

**MOORHEAD FIRE
DIVISIONS
1995
ANNUAL REPORT**

1995 MOORHEAD FIRE & RESCUE DEPARTMENT
ORGANIZATIONAL CHART

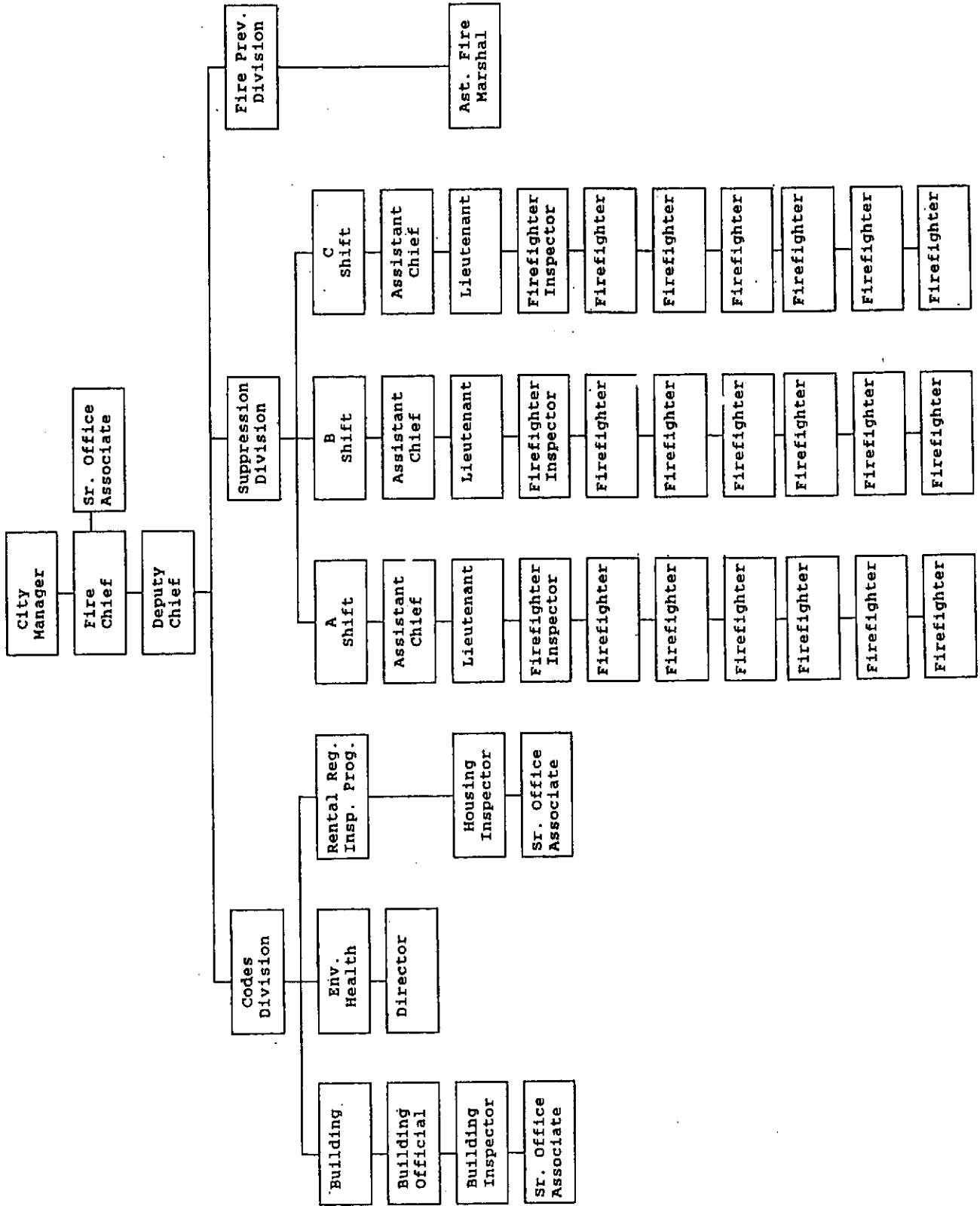


TABLE OF CONTENTS

Chief's Report.....	1
Fire Prevention Report.....	11
Rental Registration/Inspection Report.....	17
Suppression Report.....	23
Building Codes Report.....	26
Environmental Health Report.....	33
Letters of Appreciation.....	39
Special Recognition.....	47

CITY OF
MOORHEAD
FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
(218) 299-5434 FAX (218) 299-5072

MEMORANDUM

TO: James Antonen, City Manager
FROM: Gary L. Schulz, Fire Chief *GLS*
RE: 1995 Moorhead Fire & Rescue Annual Report

There were 1,786 emergency runs in 1995, as compared to 1,665 in 1994, which is an increase of approximately 7.2%.

The total fire loss for 1995 was \$581,856.00, which is an increase of approximately 16.5% compared with the total fire loss of \$499,225.00 in 1994. Contributing to this dollar loss figure were two structure fires with losses ranging from \$130,000.00 to \$150,000.00; these fires alone totaled \$280,000.00

The emergency medical responses for 1995 totaled 1,199, which is approximately 67.1% of the total emergency responses for the Moorhead Fire & Rescue Department. These figures correspond to the national statistics of medical responses. I believe these figures show the need for this service and the City's dedication to the elderly and health care. The citizens continually show their desire for and support of this service, and these figures prove the commitment and expertise of the Fire Fighters who respond to the emergency situations.

There were nine fire-related deaths in our community in 1995.

Listed below are some of the changes/events that took place in our department in 1995:

JANUARY:

A fire in South Moorhead claimed the lives of a mother and her six children on January 14, 1995. The citizens of Moorhead and other areas were very saddened by this terrible tragedy.

While attending to a medical emergency and car accident on the I-94 Bridge on January 15, 1995, the south station pumper was rear-ended. There was slight damage to the pumper, the car was totaled, and the driver seriously injured.

1.



JANUARY: (continued)

Fire, Police and Ambulance personnel attended a CISD (Critical Incident Stress Debriefing) to help them cope with the stress and emotions after the tragic fire.

Amy Weigel, Sr. Office Associate, moved from the Parks & Recreation Department to the Rental Housing Department in the Fire Administration office on January 17, 1995.

On January 21, 1995, a vandal cut several US West Communications lines disabling the phone system in the City of Moorhead and much of NW Minnesota. Citizens were without any phone contact with emergency services, including 911. All City departments worked together during the seven day ordeal to deal with problems and issues. We felt very fortunate we did not have a major fire or medical incident during this time.

FEBRUARY:

Kurt Wenzel, Building Inspector (Rehab), was promoted to full-time on February 1, 1995.

Rick Loveland was hired as Firefighter on February 6, 1995.

On February 27, 1995, tragedy struck again. A mother and one of her children died in a mobile home fire in North Moorhead. Once again citizens were saddened by this tragedy.

MARCH:

The Moorhead Fire & Rescue Life Saving Award was presented to Moorhead resident, Tony Ochoa, for his efforts in saving two children from the February mobile home fire that took the lives of a mother and child.

APRIL:

On April 25, 1995, the Moorhead Fire & Rescue Department was awarded the Regional Haz-Mat Team by the State of Minnesota and may respond to 22 western counties.

JUNE:

Two 1970 pumper trucks were sold to the Emden, North Dakota and Lake Park, MN Volunteer Fire Departments.

Two new 1995 pumper trucks were delivered to the Moorhead Fire & Rescue Department.

JULY:

Greg Doeden, Assistant Fire Marshal, was the July Pride of Moorhead winner.

AUGUST:

Gary Larsen was hired as Firefighter on August 14, 1995.

SEPTEMBER:

Chad Stangeland was hired as Firefighter on September 19, 1995.

OCTOBER:

On October 22, 1995, there was a derailment of 20 Burlington Northern cars near two mobile home parks in Moorhead. Five of the overturned cars contained anhydrous ammonia.

