

MOORHEAD FIRE DEPARTMENT

DIVISIONS

1984 ANNUAL REPORT

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Moorhead Fire Department

111 - 12th Street North
MOORHEAD, MINNESOTA 56560
PHONE 299-5434

MARLAN V. ANDERSON
Fire Chief



Honorable Mayor and Members of the Moorhead City Council:

The 1984 annual report represents the combined efforts and cooperation of all members of the Moorhead Fire Department and divisions within the Fire Department.

The total fire loss for 1984 amounted to \$289,950.00; \$13,100.00 of this amount was due to motor/vehicle fire loss. This is an increase of \$147,237.00, or approximately a fifty per cent increase over 1983. The total number of emergency calls decreased slightly over 1983, but the number of incendiary fires increased approximately forty-three per cent over 1983. There was an increase of \$142,652.00 in fire loss due to incendiary fires.

Some of the highlights and events which occurred in our department in 1983 are as follows:

1. Gene Wasfaret was appointed to Assistant Fire Chief.
2. Martin Soeth was appointed to Lieutenant, with the title of Training Officer.
3. I recommended the purchase of a new fire pumper. The City Council approved the pumper; in March 1985 the 1250 gallon per minute pumper truck will be delivered to the city of Moorhead by Pierce Arrow, Appleton, Wisconsin.
4. The I.S.O. surveyed our city in April, and gave the city a Class 5 rating. After redesigning our training system and testing of equipment the I.S.O. kept our city in the Class 4 rating and will review our program in the spring of 1985.
5. We have been working slowly, as budget allows, to bring personal fire fighting equipment to O.S.H.A. standards. We are also bringing our S.C.B.A. equipment up to O.S.H.A. standards, to meet the deadline of 1985-86.

Reports from Fire Prevention, Fire Relief Association, Building Codes, Environmental Health, Training Director and Mechanic are also included in this report.

I wish to thank Mayor Lanning and members of the Moorhead City Council, with a special thanks to Chairperson Barbara Sipson, John Moen, Millie MacLeod, and Lyle Usgaard of the Public Safety Committee, for the help and direction I have received this past year.

Respectfully submitted,

Marlan Anderson
Marlan Anderson, Fire Chief

City of Moorhead Fire Department

FIRE ADMINISTRATION
299-5434

BUILDING CODES
299-5424

ENVIRONMENTAL HEALTH
299-5328

ZONING
299-5424

HOUSING
299-5434

111 - 12th STREET NORTH
MOORHEAD, MINNESOTA 56560



1984 FIRE PREVENTION REPORT

The 1984 annual report for the Fire Prevention Bureau shows that we have increased in almost all areas as compared to the 1983 report.

I feel the most important numbers on this annual report are the violations and corrections. These numbers relate to each other very well, in that when a written or oral violation was found the correction was eventually made.

The number of hours in the inspection area also has risen in 1984. In the area of arson and fire investigation, the time requirement has risen by 550%. The number of incendiary fires this year increased approximately 43% over 1983; this compares with the national average of incendiary and arson type fires rising 400% in the last ten years.

I believe the addition of a 40 hour, full time inspector and the use of the southside fire department crew as inspectors have been the main reason that the number of violations and corrections has increased. Hopefully with more training in the future the numbers will continue to rise.

Respectfully submitted,

A handwritten signature in cursive script that reads 'Gary L. Schulz'.

Gary L. Schulz
Fire Marshal

City of Moorhead Fire Department

FIRE ADMINISTRATION • BUILDING CODES • ENVIRONMENTAL HEALTH • ZONING • HOUSING
 299-5434 299-5424 299-5328 299-5424 299-5434

111 - 12th STREET NORTH
MOORHEAD, MINNESOTA 56560

QUARTERLY TOTAL FIRE PREVENTION REPORT



| <u>JANUARY 1, 1984 THROUGH DECEMBER 31, 1984</u> | <u>1ST QTR</u> | <u>2ND QTR</u> | <u>3RD QTR</u> | <u>4TH QTR</u> | <u>TOTAL</u> |
|--|----------------|----------------|----------------|----------------|--------------|
| Fire Prevention Man Hours On Field Inspections. | .400 | .419 | .476 | .371 | .1,666 |
| Fire Prevention Bureau Inspections. | .554 | .525 | .604 | .546 | .2,229 |
| Written Violations. | .383 | .256 | .328 | .321 | .1,288 |
| Verbal Violations | .86 | .70 | .90 | .128 | .374 |
| Corrections | .284 | .302 | .305 | .527 | .1,418 |
| Housing Inspections | .381 | .262 | .402 | .329 | .1,374 |
| Units Inspected | .345 | .319 | .471 | .361 | .1,496 |
| Commercial Inspections. | .157 | .203 | .145 | .143 | .648 |
| Building Code Inspections | .39 | .41 | .41 | .58 | .179 |
| Day Care Inspections. | .14 | .10 | .16 | .12 | .52 |
| Bar Inspections | .2 | .9 | .0 | .0 | .11 |

TIME SPENT IN THE FOLLOWING AREAS (HOURS):

| | | | | | |
|---------------------------|------------|------------|------------|------------|--------------|
| Meetings & Conferences. | .58 | .50 | .75 | .69 | .252 |
| Schools Attended. | .118 | .31 | .90 | .9 | .248 |
| Fire Investigations | .82 | .4 | .97 | .100 | .283 |
| Fire Safety Classes Given | .5 | .25 | .6 | .30 | .66 |
| Fire Department Duties. | .56 | .132 | .41 | .21 | .250 |
| Plan Check. | .0 | .0 | .0 | .16 | .16 |
| Court Related Appearances | .19 | .39 | .70 | .19 | .147 |
| TOTAL HOURS | 338 | 281 | 379 | 264 | 1,262 |

Respectfully Submitted,
Gary L. Schulz
 Gary L. Schulz
 Fire Marshal

TRAINING DIVISION


TRAINING RECEIVED IN ALL FACETS OF FIRE DEPARTMENT OPERATIONS

| | |
|------------------------------------|------------|
| Fire Streams, Hose & Nozzles | 113 |
| Driving | 48 |
| Hydraulics | 180 |
| River Rescue | 52 |
| Medical Training | 473 |
| Auto Extrication | 99 |
| Equipment | 24 |
| Self Contained Breathing Apparatus | 83 |
| Chemistry | 37 |
| Hydrant Maintenance | 165 |
| Pre Plans | 392 |
| Miscellaneous | <u>439</u> |
| TOTAL MAN HOURS | 2,105 |

TRAINING RECEIVED BY DEPARTMENT MEMBERS FROM
AGENCIES OUTSIDE OF THE DEPARTMENT

Northern States Power Company
Employees Safety on Right to Know
Simplot Soil Builders

BLOOD PRESSURES GIVEN IN 1984: 1,361



Martin Soeth, Training Officer

MECHANICAL WORK

1. Fire Department (Pumpers, Rescue Truck, Pick-Up, Chief's Car)

| | |
|-----------------|-----------|
| Jerry Shawstad | 154 Hours |
| Carroll Simpson | 60 Hours |
| Don Bratlien | 10 Hours |
| Mike Saulsbury | 2 Hours |

2. Fire Prevention (Cars)

| | |
|-----------------|----------|
| Jerry Shawstad | 26 Hours |
| Carroll Simpson | 7 Hours |

3. Codes Administration (Car)

| | |
|----------------|---------|
| Jerry Shawstad | 4 Hours |
|----------------|---------|

4. Fire Department: Power Equipment (Lawn Mowers, Saws, Generator, Welding, etc.)

| | |
|---------------------------------|----------|
| Jerry Shawstad (Main Station) | 18 Hours |
| Carroll Simpson (Main Station) | 6 Hours |
| Jerry Shawstad (South Station) | 44 Hours |
| Carroll Simpson (South Station) | 30 Hours |

5. Radio Equipment (Pumpers, Trucks, Pick-Up)

| | |
|----------------|---------|
| Jerry Shawstad | 4 Hours |
|----------------|---------|

