

MOORHEAD FIRE DEPARTMENT
DIVISIONS

1981 ANNUAL REPORT

Moorhead Fire Department

1120 - 1st AVENUE NORTH
MOORHEAD, MINNESOTA 56560
PHONE 236-6542

MARLAN V. ANDERSON
Fire Chief



Honorable Mayor & Members of the City Council:

The 1981 Fire Department Annual Report represents the combined effort and cooperation of all members of the Fire Department and all divisions within the Department.

The total fire loss for 1981 amounted to \$178,509.00, with a decrease of \$138,552.00, or 43.6% less than 1980. The total number of alarms answered for 1981 was 423, a decrease of 1.8% from the previous year. The number of emergency medical calls decreased by 7.3% from the previous year. There were no fire deaths in 1981.

The year 1981 had many highlights of success in the Department, but through the economy pinch Moorhead Fire Department lost four positions, two by attrition and two by layoffs. The Moorhead Fire Department and divisions of the Fire Department will continue to give the best service that it possibly can to protect life, property and service to the City of Moorhead.

Added to this report will be reports from Fire Prevention, school safety, Fire Relief Association, Building Codes Division, and Environmental Health.

I want to thank Mayor Lanning and members of the Moorhead City Council, and a special thanks to Chairperson Barbara Sipson, along with Mary Davies, Martin Pinkney and Vic Fergen, members of the Public Safety Committee, for their help and direction given to my predecessor and for the help and direction which they will be giving me in the future.

Respectfully submitted,

Marlan Anderson

Marlan Anderson
Fire Chief

Moorhead Fire Department

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UPCOMING GOALS FOR MOORHEAD FIRE DEPARTMENT

1. To provide the City of Moorhead with a professional fire fighting force to answer all emergency calls and to maintain a manning level within reasonable cost.
2. To establish a system to provide an education process to allow fire fighters to better themselves by gaining more expertise in the fire service.
3. To provide the City of Moorhead a with a professional building codes and environmental health staff to give better service to the City.

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Fire Chief



FIRE PREVENTION REPORT

JANUARY 1, 1981 through DECEMBER 31, 1981

FIRE PREVENTION BUREAU MAN HOURS ON FIELD INSPECTION	2,208
FIRE PREVENTION BUREAU INSPECTIONS	1,015
VIOLATIONS	263
CORRECTIONS	213

TIME SPENT IN THE FOLLOWING AREAS (HOURS) BY FIRE MARSHAL

MEETINGS & CONFERENCES	79
SCHOOLS	38
FIRE INVESTIGATIONS	20
FIRE SAFETY CLASSES GIVEN	13
FIRE DEPARTMENT DUTIES	103

Submitted by:

Marlan Anderson
Marlan Anderson, Fire Marshal
Fire Prevention Bureau

MA/lw

Moorhead Fire Department

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Fire Chief



It has been proven time and time again over the past year in Moorhead that through the cooperation of the system's educators and the experience of the local fire department, fire safety can be taught as a separate subject and can also be integrated into other curriculum areas throughout the elementary grades. A progression of in-depth fire safety learning should be provided from the simplest to the more complex throughout the grades.

When taught separately, fire safety should be cycled in schools and presented in at least one grade in each level: Level I (K-2), Level II (3-4), and Level III (5-6). This will assure a sequential program and prevent redundancy. Here in Moorhead the organizational arrangements are determined by individual schools, and expertise in fire fighting supplied by the fire department's personnel.

In addition to having value as fire safety learning, many of the integrated activities in the curriculum provide core learning and enrichment experiences in basic subjects. Field tests in the Moorhead school system have shown that the curriculum involves a minimum of ten hours of classroom time per year at each level. At this standard, each level will utilize the curriculum to its best advantage. Teachers are planning their own program needs.

In one year's time, NFPA's "Learn Not to Burn" has been implemented and put into action here in Moorhead. At this point the future of the curriculum is basically in the hands of the professional educators. I might add that in no better hands could a responsibility like this be placed, with the people who are trained and educated in the expertise of education.

Six hours a week of in-classroom education has been spent this past year. As far as the future and the local fire department's position in the educational process, support has been great within the department. Chief Marlan Anderson has indicated a top priority attitude.

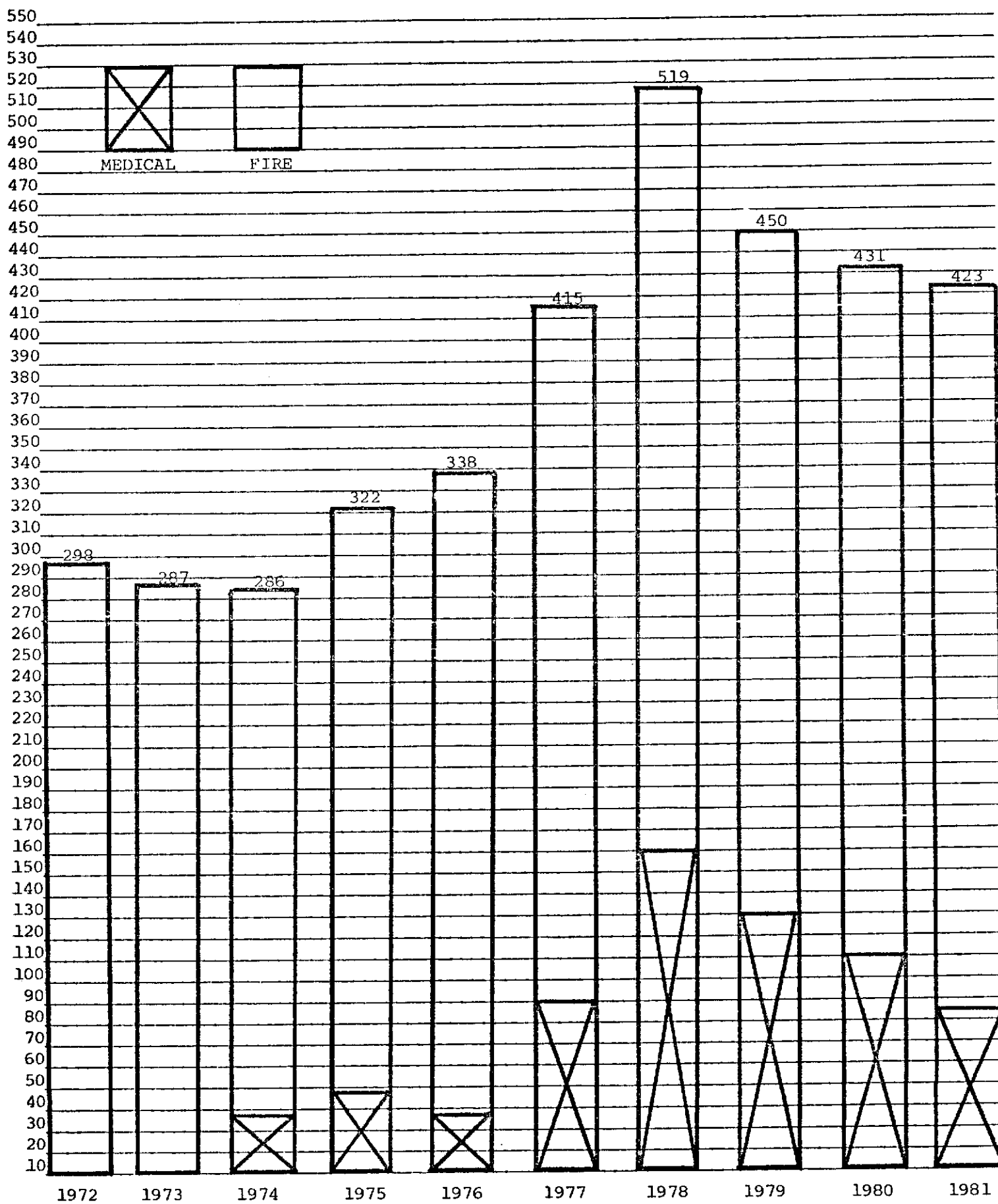
Again I must repeat myself and say that a continued effort on the part of the city and fire department is a must if our children are to grow to be fire safe adults.