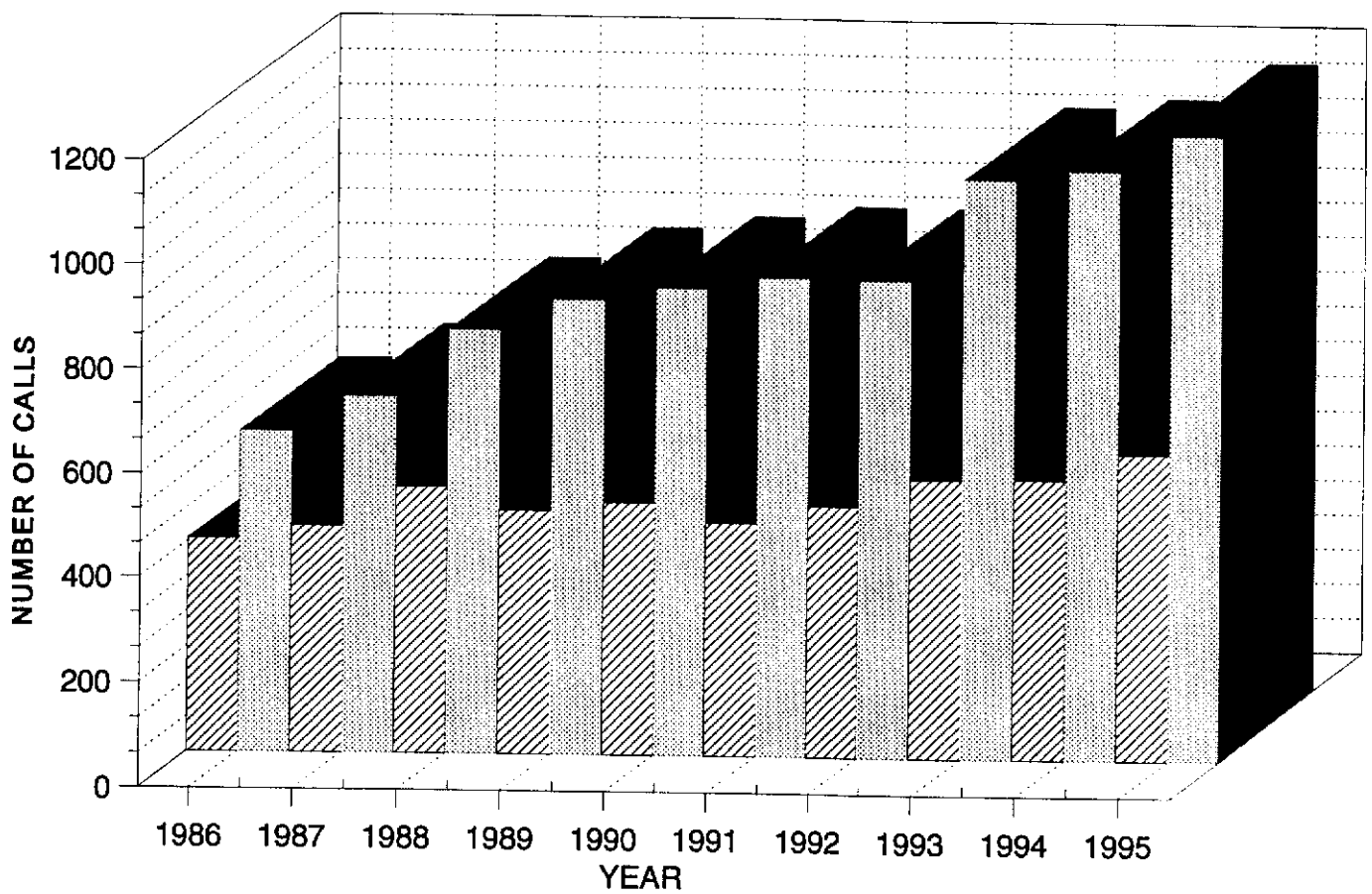
We had a very busy year in 1995, and I feel a very special thanks must go to the Fire Fighters and Officers of the Moorhead Fire & Rescue, and also to all the employees of the Fire Administration Office. Without their experience, dedication and support, the Moorhead Fire & Rescue Department and Codes Office could not operate as efficiently and effectively as it now does.

I would also like to thank Mayor Lanning, members of the Moorhead City Council, and the City Manager for the assistance and guidance given to our department.

1995 BREAKDOWN OF RESPONSES

RESPONSES	NUMBER OF RESPONSES	ESTIMATED DOLLAR LOSS
BREAKDOWN OF FIRE RESPONSES		
1. Clubs	1	\$150,000.00
2. Eating/Drinking Places	1	\$130,000.00
3. Schools/Non-Residential	2	\$-0-
4. Dwellings/1-2 Family	19	\$155,485.00
5. Apartments/Tennants/Flats	11	\$75,785.00
6. Dormitories	1	\$-0-
7. Manufacturing Unclassified	1	\$18,629.00
8. Footware/Apparel/Leather	1	\$1,000.00
9. Metal/Metal Products	1	\$500.00
10. Storage Unclassified	1	\$500.00
11. Chemical/Plastic Product Storage	1	\$-0-
12. Vehicle Storage	1	\$7,000.00
13. Special Structures	1	\$500.00
14. Vehicle Fires	28	\$29,760.00
15. Other Than Vehicle or Structure Fires	20	\$12,697.00
16. TOTAL FIRE RESPONSES & DOLLAR LOSS: (Lines 1-15)	90	\$581,856.00
OTHER RESPONSES:		
17. Overpressure Rupture	0	\$-0-
18. Rescue Calls	1199	\$-0-
19. Hazardous Conditions/Standby	51	\$-0-
20. Service Calls	60	\$-0-
21. Good Intent Calls	163	\$-0-
22. False Calls	222	\$-0-
23. Other Situation Found	1	\$-0-
TOTAL RESPONSES & DOLLAR LOSS: (Lines 16-23)	1786	\$581,856.00

