



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Board Reorganization:
  - a. Recognition of Penn Township Representatives & Alternate
  - b. Recognition of Hanover Borough Representatives & Alternate
  - c. Recognition of Hanover Area Volunteer Fire & Rescue Representatives & Alternate
  - d. Motion to appoint the Member At-Large
  - e. Motion to elect a Chairperson
  - f. Motion to elect a Vice Chair
  - g. Motion to appoint the Secretary
  - h. Motion to appoint the Treasurer
3. Committee Appointments by the New Chair:
  - a. Finance/Personnel Committee
  - b. Facilities/Apparatus Committee
4. Announcement of Executive Session
5. Public Comment
6. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

  - a. December 2023 Meeting Minutes
  - b. December 2023 Fire Report
  - c. December 2023 A/P Check Run
7. Treasurer's Report
8. Committee Reports
  - a. Finance & Personnel
    - i. Motion to approve establishing a checking account for EMA, separating funds from the Commission funds.
    - ii. Motion to approve the Memorandum of Agreement (MOA) for the position of Advance EMT.
    - iii. Update on Payroll/HR outsourcing
  - b. Facilities & Apparatus
9. FIRE/EMS Chief's Report
  - a. Years of Service Recognition
  - b. Commendations
  - c. Check Presentation from Michael Krecko Estate
10. EMA Report
11. Hanover Area Volunteer Fire and Rescue Report

12. Unfinished Business

13. New Business

14. Public Comment

15. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. January 2024 Meeting Minutes
  - b. January 2024 Fire Report
  - c. January 2024 A/P Check Run
5. Treasurer's Report
6. Committee Reports
  - a. Finance & Personnel
  - b. Facilities & Apparatus
7. FIRE/EMS Chief's Report
8. EMA Report
9. Hanover Area Volunteer Fire and Rescue Report
10. Unfinished Business
11. New Business
12. Public Comment
13. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. February 2024 Meeting Minutes
- b. February 2024 Fire Report
- c. February 2024 A/P Check Run

5. Treasurer's Report
  - a. Presentation by Brown Plus (formerly Brown Schultz Sheridan & Fritz) to present a proposal for financial oversight for the Commission.
6. Committee Reports
  - a. Finance & Personnel
    - i. Motion to authorize the Fire Chief to enter into an agreement with Paytime to upgrade the services we currently receive to include Time & Attendance and Human capital Management and ACA Compliance Module + form generation.
  - b. Facilities & Apparatus
7. FIRE/EMS Chief's Report
8. Commendation Presentations
9. EMA Report
10. Hanover Area Volunteer Fire and Rescue Report
11. Unfinished Business
12. New Business
13. Public Comment
14. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. March 2024 Meeting Minutes
- b. March 2024 Fire Report
- c. March 2024 A/P Check Run

5. Treasurer's Report

6. Committee Reports

- a. Finance & Personnel

- i. Motion to approve the updated proposal from Brown Plus to provide monthly financial oversight for the Commission.
- ii. Motion to approve the updated proposal from iSolved to include Human Resource services.

- b. Facilities & Apparatus

7. FIRE/EMS Chief's Report

- a. Commendations Presentation

8. EMA Report

9. Hanover Area Volunteer Fire and Rescue Report

10. Unfinished Business

11. New Business

12. Public Comment

13. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. April 2024 Meeting Minutes
- b. April 2024 Fire Report
- c. April 2024 A/P Check Run

5. Treasurer's Report
6. Committee Reports
  - a. Finance & Personnel
    - i. Motion to approve the Personnel/HR Policies as reviewed by the Solicitor.
  - b. Facilities & Apparatus
7. FIRE/EMS Chief's Report
8. EMA Report
9. Hanover Area Volunteer Fire and Rescue Report
10. Unfinished Business
11. New Business
12. Public Comment
13. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session (There will be an Executive Session held prior to the meeting at the request of Mr. Spielman)
3. Public Comment
4. CONSENT AGENDA  
Accept motion to approve items on the Consent Agenda as follows:
  - a. May 2024 Meeting Minutes
  - b. May 2024 Fire Report
  - c. May 2024 A/P Check Run
5. Treasurer's Report
  - a. Review report provided by Brown Plus
6. Committee Reports
  - a. Finance & Personnel
  - b. Facilities & Apparatus
    - i. Report on Station 1 apron repairs
    - ii. New Medic unit in-service
7. FIRE/EMS Chief's Report
8. EMA Report
9. Hanover Area Volunteer Fire and Rescue Report
10. Unfinished Business
11. New Business
  - a. Discussion on an EMS Supervisor
  - b. Appoint a committee for the EMS contract negotiations
12. Public Comment
13. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session: An Executive Session was held on July 9<sup>th</sup> to discuss personnel items.
3. Public Comment
4. CONSENT AGENDA  
Accept motion to approve items on the Consent Agenda as follows:
  - a. June 2024 Meeting Minutes
  - b. June 2024 Fire Report
  - c. June 2024 A/P Check Run
5. Treasurer's Report
  - a. Review report provided by Brown Plus
6. Committee Reports
  - a. Finance & Personnel
  - b. Facilities & Apparatus
7. FIRE/EMS Chief's Report
  - i. We are hosting a week-long Continuing Education Program Aug 19<sup>th</sup> thru Aug 23<sup>rd</sup>. The schedule of classes will be fourth coming from Jerry Misner, the clinical educator.
  - ii. National Night Out will be held again this year at South Western Middle School on August 6<sup>th</sup> from 6 p.m. to 8 p.m. Fire & EMS apparatus will be on display. The SCUBA team will also be providing demonstrations.
  - iii. New Hope Ministries is holding a Back-to-School Event on August 8<sup>th</sup> from 10 a.m. to 3 p.m. Truck 79 will attend for a few hours for the kids.
  - iv. Penn Township Police Department will be using the Clover Lane meeting room on Aug 14<sup>th</sup>, 26<sup>th</sup> & 27<sup>th</sup> for training.
8. EMA Report
9. Hanover Area Volunteer Fire and Rescue Report
10. Unfinished Business
11. New Business
12. Public Comment
13. Adjournment





