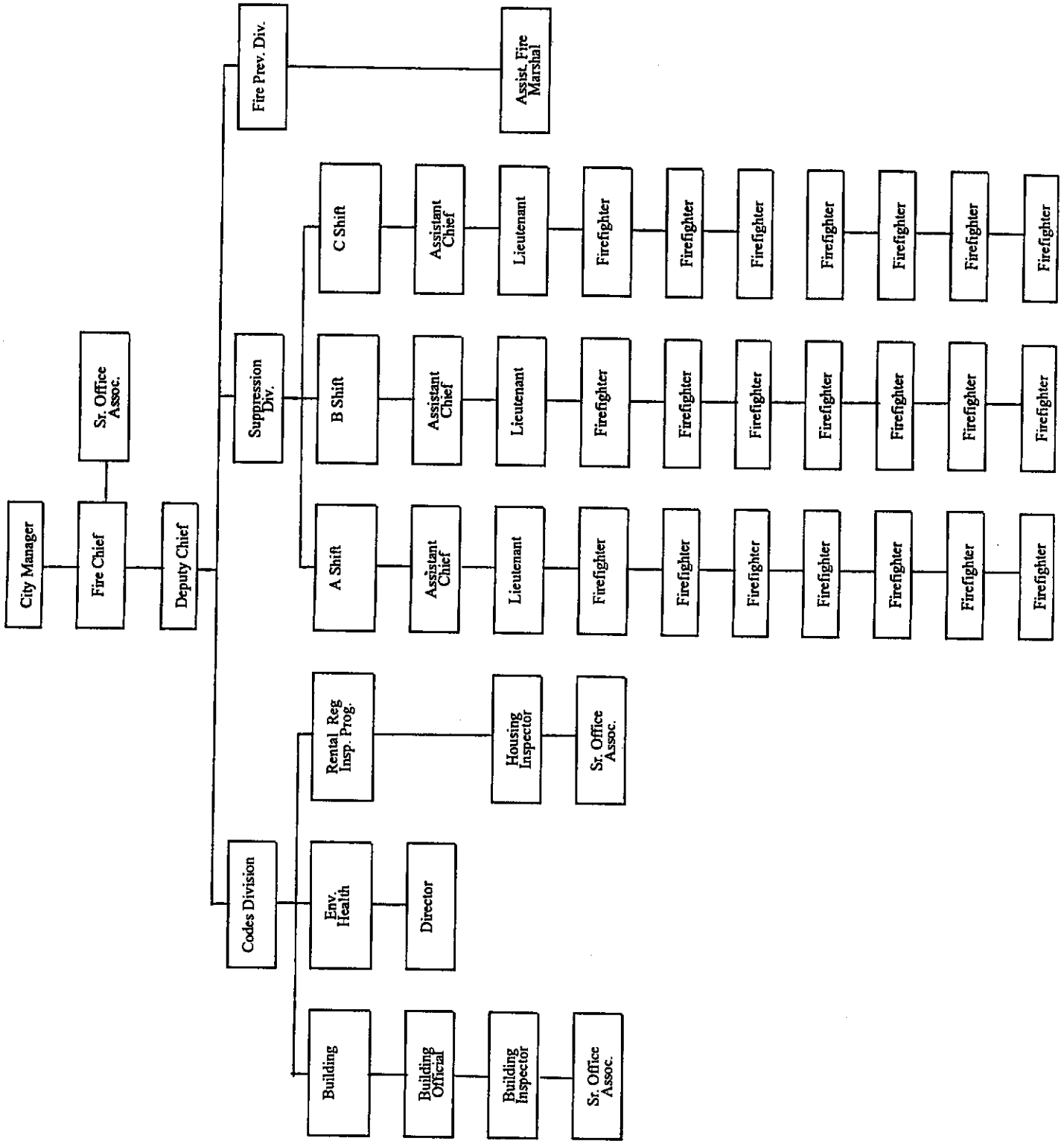


**MOORHEAD FIRE  
DIVISIONS  
1996  
ANNUAL REPORT**

1996 MOORHEAD FIRE & RESCUE DEPARTMENT ORGANIZATIONAL CHART



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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:** 1996 Moorhead Fire & Rescue Annual Report

There were 1,893 emergency runs in 1996, as compared to 1,786 in 1995, which is an increase of approximately 6%.