ALARM CALLS 1986 - 1995

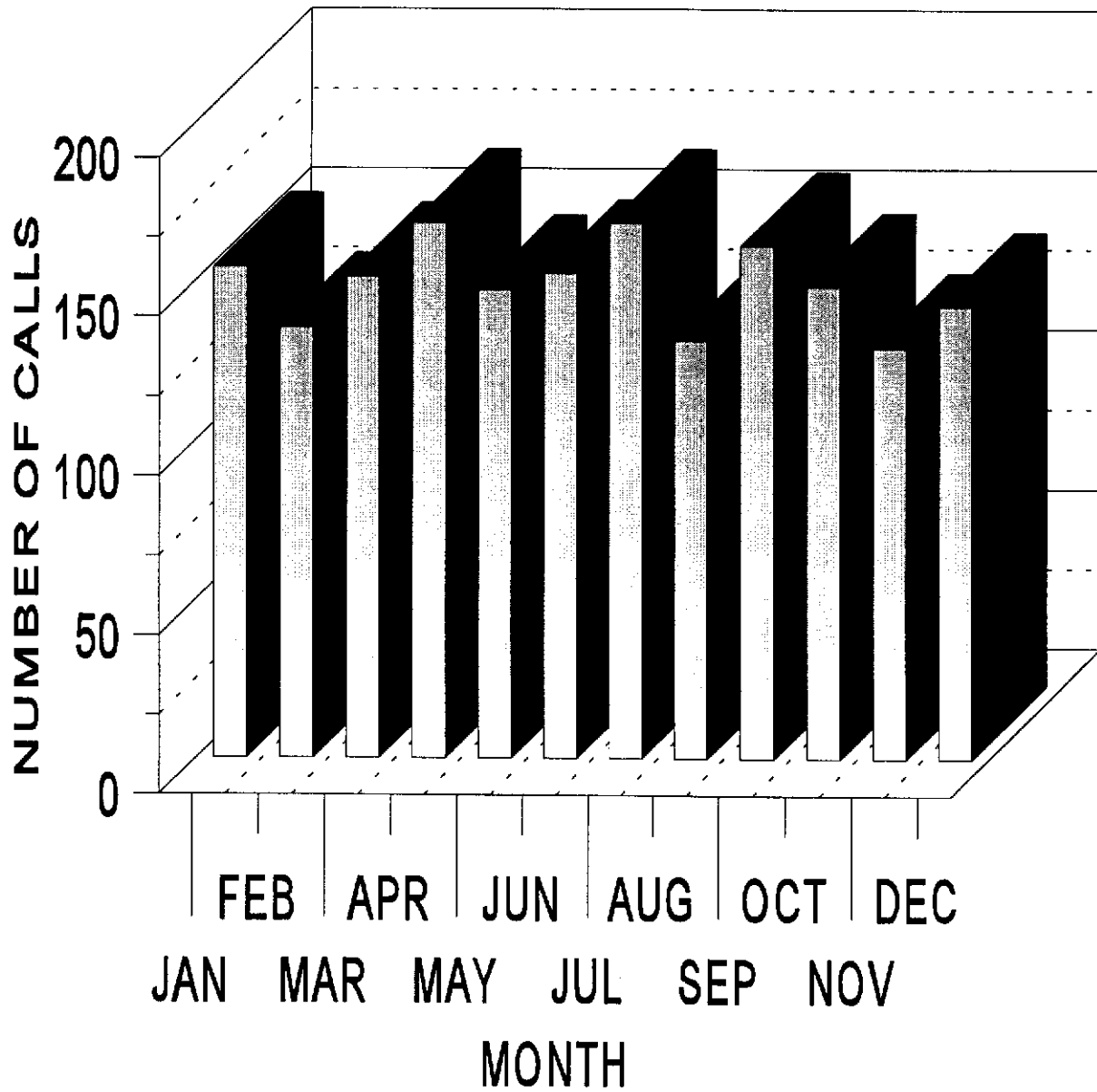


MEDICALS

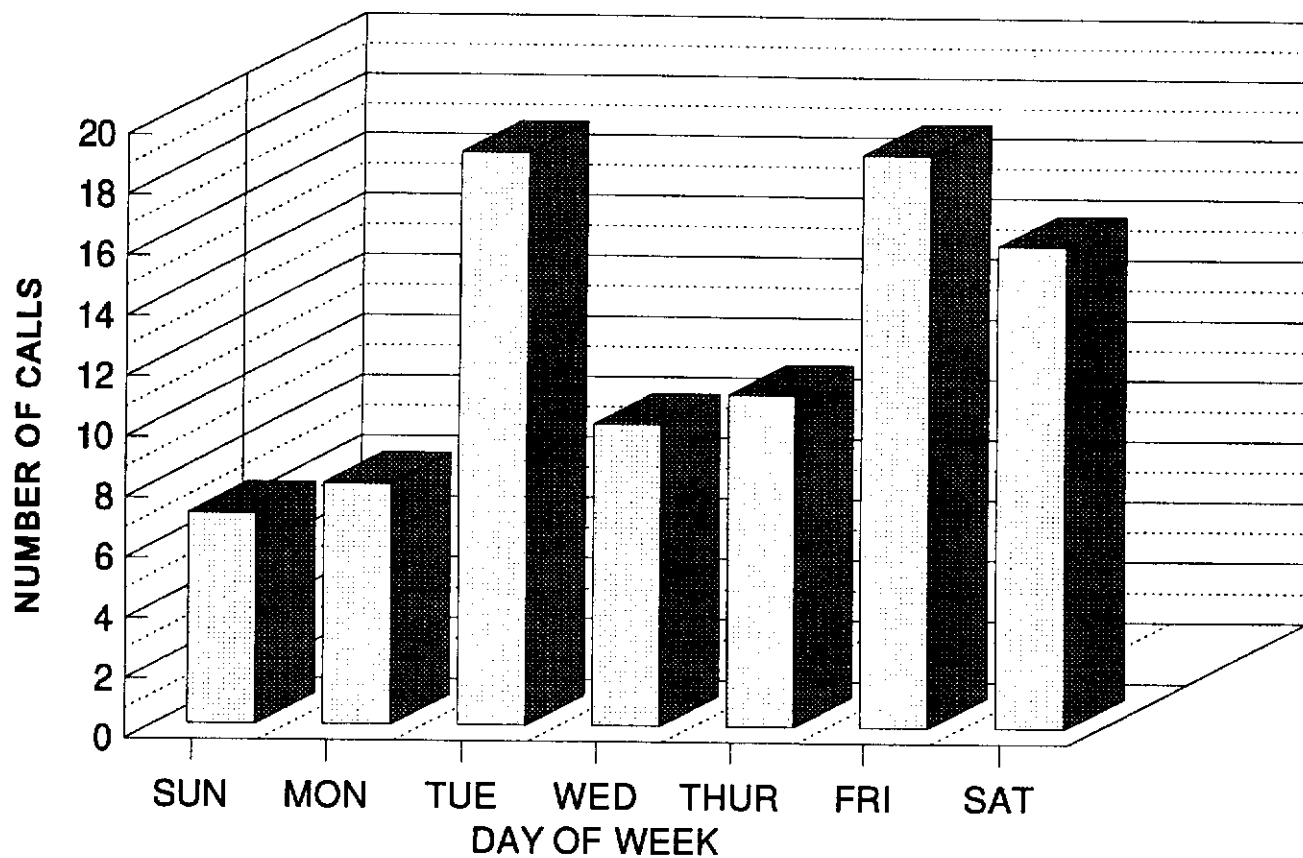


OTHER EMERGENCIES
INCLUDING FIRE

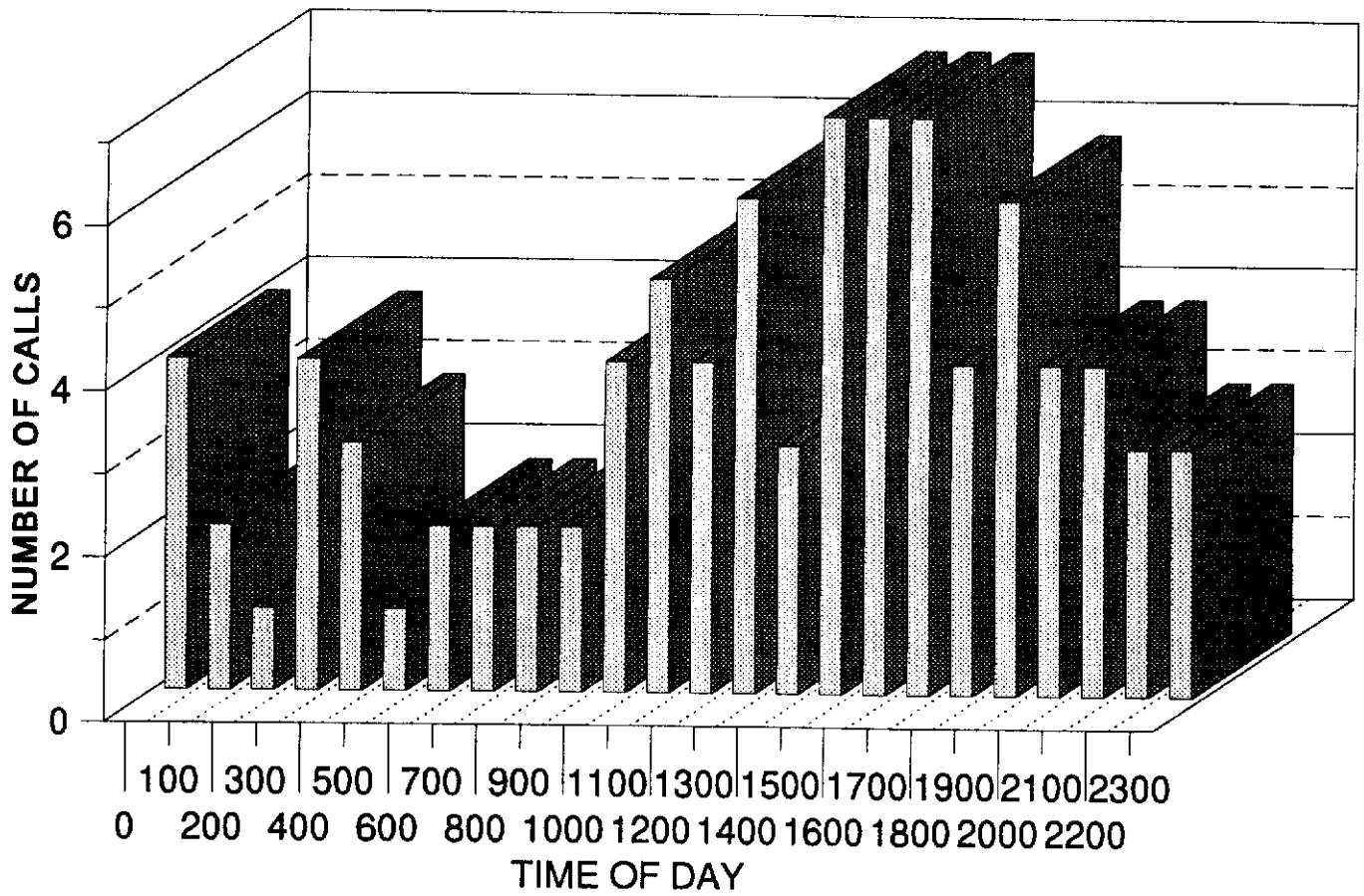
1995 ALARM CALLS BY MONTH



1995 FIRES BY DAY OF WEEK

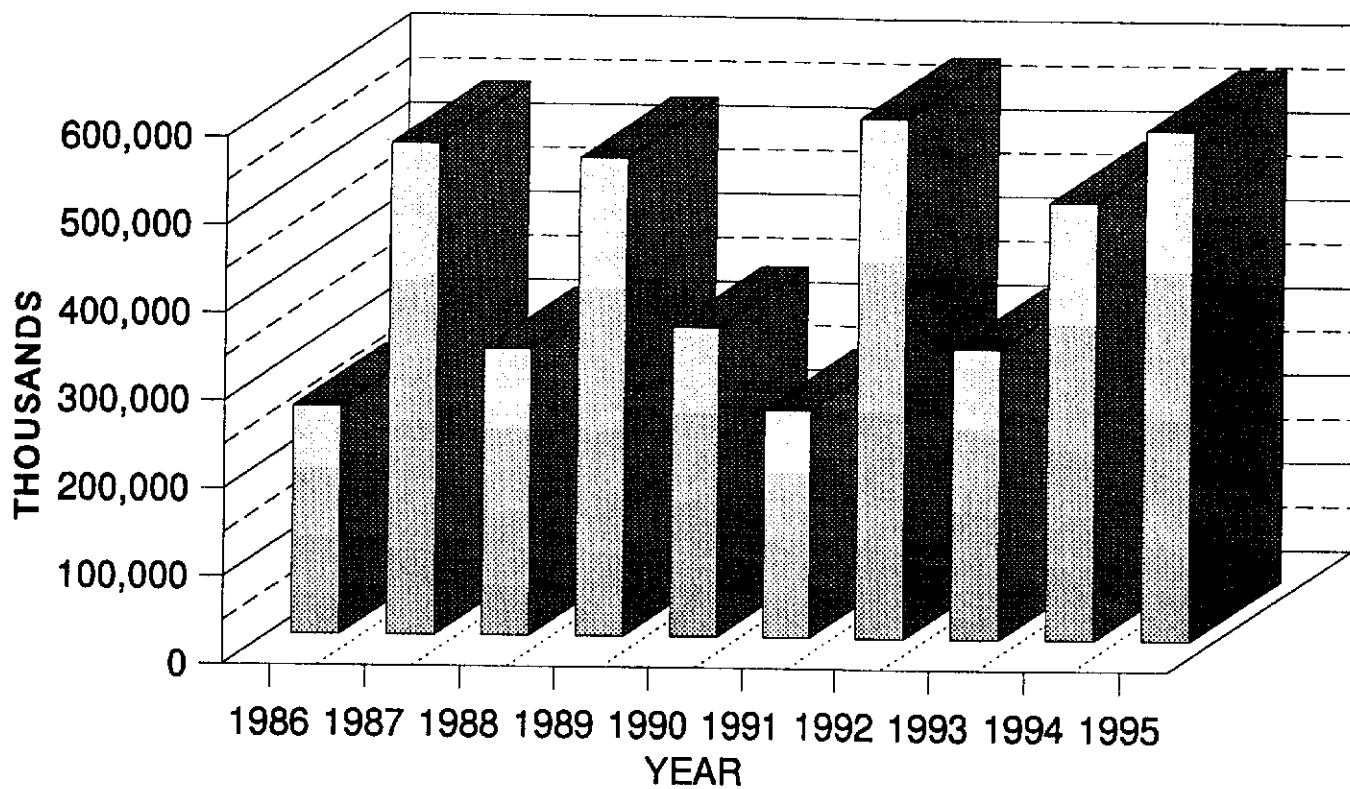


1995 FIRE RUNS BY TIME OF DAY



TEN YEAR FIRE HISTORY

1986 - 1995 DOLLAR LOSS



**FIRE DEPARTMENT VEHICLES
1995**

<u>APPARATUS</u>	<u>STATION</u>	<u>TYPE OF APPARATUS</u>	<u>DESCRIPTION</u>	<u>YEAR</u>
Engine 1	North	1250 Pumper	General	1995
Engine 2	South	1250 Pumper	General	1995
Engine 3	North	1250 Pumper	Pierce	1985
Engine 4	South	1250 Pumper	Pierce	1985
Rescue 8	North	Utility Truck	GMC	1989
Ladder 1	North	Aerial Platform	Sutphen	1977
912	North	Pick-up Truck	Ford	1989
Chief 1	North	4 Door Passenger (Chiefs Car)	Chevy Lumina	1995
Chief 2	North	4 Door Passenger (Deputy Chief's Car)	Ford Taurus	1995
900	North	4 Door Passenger (Firefighter/Inspector)	Pontiac 6000	1987
902	North	4 Door Passenger (Fire Prevention)	Dodge Aries	1985
914	North	4 Door Passenger (Fire Prevention)	Ford Taurus	1995
922	North	4 Door Passenger (Building Codes)	Pontiac Grand Am	1994
923	North	4 Door Passenger (Environmental Health)	Dodge Aries	1985

CITY OF
MOORHEAD
FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
(218) 299-5434 FAX (218) 299-5072

MEMORANDUM

TO: Jim Antonen, City Manager
FROM: Gary L. Schulz, Fire Chief *GLS*
RE: 1995 Fire Prevention Annual Report

Enclosed is the total 1995 annual report for the Fire Prevention Division. These reports include those from the Fire Marshal, Assistant Fire Marshal, Housing Inspectors and Fire Suppression Shift Inspectors

As always, we feel the numbers in inspections made are important. This is especially true when comparing the violations found and the corrections made. The statistics of violations and corrections indicate that when found, violations are being corrected and the property in Moorhead becomes safer for the residents, property values increase for the owners, and the neighborhoods maintain their individuality and neighborhood pride.

The most important issue for Fire Prevention in 1995, was the tragic loss of life. There were nine fire victims in 1995 - two adults and seven children. These tragic fires involved issues such as children, smoke detectors, alcohol and smoking material. This really shows the importance of fire inspections - to correct violations, and public fire education - to inform the public of possible fire hazards.

I strongly believe that Fire Prevention must remain an important part of the Moorhead Fire & Rescue Department.

12.



CITY OF
MOORHEAD
FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
 (218) 299-5434 FAX (218) 299-5072

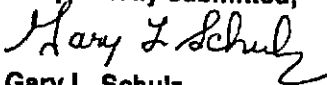
FIRE PREVENTION REPORT

JANUARY 1, 1995, THROUGH DECEMBER 31, 1995:

	TOTAL
Fire Prevention Man Hours on Field Inspections:	1417
Fire Prevention Bureau Inspections	1852
Written Violations	4577
Verbal Violations	144
Corrections	2864
Housing Inspections	1612
Units Inspected	2637
Commercial Inspections	240
New Inspections	931
Reinspections	922
Complaint Inspections	180