Tom Schons

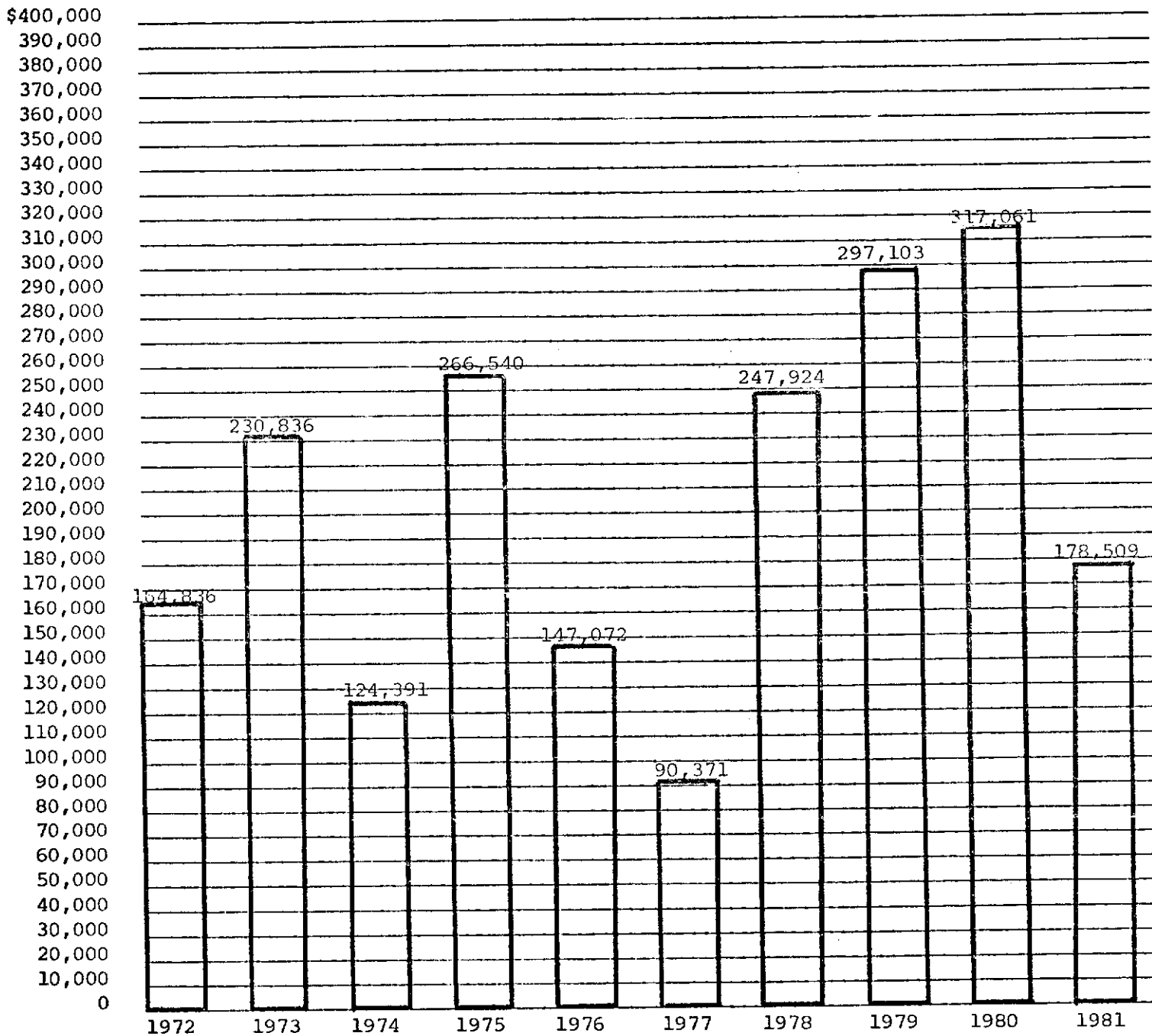
NUMBER OF ALARMS & TOTAL DOLLAR AMOUNT
OF FIRE LOSS WITHIN THE CITY OF MOORHEAD, 1981

MONTH	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
PUBLIC ASSEMBLY	1	0	0	0	0	0	2	0	0	0	0	0	3
EDUCATION	2	0	0	0	0	0	1	0	0	1	0	1	5
RESIDENCE DWELLING	4	5	9	2	3	3	2	4	4	4	9	13	62
RESIDENCE APARTMENT	2	1	0	5	1	2	3	4	5	2	2	5	32
MERCANTILE STORE	1	1	1	0	0	3	0	0	0	1	0	2	9
OFFICES	0	0	0	1	0	0	0	0	0	0	0	1	2
UTILITIES	0	0	0	0	0	0	0	0	2	1	1	0	4
INDUSTRIAL MANUFACTURE	0	0	1	0	0	0	0	0	1	0	0	0	2
STORAGE	0	1	0	0	0	0	0	0	0	0	0	0	1
SPECIAL PROPERTIES	3	0	0	0	0	0	0	0	0	0	0	0	3
MOBILE VEHICLES	2	6	3	5	7	6	7	5	3	4	3	3	54
MEDICAL EMT 1ST AID	10	10	5	5	11	6	5	11	6	4	6	4	83
RESCUE	0	1	0	0	0	0	0	1	0	1	1	1	5
INVEST.	6	4	11	6	12	6	8	10	10	6	6	13	98
FALSE ALARM	6	3	4	6	4	1	1	0	3	0	3	4	35
MUTUAL AID	1	0	0	0	0	0	0	0	0	0	0	0	1
MISC. OTHER	0	0	4	2	1	3	2	3	5	1	3	0	24
TOTAL ALARMS	38	32	38	32	39	30	31	38	39	25	34	47	423
TOTAL FIRE LOSS	\$35,025	\$13,490	\$600	\$1,325	\$6,100	\$1,520	\$5,500	\$1,850	\$650	\$1,400	\$899	\$110,150	\$178,509.0

NUMBER OF ALARMS IN MOORHEAD FOR THE LAST TEN YEARS



FIRE LOSS FOR MOORHEAD FOR THE PAST TEN YEARS










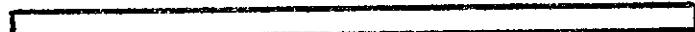
















1981 FIRE CALLS
NUMBER OF ALARMS PER DAY OF WEEK

SUNDAY	65
MONDAY	60
TUESDAY	50
WEDNESDAY	77
THURSDAY	52
FRIDAY	53
SATURDAY	66
TOTAL	423

1981 FIRE CALLS

NUMBER OF ALARMS AT TIME OF DAY

0000 - 0100		10
0100 - 0200		8
0200 - 0300		7
0300 - 0400		9
0400 - 0500		7
0500 - 0600		5
0600 - 0700		4
0700 - 0800		17
0800 - 0900		11
0900 - 1000		28
1000 - 1100		26
1100 - 1200		24
1200 - 1300		23
1300 - 1400		20
1400 - 1500		23
1500 - 1600		21
1600 - 1700		25
1700 - 1800		20
1800 - 1900		30
1900 - 2000		25
2000 - 2100		20
2100 - 2200		20
2200 - 2300		22
2300 - 2400		18

