

Hanover, PA 17331

717.637.6671 www.79firevolunteers.com

Commission Meeting Presentation

January 18, 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. Volunteer Property Tax Rebate Program

- Once again, we would like to thank the York County Commissioners for recognizing the value and importance of our volunteer service to the community and county
- Here is a quick snapshot of our recently completed program
 - 27 Volunteer members have successfully completed the program
 - All of the participants exceeded their goals
 - The top 5 participants were all active 1st responders – their individual goals were 100 points each –

R. Angel	393 points
R. Kinsey	334 points
J. Misner	330 points
S. Moore	315 points
P. Zartman	286 points

Congratulations to all of the participating volunteers!

2. HAVFR Relief Association Update

- Our Relief Association has completed another successful year of providing funding for necessary goods and services to support and maintain essential functions of Company 79
- During the year of 2023, this valuable service has provided financial relief totaling \$95,750.74
- We congratulate our Relief Association for their dedicated service to Company 79

3. Volunteer Financial Obligation

- This evening, in accordance with our service agreement, our President and Treasurer will present a check to the Commission to fulfill our Fire/EMS obligation for 2023 – these monies are derived from the annual interest of the Volunteer owned Public Safety Trust Funds
- At this time, I would like to call forward our Volunteer President Jeff Spielman and Treasurer Maynard Becker and Commission Chairman Mike Newman for the check presentation
- This year we are proud to present a check to the Commission in the amount of \$35,881.94



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, February 15, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilmen Tim Kress and William Reichart
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
- Hanover Area Volunteer Fire and Rescue Representatives Jeffrey Spielman and George Zimmerman
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- EMA Coordinator Jeff Waltman
- Solicitor Gold (via phone)

The meeting was called to order by Chairman Newman at 5:30 p.m. Secretary Wetzel completed roll call; seven (7) voting members were present, there is a quorum.

Announcement of Executive Session: There will be an Executive Session held after the meeting to discuss personnel matters.

Public Comment: None.

Consent Agenda Approval:

- Councilman Kress moved for the approval of all three items on the Consent Agenda for January 2024. Seconded by Mr. Zimmerman, motion carried unanimously.

Treasurers Report: No Report

Committee Reports:

- Finance/Personnel:
 - Councilman Kress reported the Committee reviewed the 2023 Profit and Loss with nothing significant to report at this time.
- Facilities & Apparatus:
 - Mr. Spielman reported that there are no issues to report, and everything is in good working condition at this time.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- The new Medical Director, Dr. Goldhahn, was introduced at the recent EMS staff meeting.
- Chief Clousher is in the process of scheduling a meeting with Brown Schultz Sheridan & Fritz to review their proposal to become the Commission's financial advisor.
- The committee is scheduling a second meeting with Paytime to review their proposal that would provide HR support to the Commission.

- Chief Clousher is working on putting together prices for the new Medic unit that was budgeted for this year.
- March 2nd is the final day for the “all you need to ride day” event where staff can receive all their certificates to ride for the year.
- The new Penn Township firefighter will start the fire academy on March 5th.
- The department will take a moment on March 12th in remembrance of Earl Shoemaker.
- March 23rd is the Penn Township Easter Egg Hunt.

EMA Report:

- Mr. Waltman is currently in the process of updating the Emergency Operations plan.
- If anyone is interested in assisting Emergency Management, they should contact Mr. Waltman for more information.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.
- The dates for the Chicken Barbecues this year will be held on May 18th and August 17th.

Unfinished Business: None.

New Business: None.

Public Comment: None.

At 5:43 p.m. motion to adjourn made by Councilman Reichart, second by Commissioner Elksnis. Motion carried unanimously.

The next scheduled meeting will be held on March 21, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary



Hanover Area Volunteer Fire and Rescue

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Hanover, PA 17331

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Commission Meeting Presentation

February 15, 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. Chicken Bar-B-Que

- It is my understanding that Chef 79 has been pricing charcoal and stalking local poultry farms to search for his “grill mates” for the upcoming BBQ – he is planning to make his red chef hat appearance this year on May 18th and August 17th – please consider supporting these fundraising events

2. Museum Update

- As you know, the Christmas season train garden was a huge success, the volunteer spirit was alive and well again this past year - over 3400 visitors! doing the math, in 21 days of operation that averages out to approximately 162 visitors a day – it was great to witness this Hanover Area Christmas tradition alive and well in our community made possible by the volunteers and their supporters - the displays surely brought back many memories for those who had trains at Christmas as children and develop new memories for others - please support their fine work in the community by stopping by for a visit, joining their growing membership, and/or making a donation - we salute our brothers and sisters for their dedication and commitment to perpetuating the long-standing fire service to this community

3. Oath of Office Ceremony

- As I have mentioned previously, the Volunteer Organization has a new slate of Officers and Appointees for the next two years - we believe it is important to operate as a respectful business with an emphasis on trust, honor, and truth when it comes to managing people, decision-making, daily operations, financial responsibility, and public trust
- We believe it is important to instill and reinforce values in all of our officers and appointees – the **Oath of Office** ceremony promotes responsibility, confidence, honor, and trust in the managers of our organization
 - PA Representative Kate Klunk has accepted our invitation to assist us with the Oath of Office ceremony at the Clover Lane Station – we offer an invitation to the elected and appointed Officers of the Hanover Area Fire and Rescue Commission to participate in the ceremony – details will follow in the near future



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, March 21, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Borough Councilmen William Reichart and Carol Greenholt
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
- Hanover Area Volunteer Fire and Rescue Representatives Jeffrey Spielman and Ray Kinsey
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- Hanover Borough Manager Margaret Lewis
- Penn Township Manager Tammi Ledley
- EMA Coordinator Jeff Waltman
- Hanover Area Volunteer George Zimmerman
- Solicitor Gold

The meeting was called to order by Vice-Chairman Elksnis at 5:30 p.m. Secretary Wetzel completed roll call; six (6) voting members were present, there is a quorum.

Announcement of Executive Session: There was an Executive Session held following the February meeting to discuss personnel matters.

Public Comment: None.

Consent Agenda Approval:

- Commissioner Berlingo moved for the approval of all three items on the Consent Agenda for February 2024. Seconded by Councilman Reichart, motion carried unanimously.

Treasurers Report: A presentation was presented by Brian Marchuck from Browns Plus to proposal a financial oversight for the Commission.

Committee Reports:

- Finance/Personnel:
 - Motion made by Commissioner Berlingo and seconded by Mr. Kinsey to authorize the Fire Chief to enter into an agreement with Paytime to upgrade the services we currently receive to include Time & Attendance, Human Capital Management and ACA Compliance Module + form generation. Motion carried unanimously.
- Facilities & Apparatus:
 - Mr. Spielman reported that there was additional work completed on the HVAC system at Wirt Park Station, however everything is in good working condition at this time.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- The 2023 annual Hanover Fire and Rescue report has been distributed.
- The Penn Township Easter Egg Hunt has been postponed to Sunday, March 24th at 1 p.m.
- Penn Township's new firefighter, Thomas Taylor, has completed the EMS portion of the academy and started the fire portion on March 5th. Graduation is scheduled for May 3rd.
- The new chase truck has been delivered and is in the process of getting lettered.
- EMS staff recently went through the epi administration with Dr. Goldhahn.

EMA Report:

- See report attached with minutes.
- With the assistance of firefighter Angel and firefighter Brown, the Penn Township Emergency Operations Center has been set up in the conference room of Clover Lane Station.
- The Tabletop exercise will be held on Tuesday, May 14th from 9 a.m. – 12 p.m.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.
- Chicken Barbecue will be held on May 18th and August 17th.
- Oath of Office Ceremony for Administrative and Operational offices will be held on Saturday, April 20th at 9 a.m.
- Mr. Zimmerman and the Commission took a moment to remember the anniversary of firefighter Earl Shoemaker who died in the line of duty while responding to an emergency call.