TIME SPENT IN THE FOLLOWING AREAS (HOURS):

	TOTAL
Meetings and Conferences	963
Schools Attended	166
Fire Investigations	56
Fire Safety Classes Given	35
Fire Department Duties	1025
Court Related Appearances	7
Plan Checks	8
TOTAL HOURS	2260

Respectfully submitted,

 Gary L. Schulz
 Fire Marshal

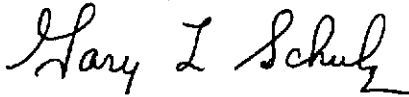


PUBLIC FIRE EDUCATION CLASSES

Public fire education classes were again an important part of the 1995 Fire Prevention Program. The classes included Home Fire Safety, Fire Extinguisher Training, Smoke Detectors, Motel Fire Safety and the Friendly Monster Program.

The following statistics represent the entire public fire education classes given by the Moorhead Fire & Rescue Prevention Division in 1995.

Respectfully submitted,



Gary L. Schulz
Fire Chief

**PUBLIC FIRE EDUCATION CLASSES
FOR 1995**

<u>TYPE OF CLASS GIVEN</u>	<u>LOCATION</u>	<u>TOTAL NUMBER OF INDIVIDUALS</u>
Babysitting Clinic	Robert Asp	30
Crime-Free Multi-Housing	Police Department	25
	Police Department	20
	Police Department	10
	Police Department	18
	Police Department	18
Facility Fire Safety:	MSU Student Union	20
Fire Education Class:	St. Joseph's School	40
Fire Extinguisher Class:	Clay County Detox	30
	Concordia Library Staff	20
	Moorhead Bus Drivers	40
	MSU Elementary Ed. Students	45
	MSU Elementary Ed. Students	25
	MSU Elementary Ed. Students	25
	MSU RA's	60
	Productive Alternatives	7
Trinity Day Care Teachers	10	
Fire Procedures:	Eventide Catered Living	25
	Eventide Catered Living	35
	Fairmont East	40
Fire Safety Class:	Clay County Detox	10
	Dakota Boys Ranch	20
	Great Beginnings	12
	Moorhead Cub Scouts	50
	Mhd. High Soph. Health Class	30
	Mhd. High Soph. Health Class	30
	Mhd. High Soph. Health Class	30
	MSU Elementary Ed. Students	56
	MSU Hendrix Health	12
	Park Terrace	30
	Washington School	30
	Washington School	100

<u>TYPE OF CLASS GIVEN</u>	<u>LOCATION</u>	<u>TOTAL NUMBER OF INDIVIDUALS</u>
Fire Safety/Fire Extinguisher Class:	Moorhead Manor	15
Fire Safety In Rental:	Townhouse (FM Apartment Assoc.)	30
General Fire Safety:	Clay County Safety	20
General Fire Safety In Apartments:	1108 20th Street South	35
Health Fair:	Our Savior's Church	50
Home Safety/Smoke Detectors:	Clay County Nurses	25
	Regal Estates Volunteers	5
Infant/Child Fire Safety for Young Mothers:	Trinity Lutheran	10
Smoke Detectors:	Lions	15
		TOTAL: 1,158

RENTAL REGISTRATION/INSPECTION PROGRAM

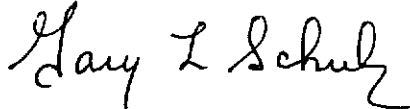
The Rental Registration/Inspection Program, which was initiated in July of 1986, has moved forward to address the problems listed as critical neighborhood issues by the citizen task force groups. I feel the program has met or improved many of the issues which are listed below:

- Deterioration of housing
- Parking problems
- Absentee landlords
- Overcrowding of rental property

There were 2,360 housing inspections made in 1995. There were 5,946 written housing violations in 1995. The corrections made of all the housing violations in 1995 totaled 4,161. These figures indicate that when housing violations are found the inspectors are making every effort to have them corrected.