TOTAL 423

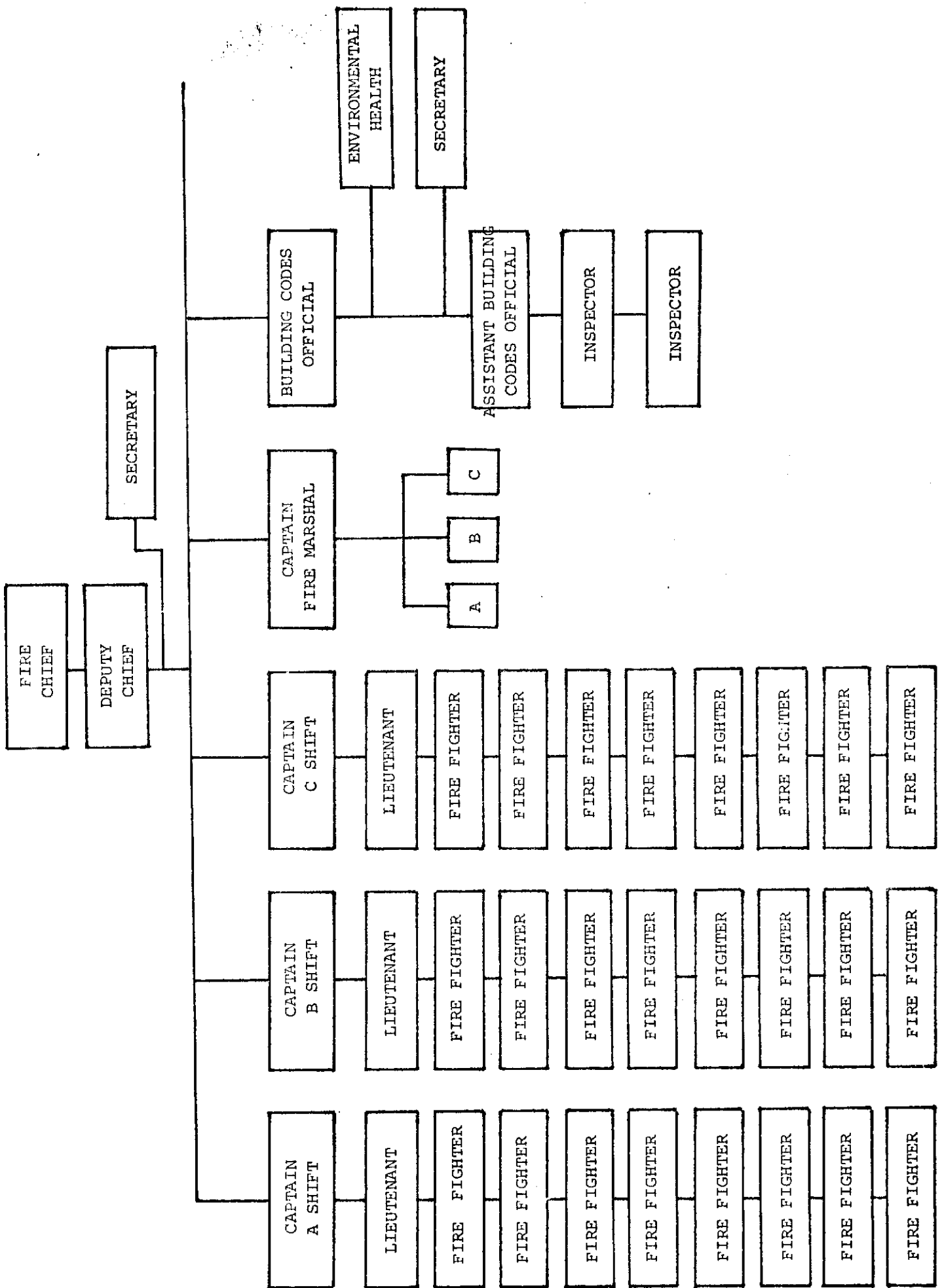
INCENDIARY FIRES IN STRUCTURES AND VEHICLES

ALL FIRES WHICH WERE DELIBERATELY SET OR WHICH ARE SUSPECTED OF HAVING BEEN DELIBERATELY SET.

	NUMBER OF FIRES	NUMBER OF CIVILIAN FIRE CASUALTIES		ESTIMATED PROPERTY DAMAGE FROM FIRE
		DEATHS	INJURIES	
Structure fires of definite incendiary origin	1	0	0	400.00
Structure fires of suspicious origin but not definitely established as incendiary	1	0	0	32,500.00
Vehicle fires, incendiary & suspicious	0	0	0	0

ON-DUTY FIRE FIGHTER INJURIES

NATURE OF MOST SERIOUS INJURY OR ILLNESS	FIRE GROUND	OTHER RELATED	TRAINING	OTHER ON-DUTY
Burns & smoke inhalation (fire or chem.)	0	0	0	0
Burns only (thermal or chemical)	0	0	0	0
Smoke inhalation only (fire gas or other)	0	0	0	0
Wound, cut, bleeding	0	0	0	1
Dislocation, fracture	0	0	0	0
Heart attack	0	0	0	0
Shock	0	0	0	0
Strain, sprain	0	0	0	4
Internal injury not specified above	0	0	0	1
Other	0	0	0	3
TOTAL	0	0	0	9



FIRE DEPARTMENT PERSONNEL
1981

Garfield F. Anderson, Fire Chief

Birthdate: April 18, 1927
Date of entrance to Fire Department: June 4, 1948 (33 yrs. 7 mo.)
Date of appointment to Lieutenant: January 1, 1954
Date appointed to Captain: November 1, 1958
Date appointed to Assistant Fire Chief: January 1, 1970
Date appointed to Fire Chief: June 1, 1974
Date of retirement: December 15, 1981

R. Donald Dawson, Deputy Fire Chief

Birthdate: November 19, 1926
Date of entrance to Fire Department: July 7, 1952 (29 yrs. 6 mo.)
Date appointed to Lieutenant: November 1, 1958
Date appointed to Captain: January 1, 1970
Date appointed to Deputy Fire Chief: January 15, 1978
Date of retirement: December 15, 1981

Raymond L. Rasmussen, Captain

Birthdate: August 9, 1921
Date of entrance to Fire Department: November 5, 1952 (29 yrs. 2 mo.)
Date appointed to Lieutenant: December 15, 1964
Date appointed to Captain: January 1, 1970

Larry Schons, Captain

Birthdate: March 3, 1929
Date of entrance to Fire Department: April 15, 1957 (24 yrs. 9 mo.)
Date appointed to Lieutenant: August 1, 1969
Date appointed to Captain: February 1, 1970

Morris Kelsven, Captain

Birthdate: October 28, 1935
Date of entrance to Fire Department: October 31, 1958 (23 yrs. 2 mo.)
Date appointed to Lieutenant: January 1, 1970
Date appointed to Assistant Fire Chief: July 1, 1974
Date returned to Captain: January 15, 1978

Marlan Anderson, Captain (Fire Marshal)

Birthdate: May 12, 1936
Date of entrance to Fire Department: February 1, 1966 (15 yrs. 11 mo.)
Date appointed to Lieutenant: March 15, 1974
Date appointed to Captain: April 1, 1979

Gene Wasfaret, Lieutenant

Birthdate: May 26, 1937
Date of entrance to Fire Department: June 9, 1959 (22 yrs. 7 mo.)
Date appointed to Lieutenant: February 1, 1970

Dean Nelson, Lieutenant

Birthdate: June 4, 1934
Date of entrance to Fire Department: August 15, 1962 (19 yrs. 5 mo.)
Date appointed to Lieutenant: January 1, 1974

Lloyd Emerson, Lieutenant

Birthday: January 19, 1940

Date of entrance to Fire Department: February 1, 1962 (19 yrs. 11 mo.)

Date appointed to Lieutenant: July 1, 1974

National Registry of Emergency Medical Technicians: June 20, 1972

Ordell Leines, Firefighter

Birthday: June 30, 1936

Date of entrance to Fire Department: February 1, 1962 (19 yrs. 11 mo.)

National Registry of Emergency Medical Technicians: January 22, 1974

Martin Soeth, Firefighter

Birthday: January 7, 1938

Date of entrance to Fire Department: May 1, 1962 (19 yrs. 8 mo.)

National Registry of Emergency Medical Technicians: January 22, 1974

Registered Scuba Diver: September 1, 1975

Albin Nelson, Firefighter

Birthday: October 18, 1936

Date of entrance to Fire Department: September 15, 1962 (19 yrs. 4 mo.)

Donald O. Johnson, Firefighter

Birthday: October 20, 1941

Date of entrance to Fire Department: January 1, 1964 (18 yrs.)