6. Paperwork (Calling for Parts):

| Fire Prevention | | Fire Department | |
|-----------------|----------|-----------------|----------|
| Jerry Shawstad | 23 Hours | Jerry Shawstad | 44 Hours |
| Carroll Simpson | 2 Hours | Carroll Simpson | 19 Hours |

7. Run for Parts:

| Fire Prevention | | Fire Department | |
|-----------------|---------|-----------------|----------|
| Jerry Shawstad | 7 Hours | Jerry Shawstad | 31 Hours |
| Carroll Simpson | 2 Hours | Carroll Simpson | 4 Hours |

8. Fire Department Nonvehicle Repairs in Station (Main & South)

| | |
|-----------------|----------|
| Mike Sigdestad | 2 Hours |
| Jerry Shawstad | 24 Hours |
| Carroll Simpson | 20 Hours |
| Don Bratlien | 24 Hours |

TOTAL HOURS RECORDED:

| | |
|-----------------|-----------|
| Jerry Shawstad | 379 Hours |
| Carroll Simpson | 151 Hours |
| Don Bratlien | 35 Hours |
| Mike Saulsbury | 2 Hours |
| Mike Sigdestad | 2 Hours |

BREAKDOWN OF STRUCTURE FIRES AND OTHER FIRES AND INCIDENTS

| FIRES IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY) | | JAN. | FEB. | MAR. | APR. | MAY | JUNE | JULY | AUG. | SEPT. | OCT. | NOV. | DEC. |
|---|--|----------|-----------|----------|--------|----------|----------|-----------|-----------|----------|--------|------------|--------------|
| 1. | Private Dwellings (1 or 2 family), including mobile homes | 4 | 5 | 2 | 2 | 4 | 1 | 1 | 0 | 2 | 2 | 1 | 2 |
| 2. | Apartments (3 or more families) | 0 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 2 | 0 | 2 | 0 |
| 3. | Hotels & Motels | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4. | All Other Residential (dormitories, boarding houses, tents, etc.) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 2 |
| 5. | Public Assembly (church, restaurant, clubs, etc.) | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| 6. | Schools & Colleges | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 7. | Health Care & Penal Institutions (hospitals, nursing homes, prisons, detention homes, etc.) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 8. | Stores & Offices | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 9. | Industry, Utility, Laboratories, Manufacturing | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10. | Storage in structures (barns, vehicle storage garages, general storage, etc.) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
| 11. | Special Structures (vacant buildings, buildings under construction, outbuildings, bridges, etc.) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 12. | TOTALS FOR STRUCTURE FIRES (SUM OF LINES 1--12) | 7 | 8 | 4 | 2 | 6 | 2 | 3 | 2 | 2 | 4 | 5 | 5 |
| OTHER FIRES AND INCIDENTS | | JAN. | FEB. | MAR. | APR. | MAY | JUNE | JULY | AUG. | SEPT. | OCT. | NOV. | DEC. |
| 13a. | Fires in highway vehicles (autos, trucks, buses, etc) | 0 | 2 | 3 | 1 | 8 | 2 | 0 | 3 | 7 | 1 | 2 | 3 |
| 13b. | Fires in other vehicles (planes, trains, ships, construction or farm vehicles, etc.) | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| 14. | Fires outside of structures with value involved, but not vehicles (outside storage, crops, etc.) | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 |
| 15. | Fires in brush, grass, wildland (excluding crops & timber), with no value involved. | 0 | 0 | 0 | 4 | 1 | 2 | 2 | 6 | 3 | 3 | 0 | 1 |
| 16. | Fires in rubbish, including dumpsters (outside of structures), with no value involved. | 1 | 0 | 0 | 1 | 6 | 1 | 1 | 1 | 0 | 2 | 0 | 0 |
| 17. | All other fires. | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 18. | Rescue, Emergency Medical responses (ambulance, EMS, rescue) | 33 | 25 | 31 | 21 | 17 | 13 | 16 | 32 | 21 | 23 | 25 | 30 |
| 19. | False alarm responses (fire and nonfire) | 5 | 1 | 5 | 2 | 6 | 3 | 4 | 1 | 2 | 5 | 5 | 6 |
| 20. | Mutual aid or assistance responses | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 2 | 0 | 0 | 0 |
| 21. | All other responses (service calls, arcing wires, washdowns, etc.) | 18 | 2 | 14 | 10 | 10 | 17 | 16 | 7 | 25 | 10 | 23 | 23 |
| 22. | TOTAL FOR ALL INCIDENTS | 64 | 47 | 57 | 42 | 54 | 42 | 44 | 53 | 62 | 49 | 60 | 68 |
| 23. | TOTAL FIRE LOSS | 7,900.00 | 78,400.00 | 1,700.00 | 300.00 | 4,250.00 | 2,800.00 | 46,000.00 | 31,800.00 | 5,200.00 | 100.00 | 110,600.00 | 900.00 |
| | | | | | | | | | | | | | \$289,950.00 |