I believe the following statistics reveal the effectiveness of the Rental Registration/Inspection Program. This program is doing the job it was designed for -- systematic inspections of rental property, addressing life safety and other housing violations, and obtaining corrections of the noted violations.

Respectfully submitted,



Gary L. Schulz
Fire Chief

CITY OF
MOORHEAD
 FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
 (218) 299-5434 FAX (218) 299-5072

**TOTAL
 RENTAL HOUSING REPORT
 RENTAL HOUSING INSPECTORS**

JANUARY 1, 1995, THROUGH DECEMBER 31, 1995:

Fire Prevention Bureau Man Hours on Field Inspections.....	1,498
Rental Housing Inspections.....	1,895
Written Violations.....	5,492
Verbal Violations.....	40
Corrections.....	3,771
Units Inspected.....	3,516
New Inspections.....	823
Reinspections.....	1,048
Complaint Inspections.....	207

Time Spent in the Following Areas (Hours) By Inspectors:

Meetings and Conferences.....	25
Schools Attended.....	0
Court Related Appearances.....	21
TOTAL HOURS.....	46

Respectfully submitted,

Gary L. Schulz

Gary L. Schulz
 Fire Chief

gs\\report11.wpd



CITY OF
MOORHEAD
FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
 (218) 299-5434 FAX (218) 299-5072

**RENTAL HOUSING REPORT
 SHIFT INSPECTIONS**

JANUARY 1, 1995 THROUGH DECEMBER 31, 1995:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>TOTAL</u>
Fire Prevention Man Hours on Field Inspections:	122	46	86	254
Fire Prevention Bureau Inspections	138	125	166	429
Written Violations	122	74	258	454
Verbal Violations	8	0	0	8
Corrections	169	55	166	390
Housing Inspections	138	125	166	429
Units Inspected	410	310	429	1149
New Inspections	57	57	59	173
Reinspections	81	67	107	255
Complaints	0	0	0	0

Respectfully submitted,

Gary L. Schulz

Gary L. Schulz
 Fire Marshal
 gs\report8.wpd

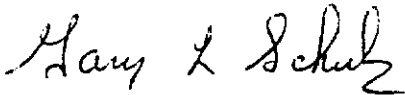


**1995
HOUSING INSPECTION REPORT
FEES COLLECTED**

JANUARY 1, 1995, THROUGH DECEMBER 31, 1995:

Reinspection Fees.....	\$ 970.00
Late Registration Fees.....	\$ 100.00
Copying Fees.....	\$ 10.00
TOTAL FEES COLLECTED.....	\$1,080.00

Respectfully submitted,



Gary L. Schulz
Fire Chief

gs\report12.wpd

**1995 QUARTERLY
FEES COLLECTED FOR REINSPECTIONS
AND LATE RENTAL REGISTRATION**

REINSPECTION FEES :	LATE RENTAL REGISTRATION FEES:
January Total.....\$ 0.00	January Total.....\$ 0.00
February Total.....\$ 0.00	February Total.....\$ 0.00
March.....\$ 25.00	March.....\$ 0.00
1ST QUARTER TOTAL: \$ 25.00	1ST QUARTER TOTAL: \$ 0.00
April Total.....\$ 95.00	April Total.....\$ 0.00
May Total.....\$ 0.00	May Total.....\$ 0.00
June Total.....\$ 50.00	June Total.....\$ 40.00
2ND QUARTER TOTAL: \$145.00	2ND QUARTER TOTAL: \$ 40.00
July Total.....\$ 0.00	July Total.....\$ 0.00
August Total.....\$ 125.00	August Total.....\$ 0.00
September Total.....\$ 225.00	September Total.....\$ 10.00
3RD QUARTER TOTAL: \$ 350.00	3RD QUARTER TOTAL: \$ 10.00
October Total.....\$ 50.00	October Total.....\$ 10.00
November Total.....\$ 200.00	November Total.....\$ 40.00
December Total.....\$ 200.00	December Total.....\$ 0.00
4TH QUARTER TOTAL: \$ 450.00	4TH QUARTER TOTAL: \$ 50.00
TOTAL FOR YEAR: \$ 970.00	TOTAL FOR YEAR: \$100.00
1ST QUARTER TOTAL REINSPECTION & LATE REGISTRATION FEES: \$ 25.00	
2ND QUARTER TOTAL REINSPECTION & LATE REGISTRATION FEES: \$ 185.00	
3RD QUARTER TOTAL REINSPECTION & LATE REGISTRATION FEES: \$ 360.00	
4TH QUARTER TOTAL REINSPECTION & LATE REGISTRATION FEES: \$ 500.00	
1995 COPYING FEES: \$ 10.00	
1995 TOTAL: \$1,080.00	

CITY OF
MOORHEAD
FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
(218) 299-5434 FAX (218) 299-5072

MEMORANDUM

TO: Gary L. Schulz, Fire Chief
FROM: Marty Soeth, Deputy Chief *MS*
RE: 1995 Suppression Annual Report

I have compiled a report reflecting the duties performed by the Suppression Division. In addition to responding to alarms, Suppression includes training and other services performed by Fire & Rescue personnel.

Continued training is essential to the Moorhead Fire & Rescue Department. In 1995, there was a total of 1,786 emergency runs; of this number, 1,199 were emergency medical responses.

In 1995, two new fire engines manufactured by General Fire Safety Equipment were delivered to the Moorhead Fire & Rescue Department. These fire engines are capable of pumping 1250 gallons per minute and have foam capabilities.

The Moorhead Fire & Rescue Department has been receiving and handling more and more calls concerning carbon monoxide. The Department responds and uses detectors to make sure the structure is safe for citizens to inhabit or to contact the appropriate repair service.

The maintenance of equipment and facilities is extremely important to our department as reflected in our activity report. The Suppression Division's breakdown of activity hours for 1995 is found on the following page.

24.



**MOORHEAD FIRE & RESCUE SUPPRESSION DIVISION
ACTIVITY HOURS FOR 1995**

<u>ACTIVITY</u>	<u>HOURS</u>
Training.....	3,493
Facility Maintenance.....	4,130
Equipment Maintenance.....	4,021
Inspections.....	978
Public Education.....	315
Administration.....	2,955
Physical Training.....	2,369
Fire Runs.....	1,628
Medical Runs.....	1,183

CITY OF
MOORHEAD
FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
(218) 299-5434 FAX (218) 299-5072

**CITY OF MOORHEAD
BUILDING CODES DIVISION
ANNUAL REPORT - 1995**

TO: Fire Chief Gary Schulz:

Included herein is the Division's Annual Report which contains comparisons of permit activity in 1995 to previous years and comments about the past year.

TABLE: 1986 - 1995 COMPARISONS OF
CONSTRUCTION ACTIVITY BY
MAJOR CATEGORY -----page 28

TABLE: 1986 - 1995 PERMIT, VALUATION
AND REVENUE COMPARISONS-----page 29

COMMENTS:-----page 30

Sincerely,



Richard Davidson
Building/Zoning Official

RD:gn



COMPARISONS OF MAJOR CATEGORY BUILDING ACTIVITY

YEAR	SINGLE FAMILY DWELLINGS	MULTIPLE DWELLINGS	(NEW & REMODEL) COMMERCIAL	MISC. BLDGS & RES. REMODEL	TOTAL PERMITS & VALUATION
1986	87 permits	8 perm(38 units)	125 permits	225 permits	496 permits
VAL.	\$5,604,000	\$982,000	\$7,656,586	\$986,385	\$15,228,971
1987	110 permits	12 perm (101 units)	129 permits	249 permits	529 permits
VAL.	\$7,596,250	\$3,358,000	\$8,650,955	\$1,344,325	\$20,978,920
1988	103 permits	10 perm(38 units)	130 permits	322 permits	565 permits
VAL.	\$7,490,250	\$1,093,000	\$9,178,570	\$1,248,161	\$19,009,981
1989	86 permits	8 perm(66 units)	120 permits	220 permits	468 permits
VAL.	\$7,093,500	\$1,984,000	\$14,696,285	\$860,635	\$24,634,420
1990	65 permits	9 perm(64 units)	130 permits	205 permits	447 permits
VAL.	\$5,372,000	\$1,204,000	\$13,131,260	\$1,222,756	\$21,012,716
1991	56 permits	11 perm(128 units)	134 permits	256 permits	513 permits
VAL.	\$4,804,900	\$3,414,000	\$13,442,021	\$1,424,338	\$23,085,259
1992	135 permits	5 perm(76 units)	110 permits	318 permits	615 permits
VAL.	\$11,731,334	\$2,680,000	\$3,722,820	\$1,836,062	\$19,970,216
1993	141 permits	17perm(155 units)	138 permits	373 permits	729 permits
VAL.	\$13,660,500	\$3,623,000	\$24,248,351	\$2,022,671	\$43,554,522
1994	72 permits	13 perm(51 units)	133 permits	420 permits	686 permits
VAL.	\$7,678,000	\$2,104,500	\$13,959,123	2,909,893	\$26,651,516
1995	128 permits	3 perm (6 units)	121 permits	319 permits	649 permits
VAL.	\$12,092,300	\$390,000	\$8,131,729	\$7,407,705	\$23,831,684