Unfinished Business: None.

New Business: None.

Public Comment: None.

At 5:55 p.m. motion to adjourn made by Councilman Reichart, second by Mr. Spielman. Motion carried unanimously.

The next scheduled meeting will be held on April 18, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary



Hanover Area Volunteer Fire and Rescue

P.O. Box 473

Hanover, PA 17331

717.637.6671 www.79firevolunteers.com

Commission Meeting Presentation

March 21, 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. Training

- Our membership continues to demonstrate their commitment to training and educational opportunities by actively participating in Company 79 sponsored training sessions - these include required training, refresher courses, and new skills and procedures unique to the firefighting and rescue service
- We appreciate the hard work and dedication of the Career Staff, Instructors, Operational Officers, and the membership

2. Reminder

- Chef 79 reminds you to mark your calendars for this year's Chicken BBQ's to be held on May 18 and August 17, 2024. Details will be forthcoming -Your support of these fundraisers is appreciated

3. Oath of Office Ceremony

- On Saturday, April 20, 2024, at 9:00a.m., State Representative Kate Klunk will join us to administer the Oath of Office for our Administrative and Operational Officers
- We extend an invitation to the elected officials and chairman of the Hanover Area Fire and Rescue Commission to join us and participate in this ceremony – it will be our honor to recognize your leadership and community service at this event

4. Memorial

- Please Stand - Eight years ago this month, one of our members firefighter Earl Shoemaker died in the line of duty while responding to an emergency call – Earl was a well-respected volunteer with 43 years of dedicated service to his community – he held many offices in the Company during his decades of service- we will always remember him for his bravery and greatest sacrifice
- We ask you to remember Earl and his family in your thoughts and prayers



**Hanover Area Fire and Rescue
Regional Emergency Management**
204 Clover Lane
Hanover, PA 17331



Jeffrey Waltman, Coordinator

jwaltman@79fire.com

717-698-3978

**Hanover Area Regional Emergency Management Report
Month of February 2024**

- Attended Hope for Hanover/Housing for the Homeless meeting.
- Investigated stream pollution. Turned over to York County Conservation District.
- Responded to one fire incident with two displaced residents.
- Completed FEMA IS-559 - Local Damage Assessment refresher training.
- Completed FEMA IS courses - 2500, 2600, 2700 and 2900.
- Responded to one oil spill incident.
- Conducted ongoing administrative duties including communications by telephone and email, public education, review and updating of planning documents, emergency plan reviews, processing of information requests, attendance at meetings and report writing as applicable.

Respectfully submitted,

Jeffrey Waltman
Coordinator



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, April 18, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

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- Hanover Borough Councilmen Tim Kress and Carol Greenholt
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
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- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- Hanover Borough Manager Margaret Lewis, Penn Township Manager Tammi Ledley
- Hanover Area Volunteer George Zimmerman
- EMA Coordinator Jeff Waltman
- Solicitor Gold (via phone)

The meeting was called to order by Chairman Newman at 5:30 p.m. Secretary Wetzel completed roll call; seven (7) voting members were present, there is a quorum.

Announcement of Executive Session: None.

Public Comment: None.

Consent Agenda Approval:

- Mr. Spielman moved for the approval of all three items on the Consent Agenda for March 2024. Seconded by Commissioner Elksnis, motion carried unanimously.

Treasurers Report:

- Ambulance billing revenue and subscriptions are trending above budget.
- The salary budget for EMT is high due to understaffed Paramedics and picking up extra time.
- Chief Clousher will be reviewing some of the cable and internet bills with Dave Feltch to determine if it is necessary to continue service.
- Insurance is over budget due to the price increase after the budget was finalized.
- The FEMA/PEMA Grant revenue of \$142,727.27 comes from the sprinkler system installed last year but reimbursements were not received until 2024.

Committee Reports:

- Finance/Personnel:
 - Motion made by Commissioner Berlingo and seconded by Councilman Kress to approve the updated proposal from Brown Plus to provide monthly financial oversight for the Commission. Motion carried unanimously.
 - Motion made by Commissioner Berlingo and seconded by Councilman Kress to approve the updated proposal from iSolved to include Human Resource services. Motion carried unanimously.

- Facilities & Apparatus:
 - Cement work on the rear parking lot at Clearview Station was poured this week.
 - A meeting has been scheduled next week with Smith Roofing to discuss the ongoing roof leaks at Clover Lane Station.
 - Repairs on the HVAC systems continue at Wirt Park Station.
 - Mr. Spielman reported that he is in the process of getting a quote to have the mold removed that was found in the rear work room at Wirt Park Station.
 - The committee toured Wirt Park Station this week to review any upcoming issues that could occur in the impending future.

Commendations:

- The Medal of Valor Commendation was given to Firefighter Ryan Robeson, Volunteer Firefighter Brady Cromer, and Volunteer Firefighter Jacob Lamartina for their actions to rescue a victim during a working fire.
- Departmental Unit Citation Commendation was given to Captain Matthew Boyce, EMT Elyssa Cool, EMT Eric Miller, EMT Karen Sanders, Paramedic Rebecca Middleton, Paramedic Ben Heefner, Firefighter Steve Buhl, Firefighter Brett Riser, Firefighter Tim Waltemyer, and Firefighter Ken Kuhn for their actions during a working fire rescue.
- Clinical Save Commendation for successfully resuscitating a cardiac arrest victim was given to EMT Tessa Richardson, EMT Karen Bouse, EMT Ashi Unkart, Paramedic Shannon Green, Firefighter Ken Kuhn, Firefighter Ryan Robeson, Volunteer Firefighter Kyle Kramlick, and Penn Township Police Officer Derrick Malec.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- Oath of Office Ceremony will be held Saturday, April 20th at 9 a.m.
- HR policies have been reviewed by Solicitor Gold and once changes have been made, they will be sent to the board to review.
- Operational policies and best practices have been reviewed and updated with the captains.
- EMS operational policies are in development now.
- Nation Night Out and Snack Town Street Fair committees have started meeting.
- Hanover Police Department will be using the Clover Lane meeting room for training next week.
- Several of our firefighters were sent to the Lancaster County Public Training Center to become proctors for the Candidate Physical Ability Test (CPAT).
- Out of the twenty-three applicants that applied, seventeen applicants showed up for the written exam with eleven passing and moving on to the CPAT.
- Plans to increase the score and reduce the ISO class rating were given to the managers to review before presenting the plan to the board.
- Solicitor Gold is reviewing a trust fund that is being received by the Commission in the amount of \$10,663.00 from a resident in Penn Township who passed away.

EMA Report:

- Attended the final York County Hazard Mitigation planning committee meeting.
- Mr. Waltman reported he is hopeful that soon all Fire and EMS responders will be provided with a cloud-based digital GIS mapping system.
- The new solar powered weather station has been purchased and placed on the tower at Clover Lane Station and will be providing a URL for anyone who would like access.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.

Unfinished Business: None.

New Business: None.

Public Comment: None.

At 6:01 p.m. motion to adjourn made by Commissioner Elksnis, second by Councilman Kress. Motion carried unanimously.

The next scheduled meeting will be held on May 16, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary



**Hanover Area Fire and Rescue
Regional Emergency Management**
204 Clover Lane
Hanover, PA 17331



Jeffrey Waltman, Coordinator

jwaltman@79fire.com

717-698-3978

**Hanover Area Regional Emergency Management Report
Month of March 2024**

- Attended Emergency Management Seminar for elected officials at YCDES.
- Conducted surveillance of care facilities during large scale power outage.
- Monitored streams and streets for flooding potential during storm.
- Responded to one fire incident with four displaced residents.
- Investigated unknown material spill on township street.
- Completed AWR-942-W WebEOC software refresher course.
- Completed FEMA/CDP AWR-336 W Health Sector Preparedness Course
- Responded to one oil spill incident.
- Participated in Role of Elected Officials in Emergency Operations webinar.
- Conducted ongoing administrative duties including communications by telephone and email, public education, review and updating of planning documents, emergency plan reviews, processing of information requests, attendance at meetings and report writing as applicable.