National Registry of Emergency Medical Technicians: December 31, 1974

David Pederson, Firefighter

Birthday: March 23, 1942

Date of entrance to Fire Department: January 1, 1965 (17 yrs.)

National Registry of Emergency Medical Technicians: June 20, 1972

Gary Schulz, Firefighter

Birthday: August 4, 1942

Date of entrance to Fire Department: August 1, 1969 (12 yrs. 5 mo.)

National Registry of Emergency Medical Technicians: December 31, 1974

Lynn Hulst, Firefighter

Birthday: November 9, 1944

Date of entrance to Fire Department: April 1, 1970 (11 yrs. 9 mo.)

MN Registry of Emergency Medical Technicians: November 28, 1975

Don Bratlien, Firefighter

Birthday: April 12, 1943

Date of entrance to Fire Department: August 1, 1970 (11 yrs. 5 mo.)

National Registry of Emergency Medical Technicians: December 31, 1976

Lyle Gernand, Firefighter

Birthday: April 24, 1946

Date of entrance to Fire Department: August 1, 1970 (11 yrs. 5 mo.)

National Registry of Emergency Medical Technicians: March 1977

Gary Haaland, Firefighter
 Birthday: September 30, 1942
 Date of entrance to Fire Department: August 1, 1970 (11 yrs. 5 mo.)
 National Registry of Emergency Medical Technicians: December 31, 1976

Raymond Kline, Firefighter
 Birthday: September 18, 1942
 Date of entrance to Fire Department: August 1, 1970 (11 yrs. 5 mo.)
 National Registry of Emergency Medical Technicians: December 31, 1976

Dalan Rasmussen, Firefighter
 Birthday: January 22, 1947
 Date of entrance to Fire Department: August 1, 1970 (11 yrs. 5 mo.)
 National Registry of Emergency Medical Technicians: December 31, 1974

Jerry Shawstad, Firefighter
 Birthday: September 5, 1942
 Date of entrance to Fire Department: August 1, 1970 (11 yrs. 5 mo.)
 National Registry of Emergency Medical Technicians: March 1977

Harlan Halbakken, Firefighter
 Birthday: September 28, 1943
 Date of entrance to Fire Department: March 1, 1971 (10 yrs. 10 mo.)
 National Registry of Emergency Medical Technicians: March 1977

Harold Bradsteen, Firefighter
 Birthday: May 15, 1942
 Date of entrance to Fire Department: August 1, 1972 (9 yrs. 5 mo.)
 National Registry of Emergency Medical Technicians: May 1977

Mike Sigdestad, Firefighter
 Birthday: December 11, 1950
 Date of entrance to Fire Department: February 1, 1974 (7yrs. 11 mo.)
 National Registry of Emergency Medical Technicians: November 28, 1975

Roy Simmons, Firefighter
 Birthday: December 10, 1951
 Date of entrance to Fire Department: July 1, 1974 (7 yrs. 6 mo.)
 National Registry of Emergency Medical Technicians: May 1977

Albert Bandvik, Firefighter
 Birthday: September 18, 1948
 Date of entrance to Fire Department: July 15, 1975 (6 yrs. 6 mo.)

Terry Beach, Firefighter
 Birthday: May 11, 1950
 Date of entrance to Fire Department: July 15, 1975 (6 yrs, 6 mo.)
 National Registry of Emergency Medical Technicians: May 1977

Daryl Hendricksen, Firefighter
 Birthday: May 20, 1953
 Date of entrance to Fire Department: July 15, 1975 (6 yrs. 6 mo.)
 National Registry of Emergency Medical Technicians: May 1977

Mike Saulsbury, Firefighter

Birthday: August 19, 1950

Date of entrance to Fire Department: July 15, 1975 (6 yrs. 6 mo.)

Tom Schons, Firefighter

Birthday: June 14, 1952

Date of entrance to Fire Department: July 15, 1975 (6 yrs. 6 mo.)

Carroll Simpson, Firefighter

Birthday: December 25, 1945

Date of entrance to Fire Department: July 15, 1975 (6 yrs. 6 mo.)

Jon Kolba, Firefighter

Birthday: April 27, 1954

Date of entrance to Fire Department: September 4, 1979 (2 yrs. 4 mo.)

Moorhead Fire Department

1120 - 1st AVENUE NORTH
MOORHEAD, MINNESOTA 56560
PHONE

GARFIELD F. ANDERSON
Fire Chief

R. DONALD DAWSON
Deputy Fire Chief

CAPT. MARLAN ANDERSON
Fire Marshal

HOUSING & ZONING DEPARTMENT SUMMARY 1981



The transfer and integration of this department into the Fire Department has been accomplished. February through April was spent in developing a workable administrative framework and training personnel. The inspection program has been running as planned in May through October.

All zoning issues have been handled by the Director as they occurred. Most of these issues have been minor in scope with little or no follow-up required. Major issues have been documented and referred for consultations as needed. Please note the specifics of zoning issues in the 1981 file.

Administratively, the inspection program has been well received. It appears to be working well with the Fire Prevention Bureau and the new "developments" can be at least functional. The same is true of the personnel training program. Fire inspectors have capably performed their duties.

The main thrust of the inspection program in 1981 has been toward multiples for ease of training and facilitating Fire Prevention Bureau overlap and integration. Company inspections have been the main tool. It is our estimate that 80-85% of all multiples in the city were entered and inspected. In these multiples of 25-30% of the apartments (or dwelling) units were inspected. If a larger number of violations were noted in a particular structure, all apartments were inspected if it was at all possible to do so.

In addition, the concentration of the Director has been toward reinspection of previous violations. A large number of properties listed as in violation from 1978, 1979 and 1980 were never reinspected for corrections. In 1981, therefore, these addresses were reinspected as priority for time permitted. Most of these remain deficient.

Together with 1981 inspections with violations, a backlog of needed reinspections exists. It should be anticipated that meeting the level of reinspections required will occupy a majority of future man hours.

Due to the budget process, rumors, and other contributory factors, the last three months of 1981 have been spent arranging for the administrative transfer to Fire Prevention. Records and the administrative procedures have been reviewed and clarified for the staff which will assume responsibility. Discussions and consultation regarding problems real and anticipated have been frequent. I am confident that the zoning can be fully and completely performed by Building Codes. I am also confident that the Housing program can be performed by the Fire Prevention Bureau as modified by previous proposals which have been submitted.

Sincerely,

Charles M. Reitmeier
Charles M. Reitmeier

CR/lw

**HOUSING CODE COMPLIANCE REPORTS
MOORHEAD, MINNESOTA**

TOTAL

Report for the period --- ~~2~~³/1/1981 thru ~~12~~¹⁰/31/1981

PRIORITY INSPECTION AREA

Name or Number of Neighborhood _____

Neighborhood Population _____

A. Neighborhood Housing Statistics

(Complete the following table from the 1970 Census figures, CRP, final Neighborhood Analysis or best current estimate).

Total No. of Housing Units in this Neighborhood _____

Total No. of Substandard and Deficient Units _____

- Sound units lacking some or all of the required sanitary facilities _____
- Deteriorating or deteriorated units _____
- Dilapidated units _____

B. 1) New Residential Structures _____ Housing Units _____ this period

2) New Residential Structures _____ Housing Units _____ Since 1970

C. Housing Code Compliance Record

Number of

1. (a) Total Insp. made this period
- (b) Initially insp. during this period
- (c) Total inspected to date
2. (a) Total found requiring compliance action this period
- (b) Initial Non-compliances encountered this period
- (c) Other Non-compliance carry-overs from prior periods
- (d) Total units requiring compliance action
3. (a) Brought into compliance this period
- (b) Razed or otherwise eliminated this period
- (c) Total compliance actions completed this period 3(a) plus 3(b)
- (d) Remaining in non-compliance at the end of this period 2(d) minus 3(c)
- (e) Number of complete reinspections
4. Non-conforming owner-occupied basement bedrooms

STRUCT.	D.U.	SL.RMS
226	355	7
35	37	0
325	581	11
228	398	11
25	25	2
115	213	4
295	524	11
38	52	0
1	2	0
39	54	0
259	470	11
65	92	0
3	3	0

CITY OF MOORHEAD
ENVIRONMENTAL HEALTH DIVISION
ANNUAL REPORT - 1981

ENVIRONMENTAL PROGRAM 1981

As stated, for the 1980 Environmental Health Report, a contract with the Minnesota Department of Health regarding licensing in food and lodging facilities was proposed. It has now been implemented. The idea of the contract was to eliminate uniform inspection for the current operations in food and lodging.