1986 THROUGH 1995 COMPARISONS OF VALUATIONS, PERMITS & REVENUE TABLE

YEAR	BUILDING PERMIT VALUATION	BLDG. PERMITS ISSUED	BUILDING PERMIT REVENUE	PLUMB PERM. ISSUED	PLUMB PERMIT REVENUE	HTG PERM. ISSUED	HEATING PERMIT REVENUE	PLB & HTG LICENSE FEES	OTHER FEES	TOTAL STATE SURCHG.	TOTAL NO. OF PERMITS	TOTAL REVENUE
1986	15,669,971	546	64,933.50	240	14,860.00	395	7,614.50	4,630	8,225.00	8,001.00	1,181	108,264.00
1987	21,318,920	564	79,310.00	220	17,483.00	396	9,185.50	4,390	15,634.37	10,965.00	1,180	136,967.87
1988	19,009,981	565	73,987.50	184	15,823.50	513	10,746.10	4,880	6,175.00	9,775.88	1,262	121,387.98
1989	24,634,420	468	84,571.00	191	15,885.50	514	11,395.00	4,390	2,420.00	11,932.00	1,173	130,593.50
1990	21,012,716	447	77,077.00	432	19,389.00	368	9,240.00	5,030	3,575.00	10,761.60	1,247	125,072.60
1991	23,085,259	513	74,398.50	426	21,132.00	387	12,022.00	4,540	2,525.00	11,279.00	1,326	125,896.50
1992	19,970,216	615	79,644.50	324	21,363.50	390	12,722.00	2,810	6,860.00	11,056.50	1,329	134,456.50
1993	43,554,522	729	148,686.50	288	23,330.00	512	17,731.00	4,830	3,540.00	21,283.52	1,529	219,401.02
1994	26,651,516	686	101,530.00	971	30,150.00	468	15,558.00	3,790	1,590.00	14,515.20	2,125	167,133.20
1995	23,831,684	649	93,139.50	776	28,374.00	591	18,064.00	2,190	1,640.00	13,518.00	2,016	156,925.50

THE DEPARTMENT

The Moorhead Codes Office, which is located in the Main Fire Station Annex, is staffed by a Building Official, a Plumbing/Heating/Building Inspector, a half-time Building Inspector and a Senior Office Associate.

The principal responsibilities of the Codes Office are the enforcement of various laws and ordinances enacted by the City and the State. These include:

- State Building Code - 1994 UBC
- State Mechanical Code - 1991 UMC
- State Plumbing Code
- State Handicapped Accessibility Code
- State Energy Code
- State Floodproofing Code
- State Architectural Laws
- City Zoning Ordinance and other related City Ordinances
- Contractor Licensing - Local and State

Enforcement of these codes generally consists of review of proposed work to establish compliance with laws and ordinances, issuance of permits to do the work, and inspection of the work to insure compliance.

In addition, we have the responsibility to supervise the collection of a wide variety of fees such as sewer hookup and gas hookup fees, and to administer compliance with agreements entered into between the city and developers and homeowners such as easements, bike paths, sewer hookup lists, and covenants.

Enforcement of the Zoning Ordinance occupies a significant amount of staff time with Board of Adjustment activities, complaint follow-ups, ordinance reviews, and public meetings heading the list of duties.

Staff members are also involved in a wide variety of other projects that include the preparation of a myriad of reports, public education, handling complaints and inquiries, attending various meetings, reviewing and recommending changes in city ordinances, staff education, and providing information for other city departments and the public. Providing information to the public involves not only answering questions and providing handouts in the Codes Office but attending public meetings, Chamber of Commerce meetings, and classes at local colleges.

THE YEAR 1995

The 649 building permits issued in 1995 was down slightly from the 686 in 1994 but still above the five year average of 608. The 2,016 total permits issued was second only to the record set last year of 2,125.

New home construction rose to 128 units from the 72 constructed in 1994. The fall totals reflect the start of the 3-2-1 Incentive Program which spurred housing starts.

Commercial construction which totaled \$8.2 million was down from the \$13.2 million recorded in 1994. Residential remodeling remained strong with 319 permits being issued for \$3.2 million.

INCOME AND EXPENSES

Total revenues were \$157,000 with building permit fees (\$93,140) accounting for 59% of all revenue collected. Total expenses for the year were \$171,874.

PERSONNEL STATUS

Don Sakry started his sixth year as Building/Plumbing/Heating Inspector. Don also assist with plan review, permit issuance, and answering code questions. Don attended the International Association of Plumbing and Mechanical Officials Association Annual Conference in Sacramento, CA in September.

Gail Nelson completed eight years of service to the City of Moorhead in 1995 as a Senior Office Associate. In addition to clerical duties, Gail prepares more than 40 technical reports each year, supervises contractor licensing, issues nearly 1,500 permits, and directs inspection calls. In addition, Gail is receiving on the job training to allow her to issue more building permits and answer more technical questions. She also prepares much of the material for the Board of Adjustments.

Kurt Wenzel started his third year in the Codes office. Kurt has quickly picked up our system and has been a valuable addition to our staff. Kurt also makes all of the Housing Rehab inspections.

Rick Davidson also completed eight years of service in 1995 as Building Official and Zoning Administrator. Rick attended the ICBO Annual Conference in Las Vegas in September and is active in the Northwest Minnesota Chapter of Building Officials serving on the legislative committee and as historian. Rick is also on the Planning Committee for the 1996 ICBO Annual Conference in Saint Paul.

SUMMARY

1995 was one of the busiest construction years in the history of the City of Moorhead which continued to stretch the resources of the department. The staff

continued their goal to provide fast and efficient service. This goal has been realized as complaints continue at extremely low levels. This is important to note since our office has more than 10,000 public comments in an average year.

Revenue and permit numbers were near records which speaks well of the local economy. Housing starts were strong in 1995 due to favorable interest rates and the 3-2-1 Program. The trend is expected to continue in 1996.

Overall, 1995 was a strong construction year and 1996 should continue that success.

CITY OF
MOORHEAD
FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
(218) 299-5434 FAX (218) 299-5072

MEMORANDUM

TO: Gary L. Schulz, Fire Chief

FROM: Don Lawrence, Director of Environmental Health *DS*

RE: Environmental Health Annual Report for 1995

The Environmental Health Division inspects all food/beverage/lodging, trailer courts, swimming pools, and vending machines. This Division also takes care of nuisance complaints and does plan review concerning new construction and remodeling of food/beverage/lodging establishments. The Environmental Health Division has a delegation agreement with both the Minnesota Department of Health and Department of Agriculture regarding environmental affairs.

Seasonal events, such as bake sales and limited food activities, are still very popular. The food service activities can involve the existing food service establishments as well as mobile or special event units.

Classes are given upon request. Materials cover areas such as food sanitation, food manager training, and rules and regulations concerning the operation of swimming pools. The Moorhead's Mandatory Food Service Training Program, which was initiated in the mid 1970's, has become extremely popular. Presently, the State of Minnesota is incorporating the Mandatory Food Service Training Program in the new upcoming ordinance.

The Citizen Action Requests, which are basically nuisance complaints we receive, have increased. The nuisance complaints consist of junk vehicles, communicable diseases, junk/debris, indoor/outdoor air problems, disposal of pesticides, etc. Out of 148 nuisance complaints received, 22 were referred to the City Attorney. Of those 22, 16 were complied with, 3 were dismissed, and due to inclement weather, 12 are being held over for spring for reinspection. All other complaints have been complied with. Nuisance complaints concerning trailer courts and rental housing have been a priority and will continue to be so in the future.



The issue of code enforcement in the City of Moorhead concerning the area of trailer courts and nuisances has been researched as to the most effective way the city can try and solve the problems. Last year many meetings were conducted by both City staff and trailer court owners regarding the problems and how the problems can be corrected.