Respectfully submitted,

Jeffrey Waltman
Coordinator



Hanover Area Volunteer Fire and Rescue

P.O. Box 473

Hanover, PA 17331

717.637.6671 www.79firevolunteers.com

Commission Meeting Presentation

April 18, 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. In Memory of...

- On behalf of the volunteer organization, we offer our thanks to all of the members of Company 79 involved with FF Larry McSherry's Funeral Service. The respect, appearance, and organization of all members was another shining example of "who we are"! We feel certain Larry's family will always remember the respect and honor his brothers and sisters expressed that day.

2. Reminder

- Just a reminder of the Oath of Office ceremony this Saturday, April 20th, @ 0900 upstairs in the Engine room. All of the elected and appointed members of the Commission are invited to participate in this short ceremony. PA Representative Kate Klunk will do the honors.
- Light refreshments and a 'Meet and Greet' afterward. Please come and bring family, friends and guests. We welcome all!



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, May 16, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilman William Reichart
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
- Hanover Area Volunteer Fire and Rescue Representatives Jeffrey Spielman and George Zimmerman
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- Penn Township Manager Tammi Ledley
- EMA Coordinator Jeff Waltman
- Solicitor Gold (via phone)

The meeting was called to order by Chairman Newman at 5:30 p.m. Secretary Wetzel completed roll call; six (6) voting members were present, there is a quorum.

Announcement of Executive Session: None.

Public Comment: None.

Consent Agenda Approval:

- Commissioner Elksnis moved for the approval of all three items on the Consent Agenda for April 2024. Seconded by Commissioner Berlingo, motion carried unanimously.

Treasurers Report:

- The finance committee reviewed the profit and loss and balance sheet for the month of April with nothing significant to report at this time.
- Chief Clousher and Secretary Wetzel met with Brian Marchuck and Chris Anderson from Brown Plus this week to review the accounting services that will be provided including an internal EMS audit, user-friendly condensed monthly report, reviewing bank statements, grant tracking, and tracking capital assets.

Committee Reports:

- Finance/Personnel:
 - Motion made by Commissioner Berlingo and seconded by Mr. Spielman to approve the Personnel/HR Policies as reviewed by the Solicitor. Motion carried unanimously.
 - Commissioner Berlingo stated she will be attending the ISO class which is being held on September 24th.
- Facilities & Apparatus:
 - See report attached with minutes.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- Chief Clousher and Secretary Wetzel have been meeting weekly with iSolved working on getting payroll set up with a target date of going live mid-June.
- Due to issues with three of the fire engines, there were no reserved pumper trucks available for service this week.
- Working with both municipalities to update the 2018 fire code along with a food truck ordinance.
- An email was sent out to the Commission with the details for the upcoming ISO class being held in September explaining how the ISO rating is developed and ways to improve the rating.
- The Memorial Day Parade will be held on Monday, May 27th at 8:30 a.m.
- The 4th of July fireworks will still be held at the same location even with the construction of the new Tractor Supply.
- Planning has begun for Nation Night Out and Snack Town Street Fair.
- Chief Clousher will be on vacation from July 12th-July 27th.

EMA Report:

- See report attached with minutes.
- The hurricane season begins June 1st with forecasters predicting an extremely active season.
- Mr. Waltman thanked the Penn Township Commissioners for approving the purchase of four laptops and a printer for the Emergency Operation Center.
- Tier II chemical data has been compiled and digitally formatted and should be added to active alert in the next week.
- The 2024 Emergency Response Guides have been delivered and will be distributed by the Chief.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.

Unfinished Business: None.

New Business: None.

Public Comment: None.

At 5:46 p.m. motion to adjourn made by Councilman Reichart, second by Mr. Zimmerman. Motion carried unanimously.

The next scheduled meeting will be held on June 20, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary

Facilities and Equipment Report

May 2024

The committee has met twice since the last Commission meeting. First at Wirt Park Station and second at Clearview Station. We will have the third in a few weeks at Clover Lane. This is to bring the committee and the Chairman up-to-date with all stations and their needs. I wish to thank the committee and the Chairman for their time.

Clover Lane Station:

- Roof Leak, acquired an estimate to correct the issue.
- Roof mounted cooling unit with severe water leakage into the female EMS bathroom. Repairs are in progress.

Clearview Station:

- The rear equipment entrance and parking area is completed.

Wirt Park Station:

- I will have a third bid to remove a mold issue in the rear maintenance room that also houses the SCBA air compressor unit. This should be under control in a short period.
- The preventative maintenance was complete on the HVAC system.

Equipment

- Routine maintenance.

Jeffrey A. Spielman, Chairman

Facilities and Equipment



**Hanover Area Fire and Rescue
Regional Emergency Management**
204 Clover Lane
Hanover, PA 17331



Jeffrey Waltman, Coordinator

jwaltman@79fire.com

717-698-3978

**Hanover Area Regional Emergency Management Report
Month of April 2024**

- Attended final YCPC County Hazard Mitigation planning meeting.
PEMA approval, Adopted by County, Adopted by local governments.
- Attended PEMA/YCDES Quarterly Training at York County Coroner's office.
- Responded to a fire incident on Springbrook Court - four displaced residents.
- Responded to a fire incident on Mount Royal Avenue - nine displaced residents.
- Responded to hazardous materials incident – McAllister Street.
- Assisted thirteen displaced fire incident victims with humanitarian relief access.
- Completed IS-0368.a: Including People with Disabilities in Disaster Operations.
- Attended National Weather Service cooperative communications training.
- Conducted ongoing administrative duties including communications by telephone and email, public education, review and updating of planning documents, emergency plan reviews, processing of information requests, attendance at meetings and report writing as applicable.

Respectfully submitted,

Jeffrey Waltman
EMA Coordinator



Hanover Area Volunteer Fire and Rescue

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Commission Meeting Presentation

May 16, 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. Chicken BBQ

- Chef 79 has procured his poultry, sharpened his knives, and is standing by to light up his charcoal pits early this Saturday morning. He has trained his pit staff in anticipation of serving up his famous chicken dinners starting at 11 am until sold out. Please consider supporting the volunteers this Saturday by purchasing a delicious chicken dinner. Remember, your donation says in this community and supports your fire department. So ponder this – why give your money to the Colonel on Carlisle Street or the Royal Farms Gas Station downtown?

2. Oath of Office Ceremony

- We are thankful for your participation and support of our recent Oath of Office Ceremony by joining Representative Kate Klunk and our newly elected Officers. Over 45 guests attended the ceremony. Our thanks go out to our members for their dedicated and faithful service to the organization.

3. YOCO Property Tax Refund for Volunteers

- This popular and successful program is well into the second year for active volunteers. As you know, the York County Commissioners have expanded the Property Tax Refund for 2024 due to their recognition of the importance and value of Volunteer Emergency Services to the County. The Property Tax Refund has been doubled since the initial 2023 offer. We anticipate reception of our 2023 refund by the end of this month.



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, June 20, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilmen Tim Kress and Carol Greenholt
- Penn Township Commissioners Pamela Berlingo and Justin Heiland
- Hanover Area Volunteer Fire and Rescue Representatives Jeffrey Spielman and Ray Kinsey
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- Hanover Area Volunteer George Zimmerman
- Solicitor Gold

The meeting was called to order by Chairman Newman at 5:30 p.m. Secretary Wetzel completed roll call; seven (7) voting members were present, there is a quorum.

Announcement of Executive Session: There was an Executive Session held prior to the meeting to discuss personnel matters.

Public Comment: None.

Consent Agenda Approval:

- Commissioner Berlingo moved for the approval of all three items on the Consent Agenda for May 2024. Seconded by Mr. Kinsey, motion carried unanimously.