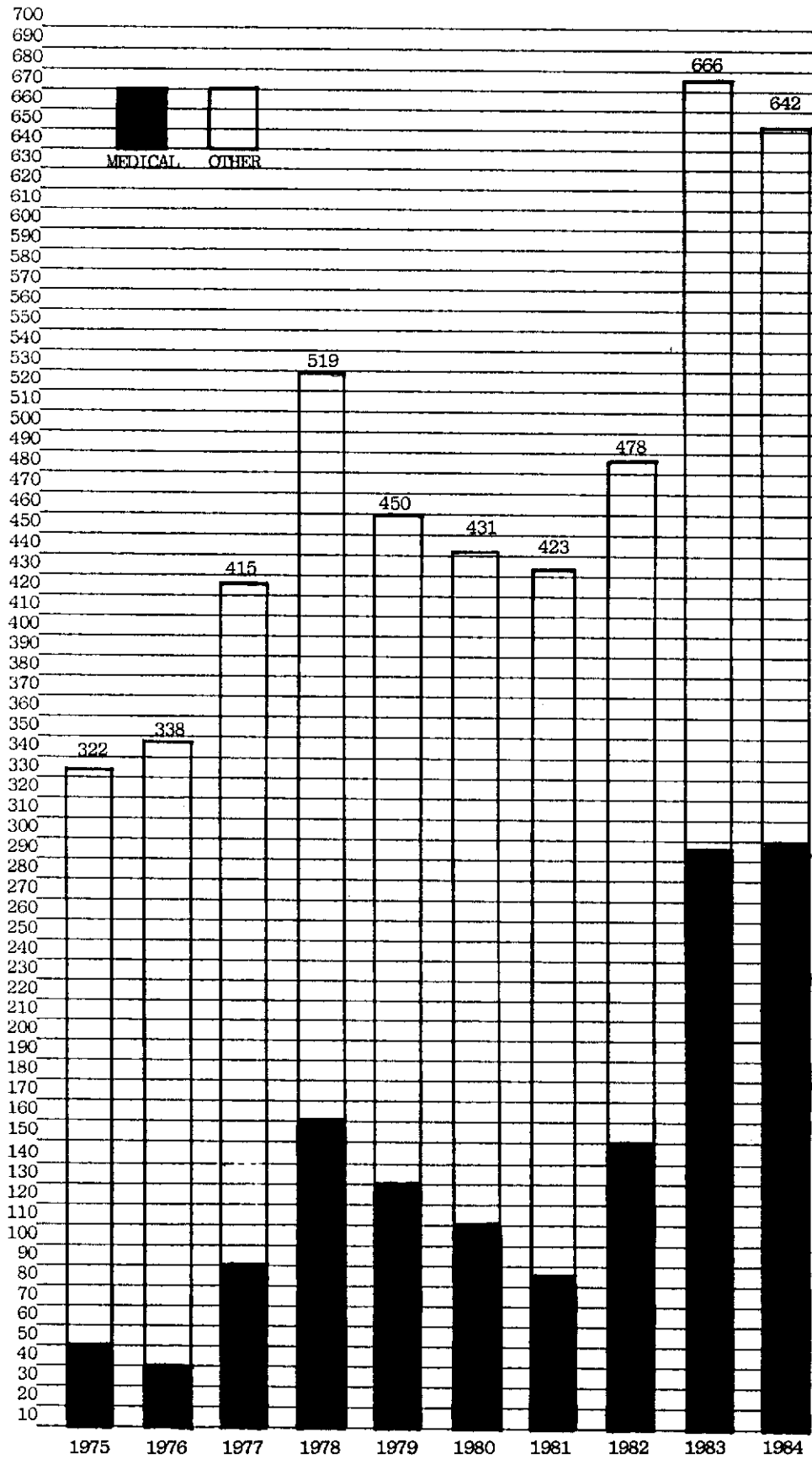
BREAKDOWN OF STRUCTURE FIRES AND OTHER FIRES AND INCIDENTS

| FIRES IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY) | Number of Fires | Estimated Property Damage from Fire |
|--|-----------------|-------------------------------------|
| 1. Private Dwellings (1 or 2 family), including mobile homes | 26 | 122,150.00 |
| 2. Apartments (3 or more families) | 7 | 11,800.00 |
| 3. Hotels & Motels | 0 | .00 |
| 4. All Other Residential (dormitories, boarding houses, tents, etc.) | 4 | 200.00 |
| 5. TOTAL RESIDENTIAL FIRES (SUM OF LINES 1 THROUGH 4) | 37 | 134,150.00 |
| 6. Public Assembly (church, restaurant, clubs, etc.) | 3 | 900.00 |
| 7. Schools & Colleges | 4 | 3,500.00 |
| 8. Health Care & Penal Institutions (hospitals, nursing homes, prisons, detention homes, etc.) | 0 | .00 |
| 9. Stores & Offices | 4 | 130,500.00 |
| 10. Industry, Utility, Defense, Laboratories, Manufacturing | 2 | 6,800.00 |
| 11. Storage in structures (barns, vehicle storage garages, general storage, etc.) | 1 | 100.00 |
| 12. Special structures (vacant buildings, buildings under construction, outbuildings, bridges, etc.) | 0 | .00 |
| 13. TOTALS FOR STRUCTURE FIRES (SUM OF LINES 5 THROUGH 12) | 50 | 275,850.00 |

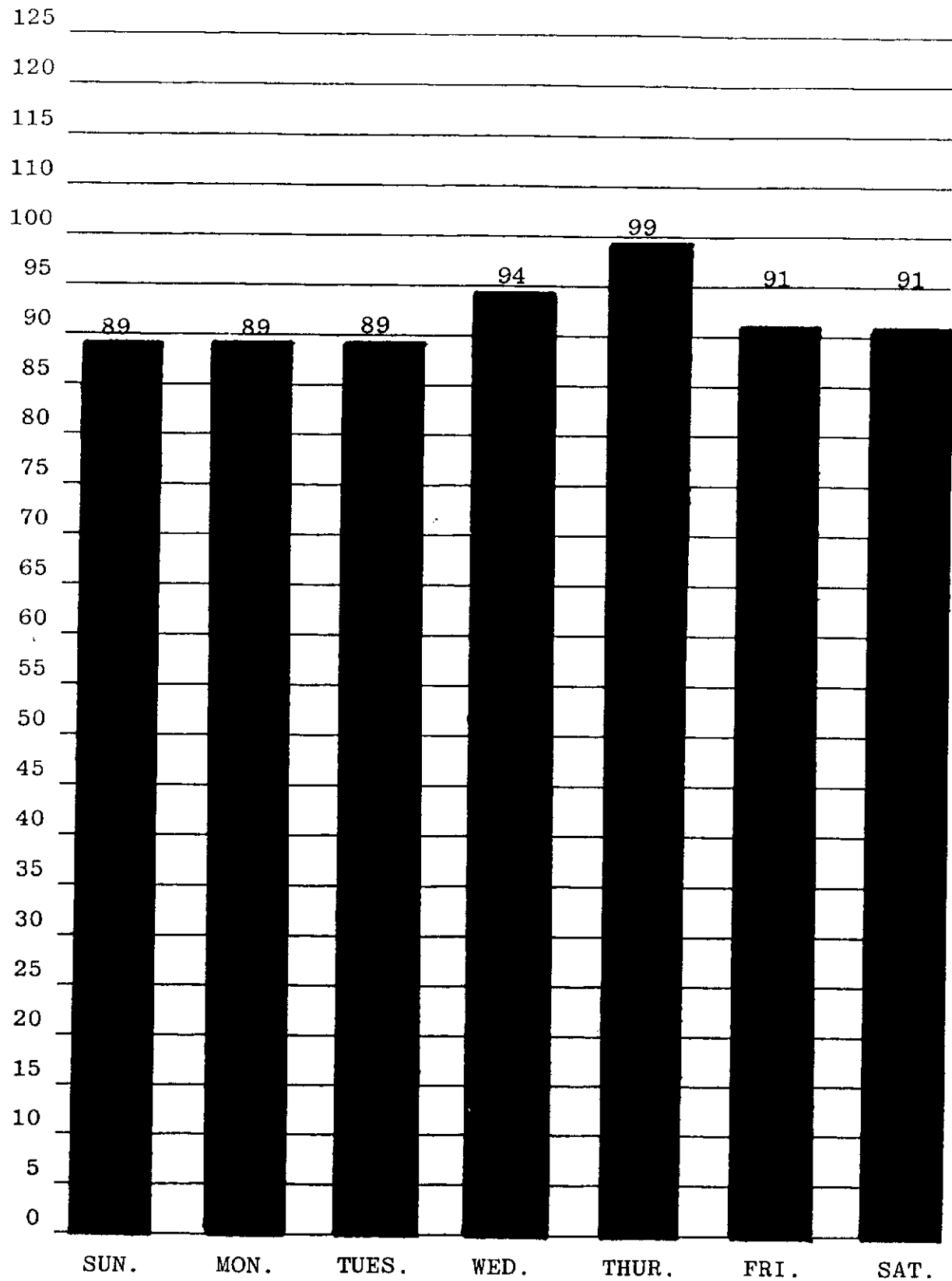
OTHER FIRES AND INCIDENTS

| | | |
|--|-----|------------|
| 14a. Fires in highway vehicles (autos, trucks, buses, etc.) | 32 | 12,100.00 |
| 14b. Fires in other vehicles (planes, trains, ships, construction or farm vehicles, etc.) | 1 | 1,000.00 |
| 15. Fires outside of structures with value involved, but not vehicles (outside storage, crops, etc.) | 3 | 700.00 |
| 16. Fires in brush, grass, wildland (excluding crops & timber), with no value involved. | 22 | .00 |
| 17. Fires in rubbish, including dumpsters (outside of structures), with no value involved. | 13 | .00 |
| 18. All other fires. | 1 | 200.00 |
| 19. TOTALS FOR FIRES (SUM OF LINES 13 THROUGH 18) | 122 | 289,950.00 |
| 20. Rescue, Emergency Medical responses (ambulance, EMS, rescue) | 287 | |
| 21. False alarm responses (fire and nonfire) | 44 | |
| 22. Mutual aid or assistance responses | 5 | |
| 23. All other responses (service calls, arcing wires, washdowns, etc.) | 183 | |
| 24. TOTAL FOR ALL INCIDENTS (SUM OF LINES 19 THROUGH 23) | 642 | 289,950.00 |