An indirect result of this contract was a systematic licensing procedure that has replaced the one used in the past. We have a comparable licensing system similar to the State's and has been proven to be much easier to utilize.

The contract with the State, which involved the redesigning of our existing food ordinances, did change one aspect of the inspection program. Even though it did include the lodging and boarding, the adoption of the 1972 Federal Food Ordinance did exclude the grocery stores from that inspection. In the past and at present we do not have a license for grocery stores; we had been using the 1962 Federal Food Ordinances, but as of 1972 the Food Ordinance excludes it. Therefore, we have been recommending orders in the stores, not writing them as a directive.

There has been a change in our mandatory food certification ordinance in that it excludes certain categories of food and beverage operations that now have been taken from the State during the present licensing and contracting.

The environmental program for the city of Moorhead includes inspection of hotels, motels, places of refreshment, boarding and lodging, limited food and beverage, and lodging houses, as well as general food service license. Also as mentioned, we inspect on a recommended basis grocery stores that are not associated with delicatessens, which would be food service operations. A complete list of areas covered by this Director can be found on Pages 6 and 7.

Classes are requested by NDSU, Concordia and MSU regarding differ-

ent phases of environmental health and food service, and the Quality Assurance Program. This is done on a yearly basis.

Swimming pools are also inspected. The water quality is also indicated by the sampling of the water bacterial analysis. We have a nuisance program which involves various ordinances that are under environmental health, such as car bodies, wood ordinances, unsanitary housing, and other various categories under Chapter 32, City Ordinance No. 395.

Meetings are held with different departments and staff members regarding similar problems that exist within the City.

Classes are being attended throughout the year regarding the State registration of Environmental Health Specialists.

The direct result of the contract with the State and the excellent work done by Marge Lokken, the existing records involving licensing of food, beverage and lodging establishments and the environmental records are presently in the best order that they have ever been.

New Items/Changes

I. Transfer

In January of 1981 Environmental Health was transferred to the Fire Department. Several moves were involved and the secretarial duties were not made effective until late Fall. As could be anticipated, production time was lost during the process.

II. Waste Management Board activities

In 1980 the state legislation formed the Waste Management Board composed of eight members whose duties were to find an acceptable method of disposing toxic waste material. As the process became more involved, it became essential that the information presented by the Board be obtained for review at the local level. The task was assigned by the Mayor of Moorhead to the Director of Environmental Health. Meetings were attended that pertained to the possibility of a Transfer/Storage Depot and a toxic waste disposal site being located in Clay County. A total of 17 meetings were attended throughout the year involving staff members, city/county officials and Waste Management Board staff and board members.

As the elimination of sites progressed, the County was left with an abundant number. A task force was appointed to represent the County and the city of Moorhead. The objective was to gather information that could be valuable as to the location of a toxic waste disposal site. Much information by City and Clay County staff members was submitted to the Waste Management Board regarding local conditions.

In late December, drilling operations were to be conducted in Clay County for further site evaluations. This Director was assigned the duty of monitoring the drilling operations. The Assistant City Engineer was obtained for the technical advice needed for monitoring the drilling operations. At present, February 1982, the monitoring of the drilling is being conducted by City/County staff personnel.

The possibility of continued staff time required for Waste Management Board activities is highly probable unless the local site areas are considered unsuitable for the disposal site.

III. Food Service Manager Certification

The Certification Program, which was started in Moorhead about 1975, has now received attention from within the state and has obtained national recognition by the F.D.A. which has listed our program as fulfilling F.D.A. recommendations for food service manager certification. In addition there have been requests from other state agencies regarding information on food service manager certification. Moorhead is now consulting with a local health department on certification procedures.

IV. Environmental Protection Agency Contingency Plan regarding local Hazardous Waste Spills

A request from E.P.A. Chicago was received by this Director in early spring of 1981 regarding the local implementation of a plan that would cover the immediate response to a local hazardous waste spill or a similar circumstance that would involve local departments and state agencies to provide immediate safeguards for the protection of the environment and population.

Strategic areas such as water supplies, transit routes, hospitals (ETC), etc. were documented as being secured as indicated by the included contingency plan found on Pages 13 and 14.

It is recommended that the plan be revised regarding local involvement.

V. Swimming Pool Ordinance Revisions

The last swimming pool ordinance was passed about 1967; since then, there has been changes economically and regulatory. The ordinance was updated regarding rules and regulations in about 1972. However the economic ramifications were not dealt with until this year. The cost of bacteriological sampling per pool has increased considerably since 1967. The ordinance revision in 1981 accommodates for the increased cost in sampling. No longer are state and city pools exempted. Hopefully the updated regulations should help balance the increased expense in maintaining the swimming pool program for the city of Moorhead.

Food/Beverage, Boarding/Lodging,
Hotel/Motel, Limited Food/Beverage
Inspections, etc.

Consultations	207
Correspondence/Orders	133
Investigations	165
Enforcement Procedures	5
Phone Calls	50

Grocery Stores

Consultations	23
Correspondence/Orders	22
Investigations	23
Enforcement Procedures	0
Phone Calls	14

Hot Lunch

Consultations	20
Correspondence/Orders	14
Investigations	20
Enforcement Procedures	0
Phone Calls	10

Swimming Pools

Consultations	73
Correspondence/Orders	7
Investigations	237
Enforcement Procedures	5
Samples	205
Phone Calls	15

Nuisance

General	106
Consultations/Phone Calls	61
Correspondence/Orders	57
Investigations/Rechecks	233
Enforcement Procedures	11

Specific Areas of Complaint/Consultation

	<u>Consult</u>	<u>Correspond</u>	<u>Investigate</u>	<u>Phone</u>	<u>Enforce</u>
MCIAA	2	1	3	1	1
Wood pile	3	1	3	3	
Gas odor	7	1	8		
Formaldehyde	2	1	2	9	
PCB	1		1	1	
Grocery/Meat	3			1	
Housing	9	1	4	5	
Lodging	1		1	5	
Rabies/County	2			10	
Food Service	6	4	6	15	1
Swimming Pool	4	1	4	5	
Odor/Beet plant	1				
River Pollution	1		3		
Air Monitoring (arena)	2		3		
Mobile Home			1		

Administration

	<u>Consult</u>	<u>Correspond</u>	<u>Meeting</u>	<u>Phone</u>
Licensing/Program Operation	As required	110		6
Pool Ordinance change	27	9	2 P.S.	4
Toxic Spill Contingency Plan		5	1	4
PCA-EPA				
Noise Ordinance	4		1 P.S.	2
Certification	40	66		24
H.R.R.	85			30
Waste Management Board	As required		17	23

Meetings Total

Public Safety (P.S.) 3
Management 1
Metro Council 2
Waste Management 17

Classes Attended

M.E.H.A. Conference
Environmental Law
Swimming Pool schools

Lectures Given

M.S.U. Subject: Environmental Health
Concordia Subject: Environmental Health
N.D.S.U. Subject: Food Service Mgmt Certification (2)
Tech School Subject: F.D.A. Regulations (2)
Univ. of MN Subject: Food Service Certification

Environmental Health

Grocery stores
Food service (restaurants)
Beverage
Lodging
Boarding (Day care)
Communicable disease complaints
Mobile home complaints
Waste Management Board - toxic waste
Swimming pools
Emergency floods, etc.
Toxic spills
Hot lunch program (schools)
Food handler's education
Smoking law (MCIAA)
PCA Air Pollution
Wood Ordinance
Car body nuisance calls
Non-residential materials (junk)
garbage/debris