Treasurers Report:

- See report provided by Brown Plus attached with minutes.
- Chief Clousher reported that Brown Plus suggested adding a new line item to the profit and loss to track grant expenditures.

Committee Reports:

- Finance/Personnel:
 - The finance committee reviewed the profit and loss and balance sheet for the month of May with nothing significant to report at this time.
- Facilities & Apparatus:
 - See report attached with minutes.
 - The committee has now visited all three stations and is in the process of putting together a priority list of updates needed at each station.
 - The apron at Wirt Park Station is currently being inspected for a possible sink hole.
 - The new medic unit is now in service.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- The 2008 Sutphen engine is now back in service after having a fan switch replaced.
- The 2004 Sutphen engine is going tomorrow to have the radiator pressure tested due to a leak.
- The 2010 KME engine required a new computer and EGR valve but will need to go back to have the AC compressor clutch repaired.
- The 2015 Sutphen truck has had multiple error codes and will need to go for service once all the other engines come back.
- All EMS units are now back in service.
- Working on updates for both municipalities to adopt the 2018 International Fire Code.
- The Civil Service interviews will be held on Monday, June 24th for the eight remaining candidates.
- The annual fireworks display will be held on Thursday, July 4th at 9:30 p.m.
- Meetings have started for the Chili Cookoff which will be held on Monday, September 1st.
- The Snack Town Street Fair will be held on Saturday, July 13th.
- The Snack Town Fall Fest committee meetings have begun with the event taking place on Saturday, September 14th.

EMA Report:

- See report attached with minutes.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.

Unfinished Business: None.

New Business:

- Chief Clousher will be working with the finance committee looking at the possibility of adding an EMS Supervisor to oversee the day-to-day operations for EMS personnel.
- Chairman Newman, Commissioner Berlingo, and Councilmen Kress will serve on the committee for the EMS contract negotiations.

Public Comment: None.

At 5:57 p.m. motion to adjourn made by Councilman Kress, second by Commissioner Berlingo. Motion carried unanimously.

The next scheduled meeting will be held on July 18, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary

Facilities and Equipment Report

June 2024

The Committee has now toured all three Stations and many updates are required. We are now putting a priority list for these updates.

Clover Lane Station:

- Repairs to the HVAC System have been completed and running well.

Clearview Station:

- Receiving pricing to finally remove all the extreme heat from the attic area and remove Co from the engine room.

Wirt Park Station:

- The mold condition has been eliminated in the Air Compressor Room.
- Working on repairing the front apron and curbing that is sinking on Franklin St.

Equipment:

- Ladder testing
- We have been up/down with significant repair issues for Engine 1 and 3.

Jeffrey A. Spielman, Chairman

Facilities and Equipment



**Hanover Area Fire and Rescue
Regional Emergency Management**
204 Clover Lane
Hanover, PA 17331



Jeffrey Waltman, Coordinator

jwaltman@79fire.com

717-698-3978

**Hanover Area Regional Emergency Management Report
Month of May 2024**

- Attended CSX Railroad Incident Safety training in New Cumberland, PA.
- Responded to fire incident on Heights Avenue – one displaced resident.
- Attended NWS Integrated Warning Team workshop in Lebanon, PA.
- Participated in ongoing development of programs for sheltering.
- Completed FEMA IS-0201a update: Forms for Incident Action Plan Development
- Monitored 2024 Memorial Day Parade and ceremony at Mt. Olivet Cemetery.
- Conducted ongoing administrative duties including communications by telephone and email, public education, review and updating of planning documents, emergency plan reviews, processing of information requests, attendance at meetings and report writing as applicable.

Respectfully submitted,

Jeffrey Waltman
EMA Coordinator



Hanover Area Volunteer Fire and Rescue

P.O. Box 473

Hanover, PA 17331

717.637.6671 www.79firevolunteers.com

Commission Meeting Presentation

June 20, 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. York County Property Tax Refund Program for Volunteers

- On June 1, 2024, twenty-seven of our active volunteers received their Property Tax refund check.
- The following letter was included with their check: “Your volunteerism is recognized, appreciated, and cherished. Thank you for giving selflessly to strengthen the quality of life for those you serve.” Sincerely, the County of York
- It is noteworthy to report that all of our participating volunteers exceeded the minimum number of required points to receive the refund.
- We are off to a great start for 2024! Many of our active members have already met their required goals.

2. Chicken BBQ

- I am pleased to report that our recent Chicken BBQ was a success. Chef 79 turned his poultry into a delicious, sought after carry-out dining experience. Look for us again on August 17th for another opportunity to join the ranks of satisfied customers and supporters.

3. Solicitation 2024

- Our 2024 Solicitation “kick-off” will be appearing in your mailbox in the near future. Please consider supporting your hometown first responders. We are grateful for your donation.



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, July 18, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilmen Tim Kress and Carol Greenholt
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
- Hanover Area Volunteer Fire and Rescue Representatives George Zimmerman and Ray Kinsey
- Hanover Area Fire and Rescue Secretary April Wetzel
- Solicitor Gold (available via phone if required)

The meeting was called to order by Chairman Newman at 5:30 p.m. Secretary Wetzel completed roll call; seven (7) voting members were present, there is a quorum.

Announcement of Executive Session: An Executive Session was held on July 9th to discuss personnel matters.

Public Comment: None.

Consent Agenda Approval:

- Mr. Kinsey moved for the approval of all three items on the Consent Agenda for June 2024. Seconded by Councilman Kress, motion carried unanimously.

Treasurers Report:

- See report provided by Brown Plus attached with minutes.

Committee Reports:

- Finance/Personnel:
 - Councilman Kress reported that the finance committee combined their meeting with the executive session held on July 9th with nothing significant to report at this time.
- Facilities & Apparatus:
 - See report attached with minutes.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- Chief Clousher was on vacation and unable to attend.
- Chairman Newman reported that in addition to Chief Clousher's submitted report, he also added the following additional events occurring in the upcoming weeks.
- We are hosting a week-long Continuing Education Program August 19th through August 23rd. The schedule of classes will be fourth coming from Jerry Misner, the clinical educator.

- National Night Out will be held again this year at South Western Middle School on August 6th from 6 p.m. to 8 p.m. Fire & EMS apparatus will be on display. The SCUBA team will also be providing demonstrations.
- New Hope Ministries is holding a Back-to-School Event on August 8th from 10 a.m. to 3 p.m. Truck 79 will attend for a few hours for the kids.
- Penn Township Police Department will be using the Clover Lane meeting room on August 14th, 26th & 27th for training.

EMA Report:

- See report attached with minutes.
- Mr. Waltman was attending a training course and was unable to attend.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.

Unfinished Business: None.

New Business:

- Chairman Newman reported that the board has reviewed and approved the job description and advertisement for the EMS Supervisor position and the interview process can begin.

Public Comment:

- Maynard Becker reminded the board that tickets for the Chicken BBQ on August 17th are now available to sell or purchase.

At 5:39 p.m. motion to adjourn made by Commissioner Elksnis, second by Mr. Zimmerman. Motion carried unanimously.

The next scheduled meeting will be held on August 15, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary

Facilities and Equipment Report

July 2024

Clover Lane Station:

- No new report at this time.

Clearview Station:

- The contractor has been hired to install new exhaust fans to remove all the extreme heat from the attic area and remove Co from the engine room. This will be completed when all the equipment arrives.

Wirt Park Station:

- Work completed on repairing the front apron and curbing that is sinking on Franklin St.
- Continued repairs for different issues on the HVAC system.

Equipment:

- No new report at this time.