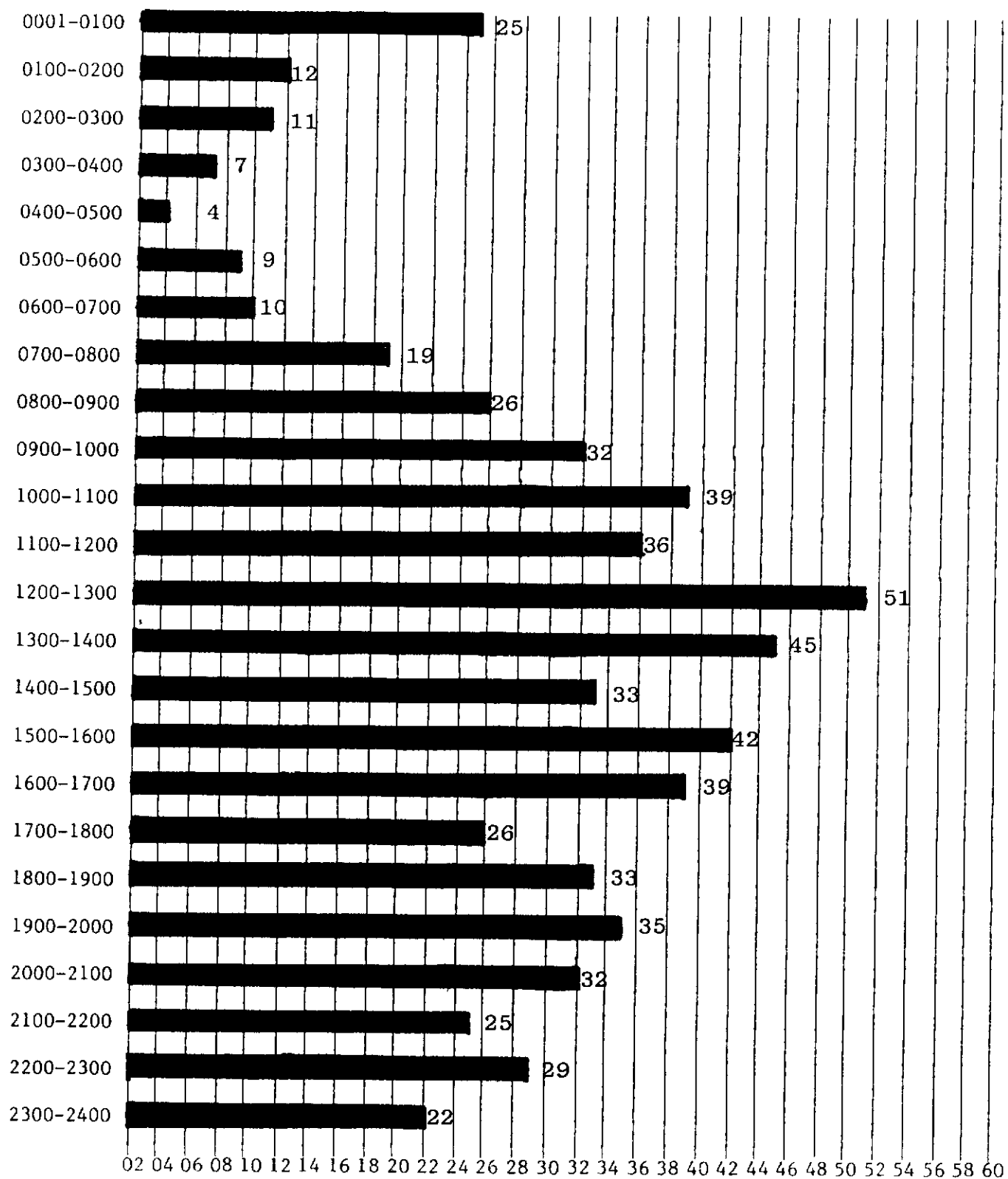
NUMBER OF FIRE ALARMS IN MOORHEAD
FOR THE LAST TEN YEARS



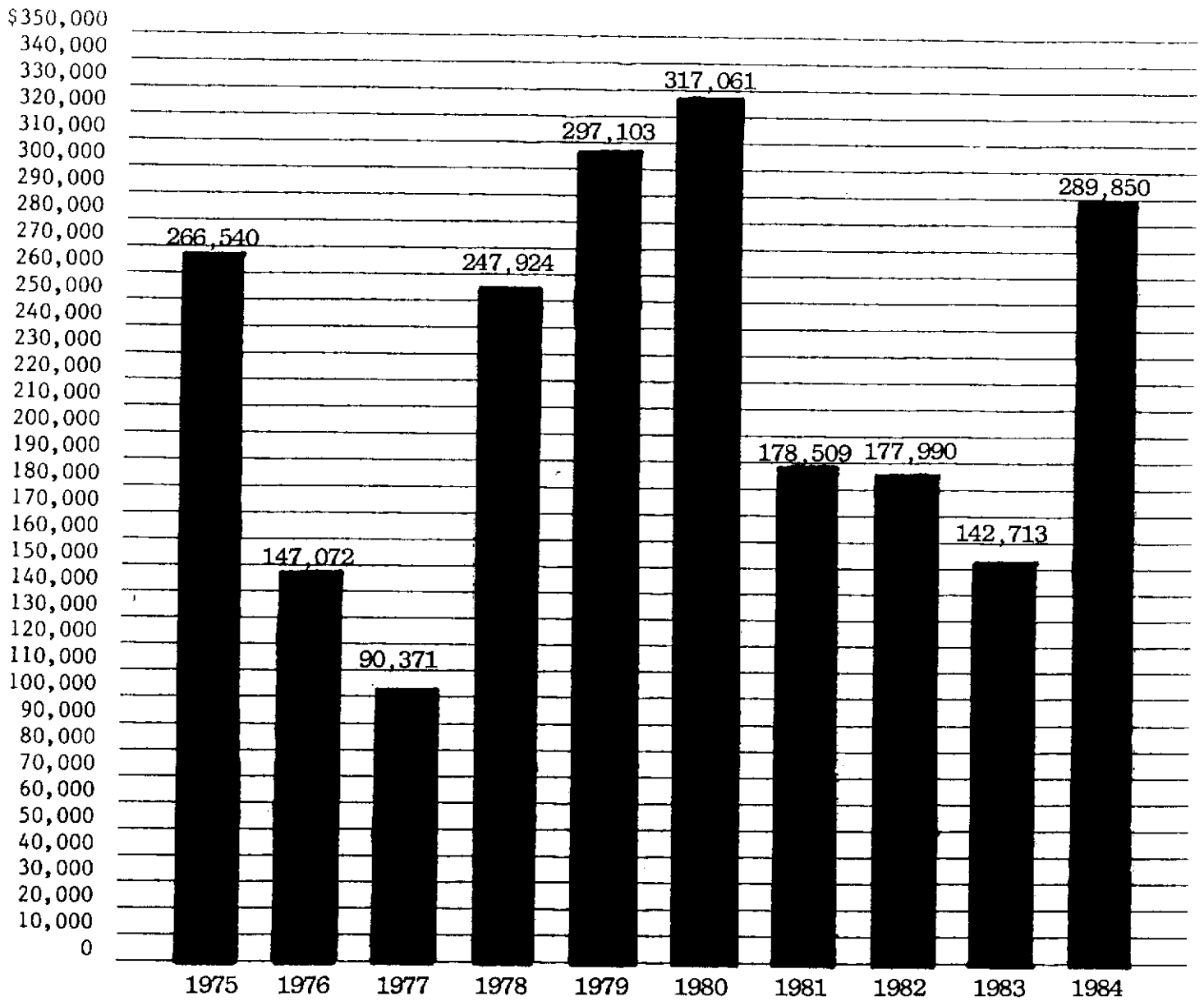
NUMBER OF EMERGENCY CALLS PER DAY OF WEEK