55

RESTAURANT LICENSES

All-American Sub
Brazier Dairy Queen
Buttrey Food Store
Clay County Courthouse Cafe
Country Kitchen (South)
Duane's House of Pizza (R/R)
Eventide Lutheran Home
Fran's Cafe
Fryin' Plan
Godfather's Pizza (R/R)
Golden Phoenix, Inc.
Hardees Restaurant (North)
Hardees Restaurant (South)
Helgeson, Inc.
Highway Host
Highway Host Bandstand
Hawaiian Inn of Moorhead
Hornbacher's Deli
Kentucky Fried Chicken
K-Mart
Knight's of Columbus (R/R)
Knutson Food Center (Concordia)
Lampite Lounge (R/R)
McDonald's
Mr. Steak
M & H Restaurant
Manney's Mobile Service
Masonic Lodge
Mick's Office (R/R)
Moorhead Country Club (R/R)
Moorhead Dairy Queen
Moorhead State University Food Service
Moorhead Tastee Freez
Odd Fellows (Jolly Old Timers)
Pizza Hut (South) (R/R)
2 Pizza Huts (North) (R/R)
Ramada Inn Moorhead
Red Mill Lounge (R/R)
Red Owl Country Store
St. Francis DeSales School
St. Joseph School
Sher's Kitchen
Speak Easy (R/R)
Sunset Lanes (R/R)
Taco John's
Tom's Pizza
Trader & Trapper (R/R)
Tree Top, Inc.
V & L Tastee Freez
VFW Post 1223 (R/R)
Viking Restaurant
Viking Oaks (R/R)
Village Inn Pancake House
Wendy's Old Fashioned Hamburgers
Piggly Wiggly (North) 10

HOTEL/MOTEL LICENSES

Belmont Motel
Guest House Motel
Halliday Motel
Hawaiian Inn of Moorhead
Morningside Mo-Ho-Tel
Ramada Inn Moorhead
Motel 75
Super 8

PLACE OF REFRESHMENT LICENSES

American Legion
Baskin-Robbins
Corner Pocket, Inc.
Duane's House of Pizza
East Gate Lounge, Inc.
Kirby's Liquors
Knights of Columbus (Columbia Club of Moorhead)
La Casa Lounge
Lamplite Lounge
Moorhead Country Club
Mick's Office
Pizza Hut (South)
2 Pizza Hut (North)
Ralph's Corner, Inc.
Red Mill Lounge
Safari Theatre
Speak Easy
Sunset Lanes
Trader & Trapper
Tree Top, Inc.
VFW Post 1223
Viking Oaks (R/R)
Village Green Public Golf Course
Zodiac Lounge

BOARDING HOUSE LICENSES

Ardie's Day Care Center
Child Center, Inc.
Children's House
Clay County Development Achievement Center
Clay-Wilkin Opportunity Council, Head Start Program
Virginia Frisinger, Day Care
Group Family Day Care
Karen McGarvey Group Day Care
Moorhead Manor
Moorhead Senior Citizens & Community Center
Moorhead State Early Childhood Education Center
Northside Retirement Home
Nancy Ostenson Day Care
Janet Traaseth Day Care
Sally Schulte Day Care
Trinity Day Care Center

LIMITED FOOD/BEVERAGE LICENSES 4

Cinema Lounge
Moorhead Parks and Community Services
Ralph's Corner, Inc.
WXYZ 2

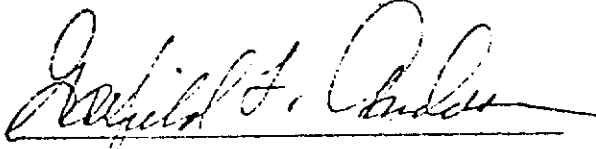
LODGING HOUSE LICENSES

Moorhead Manor
Northside Retirement Home, Inc.

LOCAL OIL & HAZARDOUS SUBSTANCE
POLLUTION CONTINGENCY PLAN
MOORHEAD, MINNESOTA

1. Environmentally sensitive area
 - A. All major truck routes and railroad lines
 1. Boarding residential areas
 2. Hospitals
 3. Water treatment plant
 4. Wells
 5. River contamination water supply
 6. Chemical storage warehouse
 7. Oil, bulk storage areas, and transfer
 8. Schools
 9. Sanitary sewer system
 - a. Treatment plant
 - b. Storm sewer system
 - c. River
2. Most probable location for pollution incidents
 - A. Areas along Burlington Northern Railroad
 - B. Major truck routes
 - C. Bulk oil storage area and transfer
 - D. Bas truck storage - boarding residential area
3. Resources that would be needed to respond to spill incidents
 - A. Plastic sheets
 - B. Absorbent materials
 - C. Sandbage
 - D. Plugs and diking materials
 - E. Trucks
 - F. Needed equipment

4. Where such resources can be obtained
 - A. All equipment, supplies can be obtained from within the city at various divisions
5. Plans of action for protecting vulnerable resources
 - A. None available
6. Sites for disposing of oil and hazardous substances
 - A. Suitable city owned property
7. Local organizational structures for spill response
 - A. Fire Department has an organizational plan for spill incidents
 1. Complete list of emergency notification numbers, state, federal, railroad, department of transportation
 2. Securing of needed materials
 3. Agreement with other city divisions regarding:
 - a. Securing needed equipment
 - b. Manpower needed
 - c. Vacating procedure
 - d. Temporary storage of contaminated materials
 - e. Handling of hazardous materials
 4. List and location of high risk areas regarding a probable incident



Garfield F. Anderson
Fire Chief



Donald Lawrence
Director, Environmental Health

CITY OF MOORHEAD
BUILDING CODES DIVISION
ANNUAL REPORT - 1981

BUILDING CODE DIVISION STAFF

FLOYD A. FAGERLIE
ALBERT F. HAMMER
E. W. "BUD" ANDERSON
CORLEY BENSON (9½ Months)
MARGE LOKKEN

CITY OF MOORHEAD BUILDING CODES DIVISION

ANNUAL REPORT - 1981

TO: MAYOR AND MEMBERS OF THE CITY COUNCIL
RESOURCE MANAGEMENT COMMITTEE
FIRE CHIEF MARLAN ANDERSON

Transmitted herein is the Division's Annual Report which contains various tables, tabulations, comparisons and comments as indicated in the Table of Contents. It can be used to analyze growth areas and type of construction patterns from past years, or just to relate to current activity.

BUILDING CODE DIVISION GOAL & OBJECTIVES	page 2
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Respectfully submitted,

Floyd A. Fagerlie

Floyd A. Fagerlie
Codes/Inspection Administrator

BUILDING CODE DIVISION GOAL AND OBJECTIVES

Building Codes and Standards establish uniform minimum regulations controlling design, construction, quality of materials, use of materials, and occupancy of structures in such manner as to provide a reasonable safeguard to life, health, property and public welfare.

GOAL:

To enforce the minimum standards of the various disciplines of the State Building Code, and to provide required and requested professional services to the design firm, contractors, suppliers, general public and the City Council for orderly disciplined growth which benefits the city on matters relating to new construction.

OBJECTIVES:

1. For department staff to continually improve their knowledge of the code and be aware of changing construction methods, new technology, and the new materials available.
2. For department staff to use their knowledge in construction practices, to better effect practical and uniform application of code requirements during enforcement and to utilize an appropriate degree of flexibility in unique circumstances.
3. To enforce the code fairly and equitably by using sound judgement at all times to not unduly provoke a hardship on anyone, and to protect against civil action being initiated against the city.
4. To perform assigned duties efficiently by disseminating information and explanations in a clear and concise manner to avoid misunderstanding thereby promoting a better image for the department and the city.
5. To keep the Governing Body periodically informed on matters that may affect the department or the jurisdiction.
6. To display respect and courtesy toward those with whom we associate in our daily contact.