Jeffrey A. Spielman, Chairman

Facilities and Equipment



**Hanover Area Fire and Rescue
Regional Emergency Management**
204 Clover Lane
Hanover, PA 17331



Jeffrey Waltman, Coordinator

jwaltman@79fire.com

717-698-3978

**Hanover Area Regional Emergency Management Report
Month of June 2024**

- Responded to fire incident in Borough of Hanover - nine displaced residents.
- Responded to hazardous materials incident in Penn Township.
- Completed "Achieving Organizational Readiness for Pipeline Emergencies" training.
- Completed revised FEMA course "Introduction to Continuity".
- Assisted YCDES 911 with high-risk occupancy data gathering.
- Completed setup of basic Clover Lane emergency operations center (EOC).
- Conducted ongoing administrative duties including communications by telephone and email, public education, review and updating of planning documents, emergency plan reviews, processing of information requests, attendance at meetings and report writing as applicable.

Respectfully submitted,

Jeffrey Waltman
EMA Coordinator



Hanover Area Volunteer Fire and Rescue

P.O. Box 473

Hanover, PA 17331

717.637.6671 www.79firevolunteers.com

Commission Meeting Presentation
July 18, 2024 Clover Lane Station

George L. Zimmerman
HAVFR Spokesman

1. Chicken BBQ #2

- Yes, Chef 79 will make his final appearance this year on Saturday, August 17th at the Clover Lane Station
- Mark your calendar now so that your palate will not miss this “fowl” dining experience

2. Solicitation 2024

- Just a gentle reminder – our primary fundraiser is now underway – your donation is very important to us and is essential to meet our budgetary commitments – we thank you for your support of the volunteers

3. Snack Town Street Fair 2024

- This past Saturday we supported our community and joined the estimated crowd of 15,000+ on a sizzling day
- 13 of our members started their day at 6:30a.m. and many of us endured the heat and masses until after 5:00p.m.
- It was enjoyable to connect with the Community and provide fire prevention info, trinkets for the children, and offer free raffles for a fire extinguisher or first aid kit and a kid’s 6’ fire hydrant sprinkler
- Incidentally, Chief Crouse spent some facetime with PA Representative Klunk and PA Senator Phillips-Hill – it was great to see them stop by our display

4. Summer School

- We are proud to announce that 4 of our Junior Members will be attending the Adams County Jr. Firefighter Academy later this month – we wish them a safe experience and a quality learning opportunity – thanks to our Juniors for dedicating a week of their summer vacation to acquire knowledge and skills to effectively and safely serve their community



Minutes
Hanover Area Fire and Rescue Commission
Meeting Held Thursday, August 15, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilman Tim Kress
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
- Hanover Area Volunteer Fire and Rescue Representatives Jeffrey Spielman and Ray Kinsey
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- Hanover Area Volunteer George Zimmerman
- EMA Coordinator Jeff Waltman
- Solicitor Gold (via phone)

The meeting was called to order by Chairman Newman at 5:30 p.m. Secretary Wetzel completed roll call; six (6) voting members were present, there is a quorum.

Announcement of Executive Session: None.

Public Comment:

- Local 2024 president, Tim Waltemyer spoke on the concerns of the EMS staff over the decision from the board and Fire Chief to bring in an outside organization to help cover the staffing shortage.
- The board reassured the union they have no intention of outsourcing EMS services, and this is only a temporary fix until more staff can be hired.

Consent Agenda Approval:

- Councilman Kress moved for the approval of the Meeting Minutes and A/P Check Run for July 2024. Seconded by Commissioner Elksnis, motion carried unanimously.

Treasurers Report:

- See report provided by Brown Plus attached with minutes.

Committee Reports:

- Finance/Personnel:
 - Motion made by Mr. Spielman and seconded by Councilman Kress to approve the job description for the Deputy Chief position. Motion carried unanimously.
 - Motion to approve made by Councilman Kress and seconded by Commissioner Elksnis to authorize Chief Clousher to publish the job posting for the Deputy Chief position. Motion carried unanimously.

- Councilman Kress reported that the finance committee meet and reviewed the Profit and Loss, discussed the EMS staffing shortage and the Deputy Chief and EMS Supervisor positions.
- Facilities & Apparatus:
 - In addition to the submitted report, Mr. Spielman reported that the committee met on Monday to review the needs that still need to be addressed at both Wirt Park Station and Clearview Station.
 - The committee also discussed the possibility of purchasing both properties on each side of Clearview Station. Mr. Spielman suggested that Chief Clousher set up a meeting with the owners of the property to have a discussion. Commissioner Elksnis added they would like to get moving on this and if necessary, get the Fire Commission and Solicitor involved in the discussions.
 - Chairman Newman inquired on the status of the apparatus repairs. Tim Waltemyer reported that all engines are back in service, however still having issues with repairs to the ladder truck.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- The National Night Out bicycle raffle will be held on Monday, August 19th from 6 p.m. to 8 p.m. at Kids Kingdom.
- Chief Clousher reiterated the board's statement that at no point in time was outsourcing the EMS services discussed. The reason for bringing in an outside organization was due to receiving correspondence from both Department of Health and the Emergency Health Services Federation concerning the staffing shortage and being able to provide the required patient care as indicated in our licenses.

EMA Report:

- See report attached with minutes.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.

Unfinished Business:

- Jim Shelton reported that he will be submitting for the STMP grant in September for the pension review for both Fire and EMS.

New Business:

- Councilman Kress reported that on Friday, August 16th the train tracks on Middle Street will finally be repaired and paved.

Public Comment: None.

At 6:04 p.m. motion to adjourn made by Commissioner Elksnis, second by Commissioner Berlingo. Motion carried unanimously.

The next scheduled meeting will be held on September 19, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary



Facilities and Equipment Report

August 2024

Clover Lane Station:

- No new report for this month.

Clearview Station:

- A contractor has been hired to install an exhaust fan for the attic area and should begin installing shortly.

Wirt Park Station:

- Multiple repairs to the HVAC system continue.

Equipment:

- No new report for this month.

Jeffrey A. Spielman, Chairman

Facilities and Equipment



**Hanover Area Fire and Rescue
Regional Emergency Management**
204 Clover Lane
Hanover, PA 17331



Jeffrey Waltman, Coordinator

jwaltman@79fire.com

717-698-3978

**Hanover Area Regional Emergency Management Report
Month of June 2024**

- Conducted damage assessment & follow up after July 16th severe weather event.
- Assisted public works at water main break. Conducted follow up with care facilities.
- Attended YCDES/PEMA quarterly training – YCDES MCU and WebEOC update.
- Performed site review and standby at annual July 4th fireworks event.
- Participated in Halloween Parade planning for 2024. Discussed future options.
- Completed FEMA course IS-913 Critical Infrastructure Security and Resilience.
- Conducted ongoing administrative duties including communications by telephone and email, public education, review and updating of planning documents, emergency plan reviews, processing of information requests, attendance at meetings and report writing as applicable.

Respectfully submitted,

Jeffrey Waltman
EMA Coordinator



Hanover Area Volunteer Fire and Rescue

P.O. Box 473

Hanover, PA 17331

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Commission Meeting Presentation

August 15, 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. Education

- We are pleased to report that four (4) of our cadet members have successfully completed the Adams County Cadet Academy Class of 2024 – these members will be the future leadership of the Volunteer Organization – we salute them for their dedication and service to their Community and the Fire Commission
- We express our thanks and appreciation to the Career Staff for their leadership, knowledge, and sharing of skills by offering regular training sessions – continual training and education are hallmarks of a quality public safety organization brought to us by a professional staff

2. BBQ

- Last call! This Saturday, starting at 1100, is your last opportunity, this year, to enjoy a BBQ chicken dinner prepared by Chef 79 – see Maynard Becker for tickets – We appreciate your support!

3. National Night Out

- We will support National Night Out Part II, weather permitting, on Monday, August 19th, 6:00pm – 8:00pm at Kids Kingdom – if you are out and about, please stop by and say hello

4. York County Tax Refund Program

- We have just started this year's third quarter participation in the program – all is going well – we anticipate successful completion again this year

5. Back to School

- It's that time of year – please drive safely, watch for children and yellow school buses – Be a Courteous Driver and Be Safe!