NUMBER OF EMERGENCY CALLS AT TIME OF DAY



FIRE LOSS FOR MOORHEAD FOR THE PAST TEN YEARS



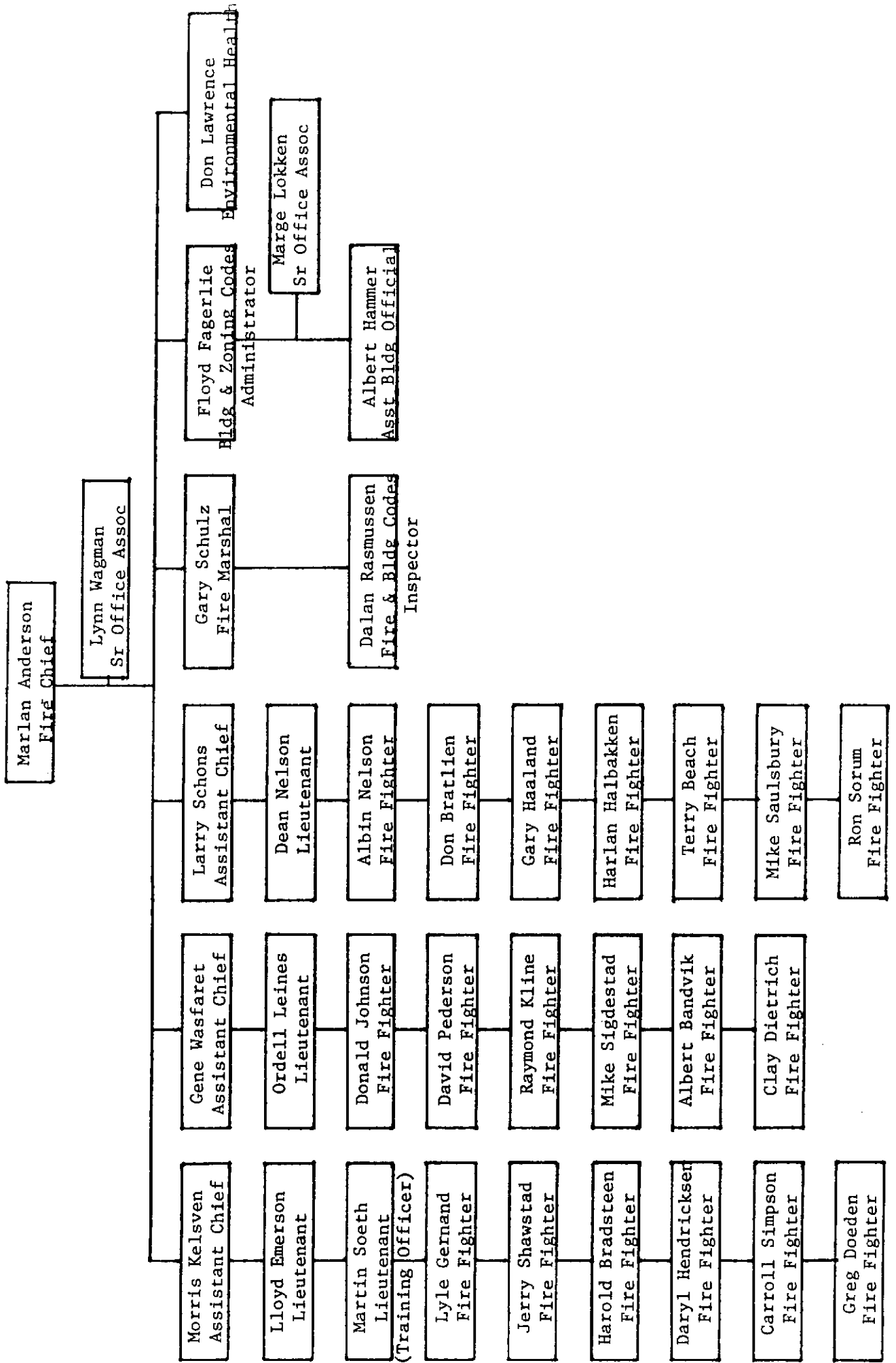
INCENDIARY FIRES IN STRUCTURES AND VEHICLES

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 | 14 | 0 | 0 | \$188,950.00 |
| Structure fires of suspicious origin but not definitely established as incendiary | 0 | 0 | 0 | 0 |
| 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 | 1 | 0 | 0 | 2 |
| Dislocation, fracture | 0 | 0 | 0 | 0 |
| Heart attack | 0 | 0 | 0 | 0 |
| Shock | 0 | 0 | 0 | 0 |
| Strain, sprain | 1 | 0 | 0 | 2 |
| Internal injury not specified above | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 0 |
| TOTAL | 2 | 0 | 0 | 4 |





American Bank

and Trust Company Moorhead, Minnesota 56560

TRUST DEPARTMENT

18

SUMMARY OF RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDING 12/31/84

PAGE 000

3-010170-8 01

MORHEAD FIREMENS RELIEF ASSOC

| | | | | | | | | |
|---|--|--|--|--|--|--------------|--|----------------|
| BEGINNING INCOME CASH BALANCE | | | | | | | | \$.00 |
| DURING THE YEAR INCOME CASH WAS RECEIVED AS FOLLOWS | | | | | | | | |
| INTEREST | | | | | | \$242,953.14 | | |
| DIVIDENDS | | | | | | .00 | | |
| OTHER INCOME | | | | | | .00 | | |
| TRANSFERS FROM PRINCIPAL CASH | | | | | | 77,246.12 | | |
| TOTAL INCOME CASH RECEIPTS | | | | | | | | \$320,195.26 |
| LESS TOTAL INCOME CASH DISBURSEMENTS | | | | | | | | \$320,195.26-- |
| LEAVING AN INCOME CASH BALANCE OF | | | | | | | | \$.00 |

| | | | | | | | | | |
|--|---|---|---|---|---|----------------|--|------------------|---|
| * BEGINNING PRINCIPAL CASH BALANCE | * | * | * | * | * | | | | * |
| DURING THE YEAR PRINCIPAL CASH WAS RECEIVED AS FOLLOWS | | | | | | | | | |
| SECURITY SALES & MATURITIES | | | | | | \$1,788,769.71 | | | |
| OTHER PRINCIPAL CASH RECEIPTS | | | | | | 395,742.56 | | | |
| TRANSFERS FROM INCOME CASH | | | | | | 305,851.85 | | | |
| TOTAL PRINCIPAL CASH RECEIPTS | | | | | | | | \$2,490,364.12 | |
| LESS TOTAL PRINCIPAL CASH DISBURSEMENTS | | | | | | | | \$2,490,364.12-- | |
| LEAVING A PRINCIPAL CASH BALANCE OF | | | | | | | | \$.00 | |

| | | | | | | | | | |
|---|---|---|---|---|---|--------------|--|------------------|---|
| * BEGINNING ASSET CARRYING VALUE | * | * | * | * | * | | | | * |
| DURING THE YEAR ASSETS WERE ACQUIRED AS FOLLOWS | | | | | | | | | |
| ASSETS CONTRIBUTED | | | | | | \$50,000.00 | | | |
| ASSETS PURCHASED | | | | | | 2,310,249.47 | | | |
| TOTAL ASSETS ACQUIRED | | | | | | | | \$2,360,249.47 | |
| LESS TOTAL ASSET SALES | | | | | | | | \$1,790,172.85-- | |
| LESS TOTAL ASSET DISTRIBUTIONS | | | | | | | | \$50,000.00-- | |
| CARRYING VALUE ADJUSTMENTS | | | | | | | | \$.00 | |
| LEAVING AN ASSET CARRYING VALUE OF | | | | | | | | \$2,656,545.80 | |

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CITY OF MOORHEAD
BUILDING CODES DIVISION
ANNUAL REPORT - 1984
BUILDING & ZONING

BUILDING CODES DIVISION STAFF

FLOYD A. FAGERLIE
ALBERT F. HAMMER
MARGE LOKKEN

CITY OF MOORHEAD BUILDING CODES DIVISION

ANNUAL REPORT - 1984

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

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 |
| TABLE SHOWING MONTHLY CONSTRUCTION ACTIVITY DATA | page 3 |
| TABLE: 1974 THRU 1984 - COMPARISONS OF CONSTRUCTION ACTIVITY BY MAJOR CATEGORY | page 4 |
| TABLE: 1973 THRU 1984 - PERMIT, VALUATION, AND REVENUE COMPARISONS | page 5 |
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| GENERAL COMMENTS | page 9 |

Respectfully submitted,


Floyd A. Fagerlie
Building & Zoning Codes 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