BUILDING CODES DIVISION, CITY OF MOORHEAD

FIELD INSPECTION WORK LOAD AND DOCUMENTED FIELD PERFORMANCE COMPARISONS FROM 1973 THROUGH 1981

YEAR	VALUATION	PERMIT, LICENSE & SURCHARGE REVENUE	BUILDING				PLUMBING				HEATING			
			BLDG PER-MITS ISSUED	FIELD INSP RE-QUIRED	FIELD INSP MADE	% OF REQD INSP MADE	PLBG PER-MITS ISSUED	FIELD INSP RE-QUIRED	FIELD INSP MADE	% OF REQD INSP MADE	Htg PER-MITS ISSUED	FIELD INSP RE-QUIRED	FIELD INSP MADE	% OF REQD INSP MADE
1973	\$ 6,633,003	\$ 11,987	286	(@ 5) 1430	770	54%	141	564	417	74%	206	(@1.8) 371	118	32%
1974	7,429,547	11,438	271	1355	584	43%	84	336	260	77%	271	488	139	28%
1975 *	12,317,931	25,810	338	1690	1509	89%	157	628	412	66%	177	319	102	32%
(1) 1976	18,700,000	44,000	532	(@ 6) 3192	2076	65%	255	893	782	88%	263	473	228	48%
1977	32,970,868	65,326	542	3252	2155	66%	337	1180	1057	90%	411	740	325	44%
1978	18,644,200	56,194	445	2715	2174	80%	244	854	732	86%	240	432	168	39%
1979	22,339,723	71,791	529	(@6.3) 3333	2399	72%	256	1024	800	78%	384	691	292	42%
1980	14,803,000	68,970 Inc \$9,250 Gas & Tree S/C coll.)	436	2748 (+667)	3008	88%	136	544	541	73%	213	383 (+138)	401	77%
1981	28,416,479	77,559	388	3194	3136	98%	83	332	345	100%	199	298	292	95%

* Inspector staff level constant from August 1975 until 10-15-81 when reduced from 4 to 3.

(1) 1976: Start of State Energy Code Enforcement and Handicap Code.

Average number of field inspections required are difficult to estimate for building permits as it can vary from as few as 2 on small jobs to well in excess of 50 on larger projects.

CARRY-OVER BUILDING PROJECTS UNDER CONSTRUCTION ON
JAN. 1, 1982 ON WHICH INSPECTIONS MUST STILL BE MADE

- 84 TOTAL BUILDING PERMITS ACTIVE IN VARIOUS CATEGORIES AND STAGES
- 24 PLUMBING PERMITS - INSTALLATIONS NOT COMPLETED
- 39 HEATING PERMITS - INSTALLATIONS NOT COMPLETED
- 49 OF THE ACTIVE BUILDING PERMITS ARE OF MISCELLANEOUS RESIDENTIAL REMODELING AND UNCOMPLETED GARAGES VARIETY
- 7 OF THE ACTIVE BUILDING PERMITS ARE MINOR MISCELLANEOUS COMMERCIAL - UNCOMPLETED
- 30 OF THE ACTIVE BUILDING PERMITS ARE AS LISTED BELOW:

<u>RESIDENTIAL</u>	<u>COMMERCIAL</u>
<u>25% or less completed</u>	<u>25% or less completed</u>
<ul style="list-style-type: none"> 3 - Single family dwellings 4 - Duplexes representing 8 units 1 - Single family dwelling in Glyndon 1 - 47 unit Sharp School Elderly Housing Project 	<ul style="list-style-type: none"> - Plains Art Museum remodeling (Old Postoffice) - 1500 S. 23rd St. Cenex Chemical Depot renovation of a former Silverline building
<u>25-60% Completed</u>	<u>25-60% Completed</u>
None	<ul style="list-style-type: none"> - Mhd State University - Handicap retrofit on several buildings - American Crystal office building - interior remodeling - Busch Agricultural Resource Complex work - Wastewater Treatment facility - Douglas Truck Lines facility (Ind Park) - 801 Center Ave. (Taco John's - demolition of station)
<u>Over 60% Completed</u>	<u>Over 60% Completed</u>
<ul style="list-style-type: none"> 2 - Single family dwellings 4 - Duplexes in which one unit each is not completed 1 - Single family dwelling in Glyndon 	<ul style="list-style-type: none"> - Peggy's Pantry (new cafe in Foss Complex) - Dilworth Lutheran Church - Baker's Supply building remodeling (North half) - 1030 Main Ave.-ftgs & fdn for Champlin Auto Supply Store - 810 4th Ave. S. (Townsite Center computer room) - 111 S. 8th St. - Domino's Pizza

PLANS ON WHICH STAFF IS WORKING WITH THE DESIGNER OR PROJECTS FOR WHICH PERMITS HAVE BEEN ISSUED SINCE 1-1-82

- | | |
|---------------------------------|---|
| - 65 unit Fairmont East Project | - Champion Auto Parts |
| - St. Ansgar remodeling | - Dilworth Dairy Queen |
| - 801 Center Ave. - Taco John's | - South 8th Office Complex |
| | - Washington Elementary School remodeling |

BUILDING CODES DIVISION

MONTHLY 1981 BUILDING PERMIT AND VALUATION DATA

MOORHEAD 1981	SINGLE FAMILY DWELLINGS		MULTIPLE DWELLINGS		NEW COMMERCIAL		REM. & ADDN. COMMERCIAL		GARAGES, UTILITY BLDGS MISC. REMODEL		DEMO OR MOVE	MOBILE HOMES	TOTAL PERMITS	TOTAL VALUATION
	No.	Valuation	No.	Valuation	No.	Valuation	No.	Valuation	No.	Valuation				
JANUARY							11	411,000	15	162,184	1		27	573,184
FEBRUARY	2	92,000					2	4,700	6	12,300	1		11	109,000
MARCH					1	10,000	7	20,800	11	26,500		2	21	57,300
APRIL	2	91,800			3	19,906,500	7	59,400	25	144,750	1	2	40	20,202,450
MAY	1	22,500	2(7)	315,550			8	27,900	15	101,875	4	1	31	467,825
JUNE							8	194,800	23	111,100	6		37	305,900
JULY							11	160,800	14	31,200	1	4	30	192,000
AUGUST					2	154,000	6	73,400	19	102,900	2	1	30	330,300
SEPTEMBER					1	137,000	2	182,000	22	100,600	1	3	29	419,600
OCTOBER	1	46,000	1(47)	1,420,000			7	3,019,500	20	44,300	1	1	31	4,529,800
NOVEMBER					2	100,900	5	39,200	21	82,800	3	3	34	222,900
DECEMBER	1	38,000			1	15,000	3	14,500	20	95,370	3		28	162,870
SUB-TOTAL	7	290,300	3(54)	1,735,550	10	20,323,400	77	4,208,000	211	1,015,879	24	17	349	27,573,129
DILLWORTH														
GLYNDON	2	74,000			1	7,900	8	647,200	19	93,400		2	30	748,500
							1	550	6	20,300			9	94,850
TOTAL	9	364,300	3(54)	1,735,550	11	20,331,300	86	4,855,750	236	1,129,579	24	19	388	28,416,479

COMPARISONS OF MAJOR CATEGORY BUILDING ACTIVITY

Building Permits and related valuations fluctuate considerably from year to year. The peak years in number of permits issued was 1976, 1977 and 1979 whereas the peaks in valuation were 1977 and 1981 at which time each of those years had one project with a high valuation.