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, September 19, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilmen William Reichart and Carol Greenholt
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
- Hanover Area Volunteer Fire and Rescue Representatives Jeffrey Spielman and George Zimmerman
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- EMA Coordinator Jeff Waltman
- Penn Township Manager Donna Sweeney
- Solicitor Gold (via phone)

The meeting was called to order by Chairman Newman at 5:30 p.m. Secretary Wetzel completed roll call; seven (7) voting members were present, there is a quorum.

Announcement of Executive Session: There was an Executive Session held prior to the meeting to discuss personnel matters.

Public Comment: None.

Consent Agenda Approval:

- Commissioner Elksnis moved for the approval of all three items on the Consent Agenda for August 2024. Seconded by Commissioner Berlingo, motion carried unanimously.

Treasurers Report:

- See report provided by Brown Plus attached with minutes.

Committee Reports:

- Finance/Personnel:
 - Motion made by Commissioner Elksnis and seconded by Councilman Reichart to table moving the proposed budget to the municipalities. Motion carried unanimously.
- Facilities & Apparatus:
 - In addition to the submitted report, Mr. Spielman reported that Lowe's Hometowns program reached out and is giving the Commission \$2,500.00 in materials and free labor which will be used towards the EMS bunk room at Wirt Park.

FIRE/EMS Chief's Report:

- Chairman Newman reassured EMS staff that the board is dedicated to maintaining EMS services in the Hanover Area and the outside organization helping with the staffing shortage is only temporary.

- In addition to the submitted report, Chief Clousher is meeting with Representative Kate Klunk to review grant opportunities for recruitment.
- EMS Supervisor interviews will be held on October 2nd and October 3rd.
- Fire Prevention week is October 6th through October 19th.
- Trick-or-Treat will be held on October 22nd for both municipalities.
- The Halloween Parade will be held on October 24th.
- A letter was received from AREMS expressing their gratitude for how their crews have been treated by our staff during the transitional period.
- Chief Clousher introduced the new Penn Township Manager, Donna Sweeney.

EMA Report:

- See report attached with minutes.
- Attended the 2024 Pipeline Safety Seminar in York.
- Looking to seek input from Fire, EMS, and law enforcement on updating possible threats and hazards that impact our community.
- Updated the emergency plans for both the Chili Cook-Off and Snack Town Fall Fest

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.
- Volunteer Treasurer Maynard Becker presented Chairman Newman and the Commission with a check for \$7,500.00 as part of a donation received by Yazoo Mills, Inc.

Unfinished Business: None.

New Business: None.

Public Comment:

- Local 2024 president, Tim Waltemyer represented the EMS staff speaking on the ongoing concerns of bringing in an outside organization to help cover the staffing shortage.

At 5:56 p.m. motion to adjourn made by Commissioner Elksnis, second by Mr. Zimmerman. Motion carried unanimously.

The next scheduled meeting will be held on October 17, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary

Facilities and Equipment Report

September 2024

Clover Lane Station:

1. Roof Leak. We continue to be on the chase, latest is to be maybe the windows cause it and checked by Brown Windows from York, PA. they pointed out some issues. Work in progress.

Clearview Station:

1. All the roof fans and the large fan in the engine room were installed.
2. The large hole in the engine room ceiling has been closed.

Wirt Park Station:

1. Maintenance continues with issues being found with the HVAC system.

Equipment

1. Routine maintenance.

Jeffrey A. Spielman, Chairman

Facilities and Equipment



**Hanover Area Fire and Rescue
Regional Emergency Management**
204 Clover Lane
Hanover, PA 17331



Jeffrey Waltman, Coordinator

jwaltman@79fire.com

717-698-3978

**Hanover Area Regional Emergency Management Report
Month of August 2024**

- Monitored and conducted damage assessment after several severe storm events.
- Responded to one fire incident in Borough of Hanover.
- Participated in collaborative planning with new UPMC EMA Coordinator.
- Completed TEEEX course *Electric Vehicle Safety for the First Responder*.
- Participated in annual Night Out event.
- Attended TEEEX course *MGT317 Disaster Management for Public Services*
- Conducted ongoing administrative duties including communications by telephone and email, public education, review and updating of planning documents, emergency plan reviews, processing of information requests, attendance at meetings and report writing as applicable.

Respectfully submitted,

Jeffrey Waltman
EMA Coordinator



Hanover Area Volunteer Fire and Rescue

P.O. Box 473

Hanover, PA 17331

717.637.6671 www.79firevolunteers.com

Commission Meeting Presentation

September 19, 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

Corporate Donation

- **Yazoo Mills, Inc., Hanover, PA**

Gift to HAVFR

Total \$15,000 - Distribution \$7,500 – HAVFR - \$7,500 – HAFRC

- Check Presentation

HAVFR Treasurer Maynard Becker to HAFRC Chairman C. Michael Newman



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, October 17, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilmen Tim Kress and Carol Greenholt
- Penn Township Commissioners Mark Elksnis and Pamela Berlingo
- Hanover Area Volunteer Fire and Rescue Representatives Jeffrey Spielman and Ray Kinsey
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- EMA Coordinator Jeff Waltman
- Hanover Area Volunteer Fire and Rescue George Zimmerman
- Penn Township Manager Donna Sweeney
- Solicitor Gold (via phone)

The meeting was called to order by Chairman Newman at 5:30 p.m. Secretary Wetzel completed roll call; seven (7) voting members were present, there is a quorum.

Announcement of Executive Session: None.

Public Comment: None.

Consent Agenda Approval:

- Mr. Kinsey moved for the approval of all three items on the Consent Agenda for September 2024. Seconded by Councilman Kress, motion carried unanimously.

Treasurers Report:

- See report provided by Brown Plus attached with minutes.

Committee Reports:

- Finance/Personnel:
 - Motion made by Councilman Kress and seconded by Commissioner Berlingo to move the proposed budget to the municipalities for approval. Motion carried unanimously.
- Facilities & Apparatus:
 - Captain Amspacher will be overseeing the project donated by Lowe's Hometowns to update the EMS bunk room at Wirt Park.
 - The committee is in the process of getting a quote to put additional facilities on the second floor at Wirt Park.

FIRE/EMS Chief's Report:

- See report attached with minutes.
- During the last two weeks, Fire Prevention week has been held at elementaries and preschools. Councilman Kress expressed appreciation to the staff for organizing these shows for the kids each year.
- Michael McCoy was hired as the new EMS Supervisor and will start full-time on November 4th.
- All AEDs were serviced this week including at the municipal buildings.
- A conditional offer was made to William McKee to become Penn Township's 16th firefighter.
- Engine 79-2 will be attending the Truck-or-Treat event at Park Hills elementary on October 18th.
- Pump testing on all pump systems will be done next week.
- Hose testing will be done Oct. 27th through Oct. 29th.
- Meeting with Members 1st on October 24th to discuss the possibility of changing banks.
- Trick-or-Treat will be held on October 22nd.
- The Halloween Parade will be held on October 24th.
- Engine 79-3 will be attending the Touch a Truck event at Tractor Supply on October 26th.

EMA Report:

- See report attached with minutes.
- The YMCA's Snack Town Run Fest event was held with only one reported incident.
- In the process of reviewing emergency security and safety measures for public infrastructures.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.

Unfinished Business: None.

New Business:

- Mr. Kinsey reported that Mike's Towing company is looking to organize an all-day event for emergency services to run drills. As of now they are looking at holding the event in March, but more details will be forthcoming once the date has been set.

Public Comment:

- Chief Clousher expressed gratitude to the Fire Museum for helping with the Touch a Truck event held at the Hanover Market House.

At 5:51 p.m. motion to adjourn made by Commissioner Elksnis, second by Councilman Kress. Motion carried unanimously.