Agenda  
Hanover Area Fire and Rescue Commission  
Thursday, August 15, 2024  
Clover Lane Fire Station @ 5:30 p.m.

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. July 2024 Meeting Minutes
  - b. July 2024 Fire Report
  - c. July 2024 A/P Check Run
5. Treasurer's Report
    - a. Review report provided by Brown Plus
  6. Committee Reports
    - a. Finance & Personnel
      - i. Approve Job Description for Deputy Chief
      - ii. Authorize the Fire Chief to publish the job posting
    - b. Facilities & Apparatus
  7. FIRE/EMS Chief's Report
  8. EMA Report
  9. Hanover Area Volunteer Fire and Rescue Report
  10. Unfinished Business
    - a. Update of the firefighter pension plan
  11. New Business
  12. Public Comment
  13. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. August 2024 Meeting Minutes
  - b. August 2024 Fire Report
  - c. August 2024 A/P Check Run
5. Treasurer's Report
    - a. Review report provided by Brown Plus
  6. Committee Reports
    - a. Finance & Personnel
      - i. Motion to approve moving the proposed budget to the municipalities for approval.
    - b. Facilities & Apparatus
  7. FIRE/EMS Chief's Report
  8. EMA Report
  9. Hanover Area Volunteer Fire and Rescue Report
  10. Unfinished Business
  11. New Business
  12. Public Comment
  13. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. September 2024 Meeting Minutes
  - b. September 2024 Fire Report
  - c. September 2024 A/P Check Run
5. Treasurer's Report
    - a. Review report provided by Brown Plus
  6. Committee Reports
    - a. Finance & Personnel
      - i. Motion to approve moving the proposed budget to the municipalities for approval.
    - b. Facilities & Apparatus
  7. FIRE/EMS Chief's Report
  8. EMA Report
  9. Hanover Area Volunteer Fire and Rescue Report
  10. Unfinished Business
  11. New Business
  12. Public Comment
  13. Adjournment



Agenda  
Hanover Area Fire and Rescue Commission  
Thursday, November 21, 2024  
Clover Lane Fire Station @ 5:30 p.m.

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. October 2024 Meeting Minutes
  - b. October 2024 Fire Report
  - c. October 2024 A/P Check Run
5. Treasurer's Report
    - a. Review report provided by Brown Plus
  6. Committee Reports
    - a. Finance & Personnel
      - i. Motion to authorize the Chief to sign the engagement letter with Hamilton-Musser for the 2024 audit.
    - b. Facilities & Apparatus
  7. FIRE Chief's Report
  8. EMS Report
  9. EMA Report
  10. Hanover Area Volunteer Fire and Rescue Report
  11. Unfinished Business
  12. New Business
  13. Public Comment
  14. Adjournment



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

*Call to Order of the Meeting*

1. Declaration of a Quorum
2. Announcement of Executive Session
3. Public Comment
4. CONSENT AGENDA

Accept motion to approve items on the Consent Agenda as follows:

- a. November 2024 Meeting Minutes
- b. October & November 2024 Fire Report
- c. November 2024 A/P Check Run

5. Treasurer's Report

- a. Review report provided by Brown Plus

6. Committee Reports

- a. Finance & Personnel

- i. Motion to adopt the 2025 Fire Commission Budget as previously approved and presented to the municipalities.

- b. Facilities & Apparatus

7. FIRE Chief's Report

8. EMS Report

9. EMA Report

10. Hanover Area Volunteer Fire and Rescue Report

11. Unfinished Business

12. New Business

13. Public Comment

14. Adjournment