YEAR	SINGLE FAMILY DWELLINGS	MULTIPLE DWELLINGS	NEW AND REMODEL COMMERCIAL	MISC BLDGS & RES REM	TOTAL PERMITS & VALUATION
1972	(54) \$ 1,400,000	(1) \$ 114,000	(98) \$ 2,835,000	(136) \$ 237,000	(289) \$ 4,586,000
1973	(68) \$ 1,872,000	(5) \$ 687,000	(57) \$ 3,842,000	(140) \$ 232,000	(270) \$ 6,633,000
1974	(48) \$ 1,360,000	-0-	(63) \$ 5,738,000	(139) \$ 311,000	(250) \$ 7,409,000
1975	(99) \$ 3,694,600	(11) \$3,882,800	(60) \$ 3,993,000	(168) \$ 747,500	(338) \$12,317,900
1976	(117) \$ 5,078,900	(27-356) \$5,936,300	(77) \$ 6,663,500	(311) \$1,017,000	(532) \$18,695,700
1977	(168) \$ 8,165,200	(27-163) \$3,179,500	(74) \$20,453,900	(273) \$1,172,300	(542) \$32,970,900
1978 MHD ONLY	(110) \$ 5,911,300	(42-221) \$6,038,400	(70) \$ 5,723,250	(223) \$ 971,250	(445) \$18,644,200
1979 MHD ONLY	(107) \$ 6,077,300	(41-210) \$5,357,500	(86) \$ 9,802,750	(295) \$1,102,173	(529) \$22,339,723
1980	(32) \$ 1,796,300	(27-200) \$5,902,400	(101) \$ 6,033,800	(256) \$1,070,500	(436) \$14,803,000
1981	(9) \$ 364,300	(3-54) \$1,735,550	(97) \$25,187,050	(277) \$1,129,579	(388) \$28,416,479

1973 THRU 1981 COMPARISONS OF VALUATIONS, PERMITS & REVENUE TABLE

YEAR	BUILDING PERMIT VALUATIONS	BLDG PERMIT ISSUED	BUILDING PERMIT REVENUE	PLBG PERMITS ISSUED	PLUMBING PERMIT REVENUE	HTG PERMITS ISSUED	HEATING PERMIT REVENUE	PLBG & HTG LICENSE FEES	OTHER FEES COLLECTED	TOTAL SURCHARGE COLLECTED	TOTAL NUMBER PERMITS	TOTAL REVENUE
1973	\$ 6,630,000	286	\$4,736	141	\$ 1,301	206	\$ 2,428	\$ 1,913	-0-	\$ 3,522	633	\$ 13,900
1974	\$ 7,430,000	271	\$4,668	84	\$ 917	271	\$ 2,003	\$ 2,161	-0-	\$ 3,851	626	\$ 13,600
1975	\$12,320,000	338	\$15,258	157	\$ 2,883	177	\$ 1,287	\$ 2,188	-0-	\$ 6,384	672	\$ 28,000
1976	\$18,700,000	535	\$23,420	255	\$ 5,135	263	\$ 2,707	\$ 3,046	-0-	\$ 9,692	1053	\$ 44,000
1977	\$32,970,868	542	\$38,806	337	\$ 7,465	411	\$ 4,201	\$ 4,245	-0-	\$10,609	1290	\$ 65,326
1978 (MHD)	\$18,644,200	445	\$32,479	244	\$11,446	240	\$ 2,540		-0-	\$ 9,729	929	\$ 56,194
1979 MHD ONLY	\$22,339,723	529	\$39,196.50	256	\$13,483	384	\$ 8,190		-0-	\$10,921	1169	\$ 71,790.50
1980	\$14,803,000	436	\$31,272.50	136	\$ 8,331	213	\$ 5,257	\$ 4,225	* \$11,439	\$ 8,445	785	\$ 68,969.50 Codes Only \$ 59,720
1981	\$28,416,479	388	\$50,255	83	\$ 4,328	199	\$ 4,225	\$ 2,720	** \$10,275	\$ 5,755	670	\$ 77,558

* 1980 - Other Fees Collected Column \$11,439 includes collection of - \$8,650 for gas surcharge & \$600 tree surcharge
 ** 1981 - Other Fees Collected Column \$10,275 includes \$6,943 surcharge rebate & \$3,000 Dilworth & Glyndon J-P Agreement

GENERAL COMMENTS

The scope of services and other responsibilities of the Building Code Division staff is not limited to the issuance of permits and making field inspections.

Many hours are spent in the pre-construction period with members of the design profession, contractors, clients and homeowners giving requested assistance on what they propose to do. Some proposals never progress to the stage where permits are issued and fees collected but this is never known initially.

The Building Code Division probably has more inter-department relationship than any single division in order to coordinate policy matters of other divisions affected by new or remodeling construction proposals.

- Planning & Community Development - Zoning and Development matters
- Engineer Department - Easements, site drainage, sewer line matters, curb cuts
- Public Service Department - Water and power availability
- Fire Department - Some aspects in both new and remodeled construction and housing inspections
- Finance Department - Permit revenue collected and plumbing and heating licenses and bonds
- Other departments to lesser degrees

There is also a continual need for outside studying and attending training seminars to keep abreast of changes in the building industry materials, methods and technology which benefits the locality. There is frequent attendance and participation necessary at informational meetings for civic, public, professional groups, and tradesmen to answer questions and disseminate this information.

Documenting and record keeping is becoming more voluminous and time consuming every year because of public demand and the demands of Federal, State and Local Government offices and outside agencies. Accurate tabulations of receipts and construction categories are required periodically.

In conclusion, the items mentioned are only a small portion of the variety of services provided by the division. The Building Codes Division functions as a service oriented center in which the staff is utilized daily by the citizens of Moorhead for far more than issuing permits and making field inspections.

* * * * *

Revenue increased 30% from \$59,720 in 1980 to \$77,558 in 1981.

Building permits were 11% fewer in 1981 than in 1980.

Valuations nearly doubled in 1981 over 1980 (\$28.5 million from \$14.8).

Staff level - Mid October 1981 was reduced from 4 to 3 (25% reduction).

Workload for 1982 - Considering the carry-over workload of 1981 permits and new and remodeled work that will be done in 1982, the inspection demand from paid fees should be about the same.

The responsibilities of Zoning Enforcement has been added to the workload and with an inspection staff of only 3, there will be some services that cannot be provided as they should.

MOORHEAD FIRE DEPARTMENT RELIEF ASSOCIATION
 QUARTERLY FINANCIAL REPORT AS OF December 31, 1981

4 QTR

SPECIAL FUND BALANCE BEGINNING THIS QUARTER \$ 10,120.69

RECEIPTS THIS QUARTER:

Payroll Deduction	\$	<u>15,620.15</u>
Fire Relief Aid from State & County	\$	<u>48,620.36</u>
_____	\$	_____
_____	\$	_____
_____	\$	_____
TOTAL RECEIPTS THIS QUARTER	\$	<u>64,240.51</u> <u>74,361.20</u>

DISBURSEMENTS THIS QUARTER:

Retirement	\$	<u>11,318.89</u>
Office Supplies	\$	<u>59.89</u>
UFBA	\$	<u>468.00</u>
Administrative Expenses	\$	<u>42.00</u>
_____	\$	_____
TOTAL DISBURSEMENTS THIS QUARTER	\$	<u>11,888.78</u>

SPECIAL FUND BALANCE END THIS QUARTER \$ 62,472.42
 #1 CASH BALANCE FOR CHECKING END THIS QUARTER \$ 62,472.42

		<u>BOOK VALUE</u>	<u>MARKET VALUE</u>
#2 GOVERNMENT BONDS	\$	<u>258,609.88</u>	\$ <u>232,221.60</u>
#3 GOVERNMENT AGENCIES	\$	<u>575,078.13</u>	\$ <u>538,071.00</u>
#4 CORPORATE BONDS	\$	<u>357,475.32</u>	\$ <u>269,450.00</u>
#5 STOCK MARKET	\$	<u>--</u>	\$ <u>--</u>
#6 SAVING ACCOUNTS	\$	<u>200,000.00</u>	\$ <u>200,000.00</u>
#7 PRINCIPAL ACCOUNT BALANCE	\$	<u>4.00</u>	\$ <u>4.00</u>
#8 INCOME CASH BALANCE	\$	<u>52.75</u>	\$ <u>52.75</u>
#9 TEMPORARY INVESTMENTS	\$	<u>78,250.00</u>	\$ <u>78,250.00</u>
TOTAL WORTH END THIS QUARTER (LINES 1-9) \$		<u>1,531,942.50</u>	\$ <u>1,380,521.77</u>
INCREASE OVER LAST QUARTER	\$	<u>89,148.35</u>	\$ <u>129,354.80</u>
DECREASE FROM LAST QUARTER	\$	_____	\$ _____

RESPECTFULLY SUBMITTED,

Dolan Rasmussen, TREASURER