The next scheduled meeting will be held on November 21, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary



HANOVER AREA FIRE AND RESCUE



FIRE INSPECTIONS SEPTEMBER 2024

Date	Complaint Reason	Inspector Name	Shift
9/8/24	Annual Inspection	Bankert	C Shift
9/13/24	Annual Inspection	Amspacher	C Shift
9/13/24	Annual Inspection	Amspacher	C Shift
9/19/24	Annual Inspection	Riser	A Shift
9/19/2024	Annual Inspection	Riser	A Shift
9/19/2024	Annual Inspection	Schrivier	A Shift
9/19/2024	Annual Inspection	Kopp	A Shift
9/20/2024	Annual Inspection	Boyce	B Shift
9/20/2024	Annual Inspection	Boyce	B Shift
9/23/2024	Annual Inspection	Kopp	A Shift
9/25/2024	Annual Inspection	Robeson	B Shift
9/25/2024	Annual Inspection	Hale	A Shift
9/25/2024	Annual Inspection	Robeson	B Shift
9/25/2024	Annual Inspection	Milliken	B Shift
9/25/2024	Annual Inspection	Milliken	B Shift
9/25/2024	Annual Inspection	Robeson	B Shift
9/25/2024	Annual Inspection	Boyce	B Shift
9/25/2024	Annual Inspection	Kuhn	B Shift
9/25/2024	Annual Inspection	Schrivier	A Shift
9/25/2024	Annual Inspection	Robeson	B Shift
9/25/2024	Annual Inspection	Boyce	B Shift
9/25/2024	Annual Inspection	Kuhn	B Shift
9/25/2024	Annual Inspection	Kuhn	B Shift
9/27/2024	Annual Inspection	Robeson	B Shift
9/30/2024	Annual Inspection	Adams	A Shift
9/30/2024	Annual Inspection	Schrivier	A Shift
9/30/2024	Annual Inspection	Kopp	A Shift
9/30/2024	Annual Inspection	Kopp	A Shift
9/30/2024	Annual Inspection	Adams	A Shift
9/30/2024	Annual Inspection	Kopp	A Shift
9/30/2024	Annual Inspection	Hale	A Shift
9/30/2024	Annual Inspection	Schrivier	A Shift
9/30/2024	Annual Inspection	Kopp	A Shift
9/30/2024	Annual Inspection	Kopp	A Shift
9/30/2024	Annual Inspection	Kopp	A Shift
9/30/2024	Annual Inspection	Hale	A Shift
9/30/2024	Annual Inspection	Hale	A Shift
9/30/2024	Annual Inspection	Kopp	A Shift
9/30/2024	Annual Inspection	Hale	A Shift



Hanover Area Volunteer Fire and Rescue

P.O. Box 473

Hanover, PA 17331

717.637.6671 www.79firevolunteers.com

Commission Meeting Presentation
17 October 2024 Clover Lane Station

George L. Zimmerman
HAVFR Spokesman

1. Fire Prevention Event

- The Fire Prevention Event was held last weekend on Lowe's Parking Lot – Eleven (11) of our Volunteers donated their time and talent on a Saturday morning to support this annual event- their combined hours totaled 66 hours of Service time
- Every year we look forward to connecting with the community to provide Fire Prevention materials, offer a free drawing for a home safety item, and a “Touch-A-Truck” event for kids to become familiar with emergency equipment
- We thank Lowe's for hosting this event
- Please keep Lowe's in mind when considering a home improvement project

2. 2024 Annual Solicitation

- Our solicitation program is currently winding down
- We appreciate the support of our Service Community
- If you would like to make a donation to support our Volunteer Company efforts, please contact one of us

3. Halloween Trick-or-Treat

- Once again, our Firefighter ghouls and goblins will be prowling the streets to hand out candy treats to our local Halloweeners
- Please use caution when driving Trick-or-Treat night
- Be Alert and Be Safe!



Minutes
Hanover Area Fire and Rescue Commission
Meeting Held Thursday, November 19, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Borough Councilmen Tim Kress and Carol Greenholt
- Penn Township Commissioners Mark Elksnis and Justin Heiland
- Hanover Area Volunteer Fire and Rescue Jeffrey Spielman and George Zimmerman
- Hanover Area Fire and Rescue Chief Anthony Clousher and Secretary April Wetzel
- EMA Coordinator Jeff Waltman
- EMS Supervisor Michael McCoy
- Penn Township Manager Donna Sweeney
- Solicitor Gold (via phone)

The meeting was called to order by Vice-Chairman Elksnis at 5:30 p.m. Secretary Wetzel completed roll call; six (6) voting members were present, there is a quorum.

Announcement of Executive Session: None.

Announcements:

- Commissioner Elksnis introduced the new Penn Township Commissioner, Ronald Fanelli, who will also serve as the alternate for the Fire Commission board.
- Chief Clousher introduced Michael McCoy as the new EMS Supervisor.

Public Comment: None.

Consent Agenda Approval:

- Councilman Kress moved for the approval of all three items on the Consent Agenda for October 2024. Seconded by Councilman Greenholt, motion carried unanimously.

Treasurers Report:

- See report provided by Brown Plus attached with minutes.
- Chief Clousher reported as of October 31st income is sitting at 104% with expenditures 3% over budget.

Committee Reports:

- Finance/Personnel:
 - Motion made by Councilman Kress and seconded by Councilman Greenholt to authorize the Chief to sign the engagement letter with Hamilton-Musser for the 2024 audit. Motion carried unanimously.
 - Motion made by Councilman Kress and seconded by Mr. Zimmerman to approve the MOA with EMS pending modifying the expiration date to January 31, 2025. Motion carried unanimously.
- Facilities & Apparatus:
 - The committee continues to work with Lowe's Hometowns to update the EMS bunk room at Wirt Park.
 - Mr. Spielman and Chief Clousher met with the Hampton family to discuss the possibility and options of purchasing the property on the north side of Clearview Station.
 - Councilman Kress inquired on the status of the repairs at Clearview Station, requesting the total cost for damages once all repairs have been completed.

FIRE Chief's Report:

- Errors with the ESO program have delayed the October fire report.
- Captain Adams and A-Shift completed the hose pressure testing on all department fire hose.
- Captain Boyce, Firefighter Kuhn and Firefighter Buhl conducted the annual fire pump test on all fire apparatus.
- Attended an active shooter tabletop exercise at UPMC Hanover with Supervisor McCoy.
- Attended the Vets Welcome Home ceremony with A-Shift.
- Firefighter Charles Hale retired this month and Firefighter Howard Billing will be retiring next month. Conditional offers will be made next week for the two open positions in the Hanover Borough.
- Supervisor McCoy and Secretary Wetzel continue to work on setting up the time and attendance program through iSolved.

EMS Report:

- See report attached with minutes.
- Jordan Hohney was hired as a full-time AEMT.
- Thomas Alleman was hired as a full-time Paramedic.
- Supervisor McCoy reported that two full-time Paramedics are still needed to be fully staffed.

EMA Report:

- See report attached with minutes.
- There was a food grade oil spill in the Hanover Borough that spilled into the storm water system.
- Attended a basic damage assessment training class.
- The 2025 York County Hazard Mitigation plan has been completed. The Hanover Borough plans to adopt the plan on November 26th followed by Penn Township on December 16th.
- The Halloween Parade went off with only a few minor glitches.
- Found very little disruptions while visiting the polling locations during the general election.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.

Unfinished Business: None.

New Business: None.

Public Comment: None.

At 5:56 p.m. motion to adjourn made by Commissioner Heiland, second by Councilman Greenholt. Motion carried unanimously.