MONTHLY 1984 BUILDING PERMIT AND VALUATION DATA

| | SINGLE FAMILY DWELLINGS | | MULTIPLE DWELLINGS | | NEW COMMERCIAL | | REM. & ADDN. COMMERCIAL | | GARAGES, UTILITY BLDGS, MISC. REMODEL | | DEMO OR MOVE | MOBILE HOME | TOTAL PERMITS | TOTAL VALUATION |
|------------|-------------------------|-----------|--------------------|-----------|----------------|-----------|-------------------------|-----------|---------------------------------------|-----------|--------------|-------------|---------------|-----------------|
| | No. | Valuation | No. | Valuation | No. | Valuation | No. | Valuation | No. | Valuation | | | | |
| JANUARY | | | | | 1 | 278,000 | 16 | 202,300 | 16 | 58,400 | 1(D) | 2 | 36 | 539,280 |
| FEBRUARY | | | | | 1 | 25,400 | 7 | 199,000 | 6 | 63,100 | 2(D) | 3 | 19 | 294,180 |
| MARCH | | | | | 6 | 154,000 | 6 | 124,500 | 6 | 24,000 | 6680 | 2 | 20 | 302,500 |
| APRIL | 1 | 78,000 | 1 | 75,000 | 8 | 175,400 | 9 | 102,400 | 15 | 76,300 | | 1 | 35 | 507,100 |
| MAY | 9 | 586,500 | 2 | 453,000 | 6 | 214,800 | 11 | 795,500 | 38 | 174,820 | | 3 | 69 | 2,224,620 |
| JUNE | 1 | 71,000 | | | 8 | 422,800 | 7 | 504,700 | 25 | 79,850 | 1(D) | 3 | 45 | 1,103,350 |
| JULY | 2 | 129,000 | 2 | 1,844,000 | 5 | 688,500 | 10 | 351,250 | 19 | 53,350 | 25,000 | 2 | 41 | 3,066,100 |
| AUGUST | 6 | 378,000 | | | | | 11 | 174,700 | 19 | 110,200 | 1(D) | 2 | 38 | 663,400 |
| SEPTEMBER | 2 | 106,000 | 2 | 300,000 | 4 | 76,700 | 12 | 50,100 | 9 | 44,300 | 1(M) | 3 | 33 | 577,100 |
| OCTOBER | 3 | 164,000 | | | | | 6 | 749,250 | 12 | 31,250 | 1(M) | 2 | 24 | 944,500 |
| NOVEMBER | 1 | 50,000 | | | | | 4 | 14,500 | 18 | 107,000 | | 1 | 24 | 171,500 |
| DECEMBER | | | | | | | 11 | 327,800 | 6 | 13,400 | | | 17 | 341,200 |
| SUB-TOTAL | 25 | 1,562,500 | 7 | 2,672,000 | 39 | 2,035,600 | 1103 | 596,000 | 189 | 836,050 | 350 | 24 | 401 | 10,734,830 |
| | | | | | | | | | | | 32,680 | | | |
| DILWORTH | 2 | 138,000 | | | 2 | 39,200 | 11 | 286,850 | 19 | 113,900 | 2(D) | 6 | 43 | 578,950 |
| GLYNDON | 9 | 382,000 | | | | | 1 | 8,800 | 2 | 9,700 | | | 12 | 400,500 |
| TOTAL-1984 | 36 | 2,082,500 | 7 | 2,672,000 | 41 | 2,074,800 | 122 | 3,891,650 | 210 | 959,650 | 3(M) 7(D) | 30 | 456 | 11,714,280 |

33,680

COMPARISONS OF MAJOR CATEGORY BUILDING ACTIVITY

The total number of building permits serviced each of the last three previous years (1981-1982-1983) was about the same. Note that there was an increase of 14% in 1984 over any of those three years. Also, note that only in the peak construction years of 1976, 1977 and 1979 were there more building permits issued than in 1984. There was an increase of 45% in valuation of permits serviced in 1984 over either 1982 or 1983.

| YEAR | SINGLE FAMILY DWELLINGS | MULTIPLE DWELLINGS | NEW AND REMODEL COMMERCIAL | MISC BLDGS & RES REM | TOTAL PERMITS & VALUATION |
|------------------|-------------------------|-------------------------|----------------------------|----------------------|---------------------------|
| 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) \$ 364,300 | (97) \$25,187,050 | (279) \$1,129,579 | (388) \$28,416,479 |
| 1982 | (16) \$ 718,600 | (10-84) \$2,701,000 | (109) \$ 3,554,625 | (259) \$ 906,398 | (394) \$ 7,880,623 |
| 1983 | (28) \$ 1,384,100 | (7-24) \$ 672,000 | (107) \$ 4,995,770 | (262) \$1,094,805 | (404) \$ 8,146,675 |
| 1984 | (36) \$ 2,082,500 | (7-94) \$2,672,000 | (163) \$ 5,966,450 | (250) \$ 993,330 | (456) \$11,714,280 |

1973 THRU 1984 COMPARISONS OF VALUATIONS, PERMITS & REVENUE TABLE

| YEAR | BUILDING PERMIT VALUATIONS | BLDG PERMIT ISSUED | BUILDING PERMIT REVENUE | PLBC PERMITS ISSUED | PLUMBING PERMIT REVENUE | HTC PERMITS ISSUED | HEATING PERMIT REVENUE | PLBC & HTC 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 (1978) | \$18,644,200 | 445 | \$32,479 | 244 | \$11,446 | 240 | \$ 2,540 | | -0- | \$ 9,729 | 929 | \$ 56,194 |
| 1979 MID 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 | 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 | 670 | \$ 77,558 |
| 1982 | \$ 7,880,623 | 394 | \$25,486 | 144 | \$6,480 | 241 | \$ 5,452 | \$ 2,830 | \$ 3,616 | \$ 4,660 | 779 | \$ 48,524 |
| 1983 | \$ 8,146,675 | 404 | \$41,547 | 140 | \$6,657 | 237 | \$ 4,795 | \$ 3,980 | ** | \$ 9,103 | 781 | \$ 69,878 |
| 1984 | \$ 11,713,780 | 456 | \$53,536.50 | 162 | \$8,661 | 408 | \$ 8,428 | \$ 4,830 | \$4,612.18 | \$ 6,183 | 1026 | \$ 86,250.68 |

* 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
 *** 1983 - Other fees collected Column \$4,117 State surcharge rebate, \$4,400 Dilworth & Glyndon J-P Agreement & miscellaneous

MOORHEAD BLDG. CODE DIV. - PERMITS ISSUED COMPARISON FOR MONTH - YEAR LISTED

| YEAR | JAN. | FEB. | MAR. | APR. | MAY | JUNE | JULY | AUG. | SEPT. | OCT. | NOV. | DEC. |
|------|------|------|------|------|-----|------|------|------|-------|------|------|------|
| 1975 | 6 | 11 | 32 | 49 | 79 | 134 | 171 | 207 | 251 | 279 | 309 | 338 |
| 1976 | 15 | 23 | 43 | 92 | 140 | 201 | 263 | 316 | 389 | 450 | 485 | 535 |
| 1977 | 19 | 34 | 59 | 122 | 199 | 267 | 307 | 382 | 428 | 485 | 508 | 542 |
| 1978 | 9 | 24 | 39 | 86 | 135 | 189 | 234 | 281 | 336 | 378 | 422 | 441 |
| 1979 | 11 | 23 | 39 | 73 | 136 | 202 | 258 | 310 | 381 | 456 | 496 | 529 |
| 1980 | 18 | 39 | 51 | 88 | 127 | 162 | 205 | 238 | 277 | 334 | 360 | 386 |
| 1981 | 28 | 41 | 62 | 107 | 140 | 180 | 214 | 253 | 285 | 320 | 357 | 388 |
| 1982 | 7 | 22 | 44 | 87 | 124 | 156 | 198 | 245 | 299 | 338 | 369 | 394 |
| 1983 | 13 | 29 | 47 | 91 | 126 | 161 | 202 | 252 | 291 | 341 | 388 | 406 |
| 1984 | 36 | 58 | 81 | 124 | 198 | 250 | 294 | 334 | 375 | 404 | 432 | 456 |

PLUMBING:

| | | | | | | | | | | | | |
|------|----|----|----|----|----|----|-----|-----|-----|-----|-----|-----|
| 1977 | 4 | 9 | 28 | 54 | 64 | 94 | 126 | 148 | 176 | 205 | 231 | 337 |
| 1978 | 6 | 10 | 16 | 33 | 53 | 81 | 108 | 125 | 154 | 194 | 227 | 244 |
| 1979 | 3 | 6 | 9 | 15 | 23 | 35 | 58 | 79 | 92 | 113 | 128 | 256 |
| 1980 | 10 | 15 | 20 | 29 | 43 | 48 | 53 | 58 | 68 | 71 | 74 | 136 |
| 1981 | 10 | 16 | 20 | 26 | 46 | 58 | 71 | 85 | 99 | 113 | 127 | 144 |
| 1982 | 7 | 18 | 15 | 28 | 33 | 46 | 55 | 83 | 96 | 110 | 117 | 140 |
| 1983 | 10 | 20 | 29 | 39 | 61 | 77 | 87 | 110 | 132 | 143 | 152 | 162 |