In 1995, I sent a memo to other City staff in regards to code enforcement /court systems in problem areas. There were six items in that memo where I stated my concerns and possible options for future planning. These items (listed below) have been addressed in 1995 and will possibly continue to be addressed in 1996:

1. Licensing of Trailer Courts:

Questions were raised on how much power the City has regarding the licensing of trailer courts. If there was a violation, whether concerning rental housing, junk vehicles, party ordinances, nuisances, garbage, etc., questions were raised as to if these violations could be charged against the trailer court owners. These items and others were referred to the attorney for an opinion. The overall consensus was that the City does have power over trailer courts in other areas than just the licensing and many suggestions of the attorney's report will most likely be followed in the future.

2. Abatement:

Presently we are using the court system to resolve problems concerning junk, debris, rubbish, junk vehicles, etc. We abate garbage, rubbish, and debris and assess that against the property owner, however it has been taking an exceptional amount of time to use the court system to remove items that may be of some value or junk vehicles. It has been suggested to possibly utilize the City's impound lot and abatement procedures in areas that could be properly abated, rather than to utilize the court systems.

3. Blight Ordinances:

We have researched the League of Municipalities for ordinances regarding blight areas, zoning, etc. This information has been referred to the office of the City Attorney for review to see if some of our ordinances should be updated.

4. Contacting Other Health Departments For Input:

A survey was done throughout Minnesota regarding problems in trailer courts. The result of the survey was that overall other trailer courts in Minnesota are having similar problems like we are; some not as great as others.

5. Revoking Rental Housing Certifications:

In the existing Rental Housing Ordinance, there is a section that gives staff members the power to revoke Rental Housing Certifications if landlords are not complying with local rules and regulations, whether it be health, rental housing, sanitation, police department, etc. If this can be used, it may eliminate having to use the court systems for the enforcement of the nuisance ordinances. The person in charge of the rental property would be liable for making the corrections.

6. "Low Volume Court systems" - "Environmental Court Systems"

Larger metropolitan areas have what could be termed as either a "low volume" or "environmental court system". This is where there is a separate system developed for environmental complaints. This could range from food service, swimming pool, zoning, building, housing, etc. Moorhead is not large enough to warrant such a system, however a certain time frame could be allocated for complaints of this nature. This was discussed with the prosecuting attorney and the court administrator and there can be some readjustments in time frames to accommodate this type of complaint.

Also, a ticket system has been proposed for code enforcement. I have been working with the court systems and the prosecuting attorney as to what type of form can be used. This should eliminate much paper work for City staff and the prosecuting City Attorney's office.

Hopefully much of the above proposed can be applied in 1996, thus making things more affective and efficient.

CITY OF
MOORHEAD
FIRE AND RESCUE

111 12th STREET NORTH, MOORHEAD, MINNESOTA 56560
 (218) 299-5434 FAX (218) 299-5072

**ENVIRONMENTAL HEALTH REPORT
 DIRECTOR**

JAN. 1, 1995, THROUGH DEC. 31, 1995:

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL
Env. Health Man Hours on Field Inspections	137	135	205	126	603
Environmental Health Inspections	240	201	311	122	* 1262
Written Violations	122	53	110	285	570
Verbal Violations					
Corrections	96	20	140	94	350
Boarding/Lodging Inspections	9	8	6	9	32
Hotel/Motel					
Place of Refreshment/Bar	8	5	5	10	28
Restaurant	46	24	32	35	137
Mobile Home Park	0	4	2	5	11
Swimming Pools	15	24	18	7	64
Env. Health Complaint/Nuisance Inspections	50	136	238	56	* 868
Mosquitoes (Collect/Count)					
Vending	106				106
Other	6		10		16

TIME SPENT IN OTHER AREAS (HOURS)

Meetings and Conferences	20	11	13	21	65
Schools Attended	35	28			63
Classes Given				5	5
Court Related Appearances				5	5
Plan Checks	2	5	7	12	26
TOTAL HOURS	57	44	20	43	164

Respectfully submitted,

Don Lawrence
 Don Lawrence
 Director of Environmental Health

*388 are individual trailer inspections included in this total number.
 D:\m\gs030596.wpd



1995 BREAKDOWN OF NUISANCE COMPLAINTS RECEIVED

Vehicles (Non-operating/non-licensed).....	49
Junk/Debris.....	51
Garbage.....	17
Building Materials.....	10
Dog Litter.....	5
Fences.....	4
Burned out Shed.....	1
Improper Disposal of Oil.....	1
Vacant House Not Maintained.....	1
Raw Sewage.....	1
Pigeons.....	1
Dumpsters.....	1
Food Handling at Restaurants.....	4
Street Conditions at Mobile Home Park.....	1
Painting Cars in Residential.....	1
TOTAL:	148

Dear Brave Firefighters of
Company C,

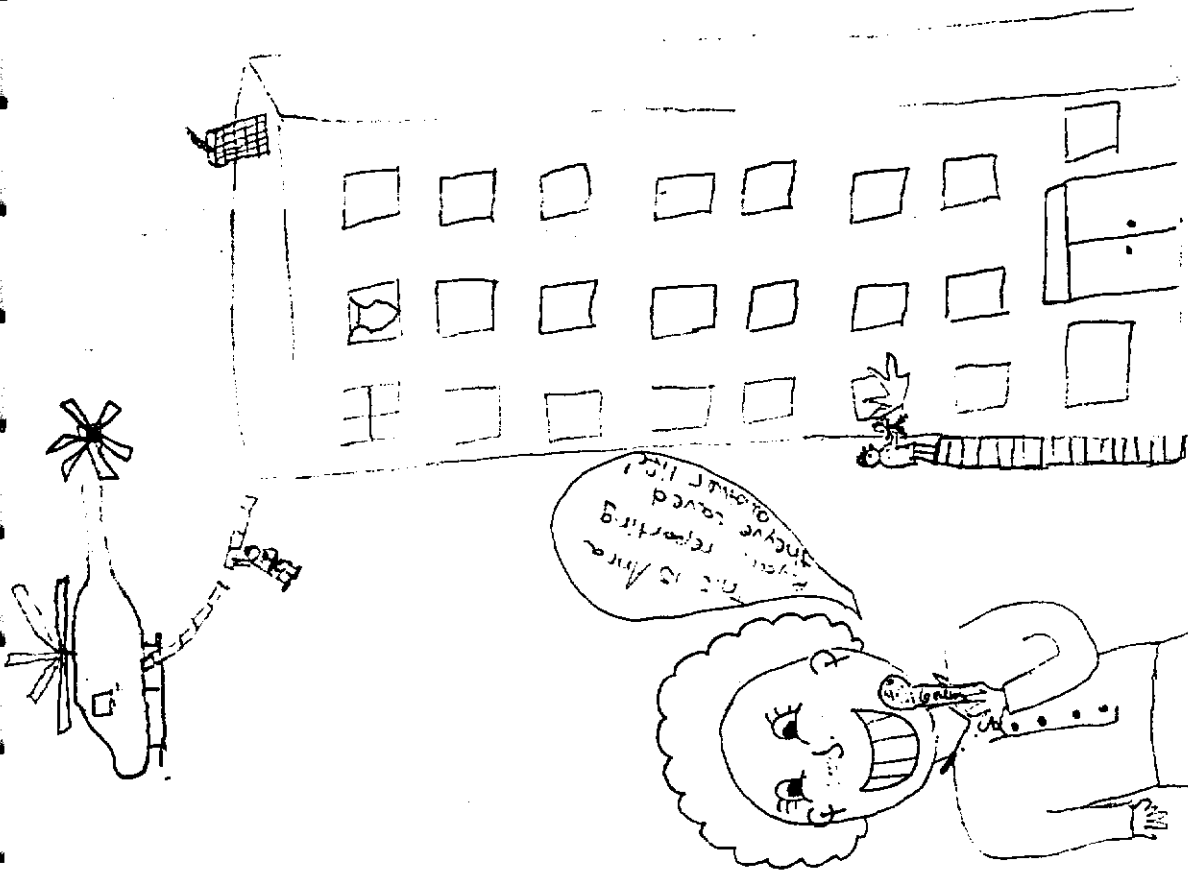
Thankyou for being
there you have saved many

lives. In the eyes of mine
you are heroes! Every time
you're gone to fight a fire
even if lives are taken you are
still even more of a hero.

Just having the courage
to go and risk your lives
you are a hero to me! Never
doubt yourself!