The next scheduled meeting will be held on December 19, 2024, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,

April Wetzel
April Wetzel
Recording Secretary



**Hanover Area Fire and Rescue
Regional Emergency Management**
204 Clover Lane
Hanover, PA 17331



Jeffrey Waltman, Coordinator

jwaltman@79fire.com

717-698-3978

**Hanover Area Regional Emergency Management Report
Month of October 2024**

- Responded to large food-grade oil spill in Borough of Hanover.
- Attended PEMA/YCDES Quarterly Training.
- Participated in PSATS 2024 Fall Emergency Management Tabletop Exercise.
- Completed NCDP Mass Care Shelter and Relocation Communication Course.
- Finalized Halloween Parade EAP and served in communications command.
- Conducted ongoing administrative duties including communications by telephone and email, public education, review and updating of planning documents, emergency plan reviews, processing of information requests, attendance at meetings and report writing as applicable.

Respectfully submitted,

Jeffrey Waltman
EMA Coordinator

HAFR EMS Report for October 2024

- 236 Calls handled by HAFR for the month
- New EMS Supervisor hired with start date of 4 November
- Staffing continues to be a major problem, however multiple interviews in November with Paramedics, AEMTs and EMTs
- Two clinical saves for the month



Hanover Area Volunteer Fire and Rescue

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Commission Meeting Presentation

21 November 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. Community Connections 2024

Once again, our organization continues to connect and maintain relationships with our friends and supporters of our service area. We are proud of our ability to serve, not only in emergencies, but also, to community requests for non-urgent services.

Some examples include:

- Hanover High School Bonfire Standby
- South Western High School Athletic and Music Departments Events
- Hanover Jaycees Halloween Parade
- Codorus State Park “Trail of Treats”
- Hanover Area Track and Field Night
- Operation Claus Event
- Santa’s Community Visits
- Annual Train Garden @ The Fire Museum

2. Volunteer Half- Century Club

In recognition of our dedicated Senior members with 50 years or more of service, we have established a “Half-Century” Club. Stay tuned for more information.

3. Operation Claus 2024

- Santa and his elves are busy preparing for serving “in need” families in Hanover and Penn Township as identified by the Hanover and South Western School Districts
- Be on the lookout for his joyful arrival soon! More to come later...

4. The Rice Family Foundation 2024

- We are pleased to announce that we have been notified by the Rice Family that our Volunteer Organization has been awarded a \$1,000 grant. The check was received and presented at last week's Company meeting.

5. Santa Meets the Police

- At our next Company meeting, December 12th, Santa has made arrangements to meet with the Hanover Borough and Penn Township Police. He will be gifting the Police Departments with a case of "Prepared Hero Fire Blankets" for their Department Emergency Vehicles.
- Should you be interested in purchasing Fire Blankets for your home, anyone can visit the Prepared Hero website for more information

6. Just A Thought

- Most meetings we all attend open with "The Pledge of Allegiance" and a moment of silence. Some of us take an "Oath of Office" to serve, some of us are Veterans and others are Patriotic. The one thing that we have in common is that we are Americans, and our intent is to do good for our fellow Americans. Please consider starting our Commission meetings by reciting the Pledge of Allegiance and offering a moment of silence. Thank you

7. Celebrate "Thanksgiving Day"

- No matter what is going on in your life, there is always something to be thankful for! Happy Thanksgiving!



Minutes

Hanover Area Fire and Rescue Commission
Meeting Held Thursday, December 19, 2024, at 5:30 p.m.
Clover Lane Fire Station

Present at the meeting:

- Hanover Area Fire and Rescue Commission Chairman Michael Newman
- Hanover Borough Councilmen Tim Kress and Carol Greenholt
- Penn Township Commissioners Mark Elksnis and Justin Heiland
- Hanover Area Volunteer Fire and Rescue Jeffrey Spielman and George Zimmerman
- Hanover Area Fire and Rescue Chief Anthony Clousher
- EMA Coordinator Jeff Waltman
- Penn Township Manager Donna Sweeney
- Solicitor Gold (via phone)

The meeting was called to order by Chairman Newman at 5:30 p.m. Chief Clousher completed roll call; seven (7) voting members were present, there is a quorum.

Announcement of Executive Session: There will be an Executive Session held after the meeting to discuss personnel matters.

Public Comment: None.

Consent Agenda Approval:

- Councilman Kress moved for the approval of all three items on the Consent Agenda for November 2024. Seconded by Commissioner Elksnis, motion carried unanimously.

Treasurers Report:

- See report provided by Brown Plus attached with minutes.

Committee Reports:

- Finance/Personnel:
 - Motion made by Councilman Kress and seconded by Commissioner Heiland to adopt the 2025 Fire Commission Budget as previously approved and presented to the municipalities. Motion carried unanimously.
- Facilities & Apparatus:
 - The Lowe's Hometowns project on the EMS bunk room at Wirt Park originally scheduled for February will now start work in January.
 - In the next few weeks, Schmuck Lumber Company will be installing new windows at Wirt Park.

FIRE Chief's Report:

- The 2010 KME engine is back at the station on reserve and once the door hinge is replaced the engine will be placed back in service.
- Waiting on wiring parts from Leid Diesel to repair the 2008 Sutphen.
- Received a \$3,000.00 donation from the Exchange club for the Chili Cook Off.
- Penn Township neighborhoods were visited by Santa on December 14th & 15th.
- We are still waiting for the adjustor to give us the total cost of repairs for Utility 79-1 that was involved in an accident last Friday.
- Chief Clousher thanked the volunteers for their support with the Santa detail as well as several working fires that occurred this past week.

EMS Report:

- See report attached with minutes.

EMA Report:

- Mr. Waltman recognized the Fire Police members and thanked them for the long hours and work they perform on incident scenes.
- If anyone is interested in assisting or learning more about Emergency Management should contact Mr. Waltman for more information.

Hanover Area Volunteer Fire & Rescue Report:

- See report attached with minutes.

Unfinished Business: None.**New Business:** None.**Public Comment:**

- Howard Billig spoke on the ongoing contract negotiations with EMS and asked that the board meet with the union more consistently so the contract can be finalized.

At 5:45 p.m. motion to adjourn made by Commissioner Heiland, second by Councilman Greenholt. Motion carried unanimously.

The next scheduled meeting will be held on January 16, 2025, at 5:30 p.m. at Clover Lane Station.

Respectfully Submitted,



April Wetzel

Recording Secretary

HAFR EMS Report for November 2024

- 287 Calls handled by HAFR for the month
- Two (2) part time providers hired. Paramedic Casey Terek and AEMT Ashli Stroud
 - Multiple interviews scheduled in December
- One clinical save for the month



Hanover Area Volunteer Fire and Rescue

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Commission Meeting Presentation

19 December 2024 Clover Lane Station

George L. Zimmerman

HAVFR Spokesman

1. Volunteer Commitment

Last weekend presented a challenge for all of us. Just in case you missed the local news, there were three (3) working fires - an urgent police response situation downtown that required multiple resources including our Fire Police – the Air Truck was requested in Adams County – Santa Parades on Saturday and Sunday. The good news is we were able to support all of these events by providing fifty-seven (57) volunteers across the spectrum of requested services.

2. Thank You

We would like to recognize the Penn Township Board of Commissioners for their request and invitation to provide Santa Claus with a safe escort and assistance with his candy cane distribution and spreading Christmas spirit.

With our assistance, Santa was able to cover the entire township over the weekend. We are thankful for the opportunity to connect with the families in our service area to welcome Santa.

3. Gifting Our Police Departments

At our recent Company meeting, we were able to extend Christmas spirit to the Hanover and Penn Township Police Departments with a gift of Emergency Fire Blankets for all of their emergency vehicles. The fire blanket is a handy item to have available to suppress all types of small fires such as stoves, appliances, grills, fire pits, etc. The blankets may be reused and have no expiration date. They are an ideal tool for

1st responders and home owners. You can learn more about the blankets by checking out the website preparedhero.com. It was a pleasure to gift the officers with another tool in their vehicles as they are continually patrolling our communities

4. Merry Christmas

May the gifts of peace and joy find their way into your homes this Christmas Season. Best wishes for a happy, healthy New Year.