HEATING:

| | | | | | | | | | | | | |
|------|----|----|----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 1977 | 9 | 29 | 41 | 61 | 75 | 101 | 129 | 158 | 179 | 197 | 219 | 240 |
| 1978 | 9 | 15 | 32 | 70 | 102 | 117 | 138 | 181 | 236 | 292 | 320 | 384 |
| 1979 | 6 | 13 | 30 | 38 | 50 | 63 | 79 | 94 | 120 | 148 | 170 | 203 |
| 1980 | 18 | 26 | 46 | 66 | 78 | 91 | 103 | 112 | 129 | 148 | 171 | 199 |
| 1981 | 8 | 11 | 13 | 24 | 35 | 41 | 53 | 88 | 119 | 190 | 220 | 241 |
| 1982 | 11 | 21 | 36 | 48 | 52 | 71 | 84 | 115 | 135 | 171 | 204 | 237 |
| 1983 | 22 | 59 | 95 | 112 | 197 | 167 | 191 | 227 | 271 | 315 | 351 | 408 |

SUMMARY OF INFORMATION IN TABLES

Large increase in the number of building, plumbing and heating permits issued in 1984 over each of the past four years. Category increases were: Building Permits 13%, Plumbing 28%, and Heating 85% for an average increase of 36% in the total number of permits issued.

The valuation of construction activity serviced the past three years has remained close to \$8,000,000 each year (discounting the WWTF \$20,000,000 project in 1981). It could be an encouraging indicator to note that the \$11,700,000 valuation in 1984 represents an increase of about 46% over any of the past three years .

Revenue collected on Building Code Division related matters was \$86,250 in 1984. This was an unexpected 36% increase over the average revenue the preceding four years. This can mostly be attributed to the increase in construction activity. Part of the increase however reflects that in 1984 the updated fee schedule was in effect whereas 3 of the preceding 4 years was under the old, obsolete fee schedule.

The staff level and workload. Staff for Building Code Division field work in 1984 remained at 2 since being cut from 3 in the fall of 1982. There was a considerable increase in the number of permits issued so it is obvious that the same previous level of service could not be provided.

The total number of documented field inspections on building, plumbing and heating in 1984 was 2916. Included in that count of field inspections are the 48 LP gas installation heating permit jobs on which inspections were serviced by Fire Inspector Dalan Rasmussen. Also, Dalan or Fire Marshal Gary Schukz serviced 10 or 12 permits that related to either emergency exit window installations ordered in through their Housing Program; hood/fire suppression systems for restaurants, or wood burning appliance installations. There are a considerable number of permits in the active files on the first of each year:

| <u>NUMBER OF PERMITS ACTIVE</u> | <u>1-1-83</u> | <u>1-1-84</u> | <u>1-1-85</u> |
|---------------------------------|---------------|---------------|---------------|
| BUILDING PERMITS | 84 | 100 | 110 |
| PLUMBING PERMITS | 49 | 78 | 47 |
| HEATING PERMITS | 46 | 71 | 79 |
| TOTAL ACTIVE | 179 | 249 | 236 |

PROJECTED WORKLOAD FOR 1985: A municipality of 30,000 always has a considerable amount of construction activity. Also, there are always numerous zoning enforcement matters to be resolved. There is nothing at this time however that would indicate a significant workload change either up or down for 1985.

ZONING ORDINANCE ENFORCEMENT REPORT

Zoning enforcement consumes a considerable amount of staff time as there is a constant number of phone calls and counter inquiries that staff process daily. Marge Lokken, Senior Office Associate, has worked in the division for so long she is capable of answering many questions without referral to me or Al Hammer. It is good that all calls do not require site investigation as in all but the middle of winter months it is not uncommon to service 12 to 15 inquiries some days.

The following types of questions are most frequent both for phone calls and counter inquiries but can be serviced without investigation:

- People giving an address and inquiring what zoned district it is in.
- Calls and inquiries on requirements on fence or hedge locations.
- Questions, specifically on front yard and side yard setback requirements.
- Inquiries or proposals involving lot coverage.
- Inquiries on both specific and general zoning requirements in various zoned districts.
- Parking requirement inquiries or parking complaints.

It seems like year to year, zoning enforcement matters that necessitate field inspections and additional follow-up with phone calls, correspondence, or meeting with the people involved differ very little. Examples are:

- + Proposals for additions that must be checked for zoning propriety before permit issuance.
- Site investigation on drainage complaints and flood plain elevations.
- Complaints on fence or hedge encroachments.
- Berm parking, or front yard parking complaints.
- Inspection of structures before relocation.
- Checking on requests for Home Occupation Use before approval or rejection.
- Miscellaneous complaints that must be checked out to see if the complaints are justifiable.

Occasionally there is a need to file a formal complaint and appear in court.

There were three formal variance requests processed with the Board of Adjustment:

- 1) A sidelot variance for an attached garage: 616 North 10th Street.
- 2) A sidelot variance for an attached garage: 1318 4th Avenue North.
- 3) A parking variance for 1020-1028 Center Avenue.

The status of "Home Occupation Uses" remained essentially unchanged. There were a number of inquiries and investigations but most did not conform to the criteria established so a formal request was not made. There were no complaints filed in 1984 on existing Home Occupation Uses.

GENERAL COMMENTS

The scope of services the Building Code Division staff administer is not limited to permit issuance and making field inspections. There is a continual need for outside studying and attendance at seminars to keep abreast of technology changes in the building industry materials and methods of fabrication. This information is passed on to local design professionals and contractors for the benefit of the locality.

The hours spent on pre-construction plan checking for the design professionals, contractors and homeowners are time, money and problem savers for the proposers and staff when projects are in progress.

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 before permit issuance.

- Planning and Community Development - Zoning and development matters.
- Engineer Department - Easement, site drainage, sewer line matters, curb cuts and use of their maps and aerial photos regularly.
- Public Service Department - Water and power availability.
- Fire Department - Some aspects in both new and remodeled construction and housing matters.
- Finance Department - Permit revenue collected and plumbing and heating licenses and bonds.
- Other divisions to lesser degrees.

There is frequent attendance and participation necessary at informational meetings for civic, public, professional groups, and tradesmen to answer questions and disseminate 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 technical 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.

February 18, 1985

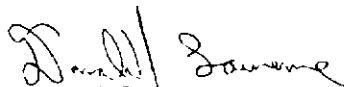
TO: Marlan Anderson, Chief
Moorhead Fire Department
Moorhead, MN

Dear Chief Anderson:

The following annual report covers the activities done by the Environmental Health Division for 1984. The information has been summarized from daily logs and from field notes throughout the year. In June a new category system was implemented in order to fulfill the required state and local reporting activities. Time spent in administration and new programs is also indicated in this report.

I would like to take this opportunity to thank Marge Lokken and Lynn Wagman for their contributions to the Environmental Health program.

Respectfully reported,


Donald J. Lawrence
Environmental Health Director

DJL/ml

ENVIRONMENTAL HEALTH REPORT, 1984

Listed below are the categories and explanations for the overall Environmental Health Division Program.

ADMINISTRATION

The administrative activities for the year include plan reviews for Restaurants, Bars, Boarding and Lodging establishments, and Swimming Pools. Research on various projects such as gathering information and state requirements for proposed businesses. Reviewing and compiling information for required ordinances, and program review with the Minnesota Department of Health personnel. Also, licensing and Food Service Manager Certification would be included. An estimated 294 hours have been spent in this administrative category, (estimated from June through December, 1984).