A great
admirer,

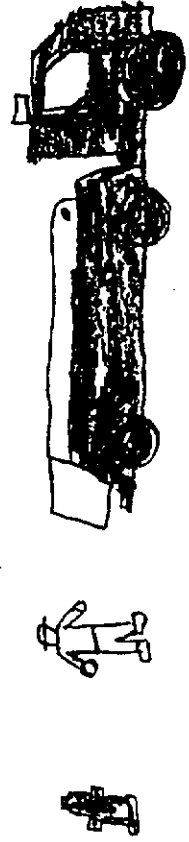
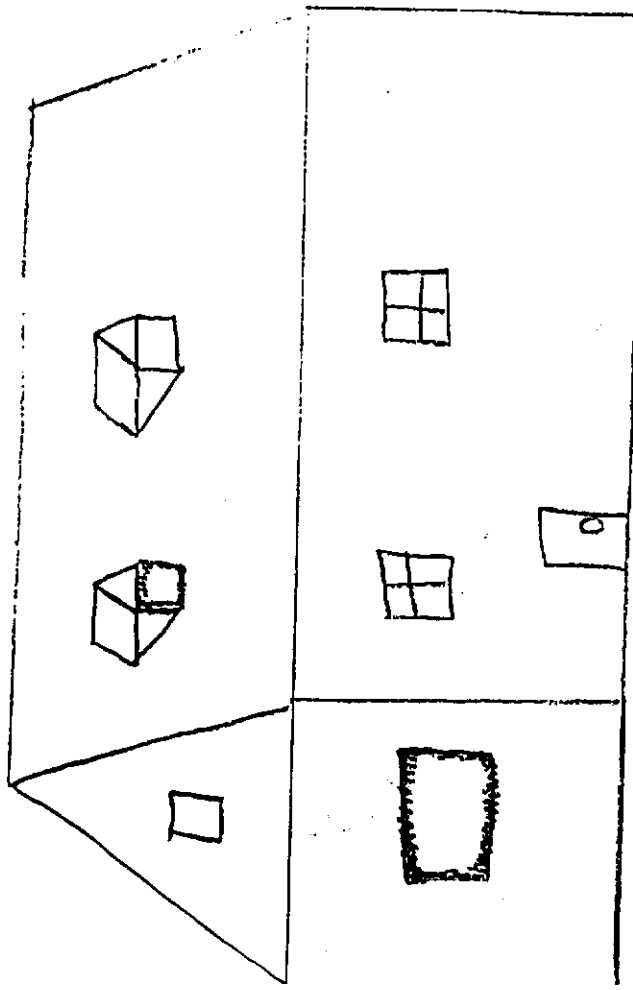
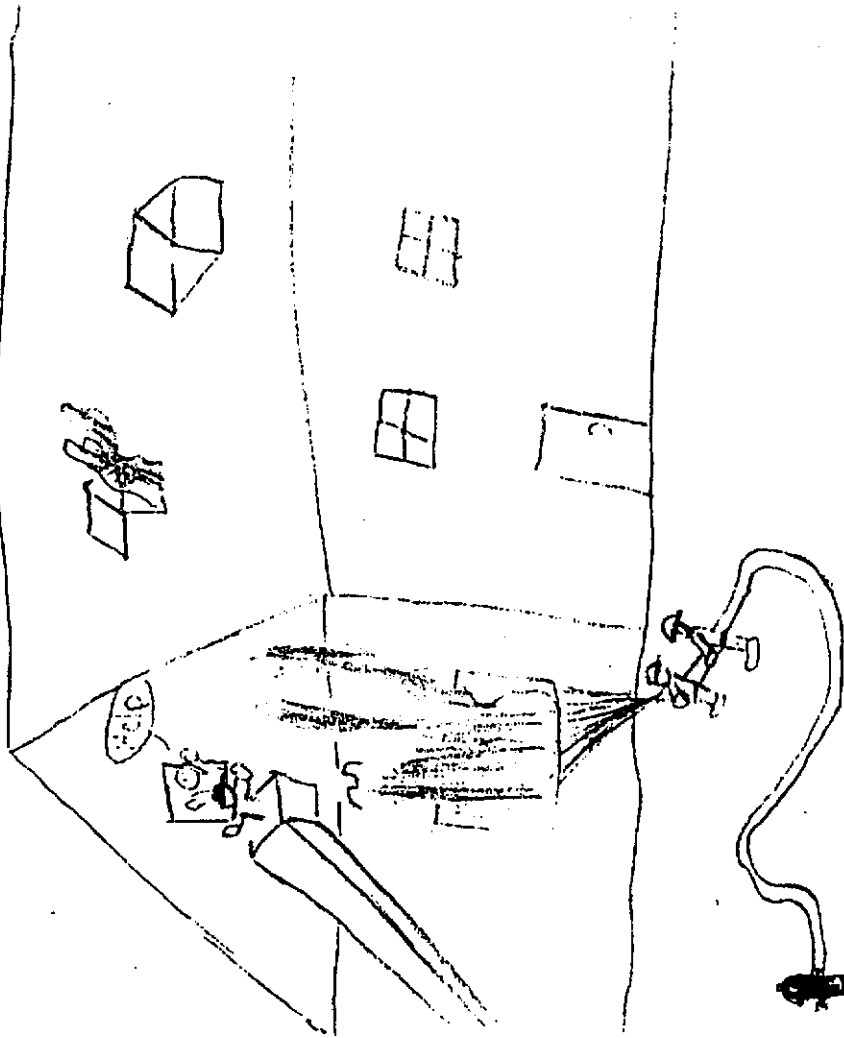
6th grad Robert
ASP School,
Natick D. Mass



and making people feel a little more safer...

To The Brave
Fire Fighters
at Company-C

You are always
there. to save
the day, so thanks!





Fighting 40 Neuromuscular Diseases

3209 Fiechtner Drive, Fargo, ND 58103
Telephone (701) 235-1988

... a non-United Way independent voluntary health agency operating without either government funding or fees from those it serves.

October 23, 1995

Gary Schulz
Moorhead Fire & Rescue
111 12th St. N.
Moorhead, MN 56560

Dear Fire Chief Schultz:

I want to take this opportunity to thank you and your department for doing another bang up job with the openhouse.

Although, the weather didn't really cooperate, we had a good turnout. I am very grateful to your department for the hard work they put into the openhouse and for all the hard work and dedication that they put into their jobs.

Thanks again and we'll see you next year.

Sincerely,

Sandy Schlag
District Director

ss/thl

cc: Eric Iverson
File

Muscular Dystrophy Association

JERRY LEWIS, National Chairman



COMSTOCK
MEMORIAL
UNION

Moorhead State University
Moorhead, MN 56563
218-236-2261 (FAX) 218-299-5888

An equal opportunity employer

September 14, 1995

Dear Gary,

Thank you very much for your fire safety presentation at our student manager's fall training on Monday, August 21st. Your presentation has provided our student staff with the knowledge they need to maintain a safe working environment. Many student managers commented on the helpfulness of your presentation.

Once again thank you for your time and sorry for this coming so late. I greatly appreciate your cooperation and willingness to help our organization.

Sincerely,

Layne Anderson
CMU Graduate Intern

COMMUNITY ISSUES DIVERSITY PROGRAM
Suite 600
715 11th Street North
Moorhead, MN 56560
(218)299-7270 or (218)299-7278

August 7, 1995

TO: Gary Schulz and Staff

FR: Cynthia Sillers *Cynthia Sillers*

On behalf of the Planning Committee for the June 22nd Romkey Park Carnival, I want to thank you for your efforts in making the event a success.

The committee members were very pleased with the level of response to the Carnival and plan to have one again next summer. Thank you again for your support.

*Thanks for the time your staff
spent at Camp Cormorant too.
Dary!*

Enclosure



MOORHEAD CENTER MALL — 400 CENTER AVE. — P.O. BOX 659 — MOORHEAD, MN 56561-0659

Marty,

Thank you so much for the opportunity to have the Fire station here on Sunday for the kids to see Firemen and ask questions. A special Thanks to Chad and Rich for being so great with the kids.

Hopefully we can work together in the future.

Thank you, Wana
Frazier

Mary -

Thank you very much for
taking the time you spent with
the FM Apt. Assoc. on fire
safety at the February meeting.
Everyone enjoyed listening to
what you had to say.

Thanks again!

FM Apartment Association

Toni

Greg Doeden (1557 F.M.)

Mr. Schulz,

The cub scouts of Pack 644 would
like to thank you and your staff
for demonstrating your equipment
and answering questions at our
September 19th meeting. The
program was a big hit.

Thanks again,

Bob Johnson

Bob Johnson
Committee Chairman

SPECIAL RECOGNITION

In March, 1995, Moorhead resident, Tony Ochoa, received the Moorhead Fire & Rescue Life Saving Award for his efforts in saving two children from a mobile home fire on February 27, 1995. Mr. Ochoa was very courageous and the City of Moorhead wanted to show their appreciation to him for the assistance he gave in an emergency situation.

In July, 1995, Greg Doeden, Assistant Fire Marshal, was the Pride of Moorhead winner. Greg has worked for the City for nearly twelve years. He is responsible for fire inspections and fire code enforcement. Greg is also responsible for public fire education to school children, college students, homeowners, civic groups and local employers. Greg is very professional and does an outstanding job in his field. Congratulations Greg!