INSPECTION/CONSULTATION/CORRESPONDENCE

Correspondence for the year excluding weeds, mosquito/surveillance and licensing was 238 which were written regarding the categories of Food Service, Day Care Centers, Hot Lunch programs, and other related areas that include the remainder of the programs under the Environmental Health Division.

Inspections are based on complaints, or regular scheduled inspections. The term consultation means the persons were contacted regarding a particular problem or explanation of orders on correspondence that were given either by phone or by personal contact.

I. INSPECTION/CONSULTATION FOR PROGRAM AREAS INCLUDE:

Inspections done by personnel supplied by CEP from January 9 to April 30, 1984. This person was trained and supervised during this period. (The areas are marked with an asterisk).

| | | Number |
|--|---------|--------|
| Lodging | Inspect | 28 |
| | Consult | 38 |
| Restaurant, Bars, Rest Homes, Day Care, Hot Lunch Programs, Limited Food | Inspect | * 150 |
| | Consult | 275 |

I. INSPECTION/CONSULTATION FOR PROGRAM AREAS, CON'T:

| | | Number |
|--|---------------------|-------------|
| Partial inspection of Restaurants, Bars, Rest Homes, Day Care, Hot Lunch, orders not written | Part/ Inspection | * 238 |
| Swimming Pools | Inspect Consult | * 220 51 |
| Plumbing | Inspect Consult | 4 11 |
| Nuisance (Complaints 94) | Inspect Consult | 150 137 |
| PCA/Government, Inspection based on Air, Indoor/Outdoor, Water, Gas, Toxic Waste, etc. | Inspect Consult | * 67 87 |
| MCIAA (Minnesota Clean Indoor Act) | Inspect Consult | 9 30 |
| Other (No category) | Inspect Consult | * 22 125 |
| Meetings | | 27 |
| Supervisory | January thru April | |
| Lecture | | 4 |
| Training received | | 2 |
| Closure/Enforcement | Swimming Pool | 5 |

II. WEED PROGRAM (August - October)

| | <u>No.</u> | <u>Hours</u> |
|--|----------------|--------------|
| Administrative (checking property owners, and assuming the program from the Park Department) | Administrative | 18 |
| | Inspect | 30 |
| | Consult | 27 |
| | Corresp. | 9 |
| | TOTAL | 66 |
| | | 34 |

II. WEED PROGRAM, CON'T.

* The Park Department was responsible for about 90% of the information on the Annual Weed report which is herewith included.

The existing weed ordinance has been changed for 1985 to include the removal of debris and the leveling of dirt piles. Also, a section addressing "Natural Lawns" has been added to the ordinance.

The council has designated the Environmental Health Division as responsible for the inspection and enforcement of the weed lot ordinance. Operations and Maintenance Department will be responsible for the mowing of weed lots.



ANNUAL CITY REPORT ON WEED CONTROL FOR 1984

Required by Minnesota Statute 18.261

Submit Report to County Agricultural Inspector by December 15

| | | |
|---|----------------|---------------------------|
| City MOORHEAD | County CLAY | Date December 31, 1984 |
| County Agricultural Inspector's Name and Address LLOYD SUNDE 1021 S 1ST ST. MOORHEAD, MN | | |

| | | | |
|--|--|---|-----------------------------|
| 1. If you have appointed an Assistant City Weed Inspector, please indicate the person's name and address in the space provided at right: | | DON LAWRENCE | |
| 2. How many weed inspection tours were made in your city with the County Agricultural Inspector this year? | | 2 | |
| 3. Does your city have a special ordinance for weed and grass control? In what year was this special ordinance adopted? | | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| 4. How many notices to control weeds and grasses were served under this special ordinance this year? | | 95 | |
| 5. If your city does not have a special ordinance, how many Inspectors' Notices (Previously form 1's) were served to control noxious weeds on private property in your city this year? | | -- | |
| 6. How many times did your city hire or do the control work under either a special ordinance or the noxious weed law in which the costs were added to the landowners taxes this year? | | 13 | |
| 7. What was the amount of money paid to the mayor or the assistant city weed inspector for weed work this year? (Include costs of attending annual weed meeting, weed tours, meals, and mileage) | | \$ -- | |
| 8. What was the cost of spraying and mowing city property for weed and grass control this year? (Do not include brush control or snow removal costs) | | \$ Spraying - None | \$ Mowing \$1,462.50 |

SIGNATURES OF CITY OFFICIALS

| | |
|--|---------|
| Mayor <i>Murray J. Lammie</i> | Address |
| Assistant City Weed Inspector <i>Don Lawrence</i> | Address |

AG 00189-04 ORIGINAL - City Mayor ONE COPY - County Agricultural Inspector

III. MOSQUITO/SURVEILLANCE CONTROL PROGRAM

The council appointed city/county staff persons to formulate policies and procedures for the Mosquito/Surveillance Control Program for the City of Moorhead and surrounding areas.

Items listed below were addressed by the Fire Marshal's office and the division of Environmental Health with *recommendation for changes regarding storage, handling and protection.

- 1) Type of chemical used
- *2) Amounts stored and how
- *3) Type of building where chemicals are being stored
- *4) Method of handling the chemical during usage
- *5) Methods used for protection of persons using chemicals
- 6) Records of chemicals used and the areas that chemicals are used on

The Fire Marshal's recommendations were adhered to; and masks, boots, gloves and additional items were obtained regarding the protection for persons handling the chemicals. Also, blood tests were taken before and after the season to determine if any levels of malathion were found.

Any additional information regarding the Mosquito Control program is with the Moorhead Sanitation Department.

The Mosquito/Surveillance program began in June of 1984 and was in effect until the end of August, 1984. Two New Jersey Light Traps were used. One trap was located in North Moorhead and the other in South Moorhead.

Explanation of the program and the time spent is as follows:

| | <u>Number</u> | <u>Hours</u> |
|---|----------------|--------------|
| Setting up of the program and the separating of mosquitoes, plus counting | Administrative | 111 |
| | Inspect | 2 |
| | Corresp. | 6 |
| | Consult | 53 |
| Picking up mosquitoes from traps | Collect | 79 |
| | <u>Total</u> | <u>142.5</u> |

On the following page is a graph indicating the mosquito activity from June through August, 1984.

DIVISION OF ENVIRONMENTAL HEALTH
CITY OF MOORHEAD

Female Mosquito Count June-August 1984

| | | N 1 | | S 2 | |
|--|-----------|------------|--------------|-----------|-------------|
| | | CULEX T. | OTHER | CULEX T. | OTHER |
| June | W 5-11 M | 0 | 10 | 0 | 11 |
| | T 12-18 M | 0 | 37 | 0 | 15 |
| | T 19-25 M | 0 | 2040 | 0 | 1222 |
| | T 26-30 S | 2 | 1534 | 1 | 244 |
| TOTAL FOR JUNE | | <u>2</u> | <u>3621</u> | <u>1</u> | <u>1492</u> |
| July | S 1-9 M | 37 | 2458 | 2 | 889 |
| | T 10-16 M | 15 | 2171 | 1 | 958 |
| | T 17-23 M | 24 | 771 | 6 | 477 |
| | T 24-31 T | 71 | 458 | 39 | 288 |
| TOTAL FOR JULY | | <u>147</u> | <u>5858</u> | <u>48</u> | <u>2612</u> |
| Aug. | W 1-6 M | 3 | 188 | 4 | 133 |
| | T 7-13 M | 4 | 17 | 8 | 15 |
| | T 14-20 M | 0 | 27 | 8 | 29 |
| | T 21-27 M | 6 | 42 | 0 | 26 |
| TOTAL FOR AUG. | | <u>13</u> | <u>548</u> | <u>20</u> | <u>203</u> |
| <u>GRAND TOTAL</u> | | <u>164</u> | <u>10027</u> | <u>69</u> | <u>4307</u> |
| N 1--New Jersey Trap Location--N. Moorhead | | | | | |
| S 2--New Jersey Trap Location--S. Moorhead | | | | | |
| June 28-29 Traps down--no count | | | | | |
| July 1-5 Only Culex T. counted by M.D.H. | | | | | |
| Aug. 8-9 N 1 down | | | | | |
| No C.D.C. Traps were used | | | | | |