The total fire loss for 1996 was \$262,765.00, which is a decrease of approximately 54.7% compared with the total fire loss of \$581,856.00 in 1995. Contributing to this dollar loss figure were two structure fires with losses ranging from \$55,000.00 to \$90,000.00; these fires alone totaled \$145,000.00

The emergency medical responses for 1996 totaled 1,195, which is approximately 63.2% 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 was one fire-related death in our community in 1996.

Listed below are some of the changes/events that took place in our department in 1996:

JANUARY:

Gail Nelson, Office Specialist, was the January Pride of Moorhead winner.

MARCH:

Joe Gaughan, Fire Fighter, was the March Pride of Moorhead winner.

Fire claimed the life of a woman living at the Parkview Terrace Apartments.

1.



## APRIL:

Assistant Fire Chief Gene Wasfaret (Rip), was awarded the Fire Service Institute "Congressional Fire Service Award". This award was presented by Senator Rod Grams.

A Physical Fitness Program for the Firefighters was implemented. Physicals were given as a first step in this program.

## JUNE:

An early morning fire started at the Haaland family home located at 3726 29th Avenue South, Moorhead, MN, on June 12, 1996. Jennifer Hirschert and Xavier Lamblez noticed the fire and smoke as they were passing by the home and responded immediately by alerting the family of the dangerous situation and made sure they reached safety.

Firefighters completed their Hazardous Material Technician Level of training.

## JULY:

The Grand Opening for Moorhead's new airport took place in July. The Moorhead Fire & Rescue Department has responsibility for the Crash/Fire/Rescue at this location.

## AUGUST:

The Moorhead City Council recognized and commended Jennifer Hirschert and Xavier Lamblez for their quick response and heroic efforts in saving the lives of the Haaland family.

The Regional HazMat Truck supplied by the State of Minnesota arrived. The value of the truck and other equipment being supplied for the team is approximately \$470,000.00

The Incident Management "Traffic Control Unit" was delivered.

## SEPTEMBER:

Fire Fighters completed their "Specialist Level" training for handling hazardous materials.

The Regional Haz-Mat Team contract was signed by the City of Moorhead and the State of Minnesota.

## OCTOBER:

Don Gilbery, Rental Housing Inspector, retired after 10 years of service with the City. We will all miss Don's kindness and sense of humor.

OCTOBER (CONTINUED):

Jeff Parmer, Rental Housing Inspector, was activated to perform military service in Germany. Jeff will be on temporary leave from the City for approximately 10 months.

John Mrozla joined us as a Rental Housing Inspector. John was previously involved part time in the Sump Pump Program at the Wastewater Treatment Facility.

The Fourth Annual Moorhead Fire & Rescue Department Open House for MDA was held. This Open House gives citizens of all ages a chance to see the fire engines and equipment, fire fighting equipment demonstrations, and aerial rides are available to the public. Also, there is a poster contest for all second grade students in Moorhead. The posters must contain a fire safety related message. All posters are displayed in the Main Fire Station during the Open House. There was a nice turnout and everyone enjoyed themselves.

NOVEMBER:

Don Bratlien, Firefighter/Acting Officer was the Pride of Moorhead winner.

DECEMBER:

Firefighter Todd Erickson was named Assistant Fire Marshal.

Assistant Chief Gene Wasfaret (Rip), retired with 37 years of service.

Lieutenant Daryl Hendricksen was named Assistant Fire Chief.

Firefighter Joe Gaughan was named Lieutenant.

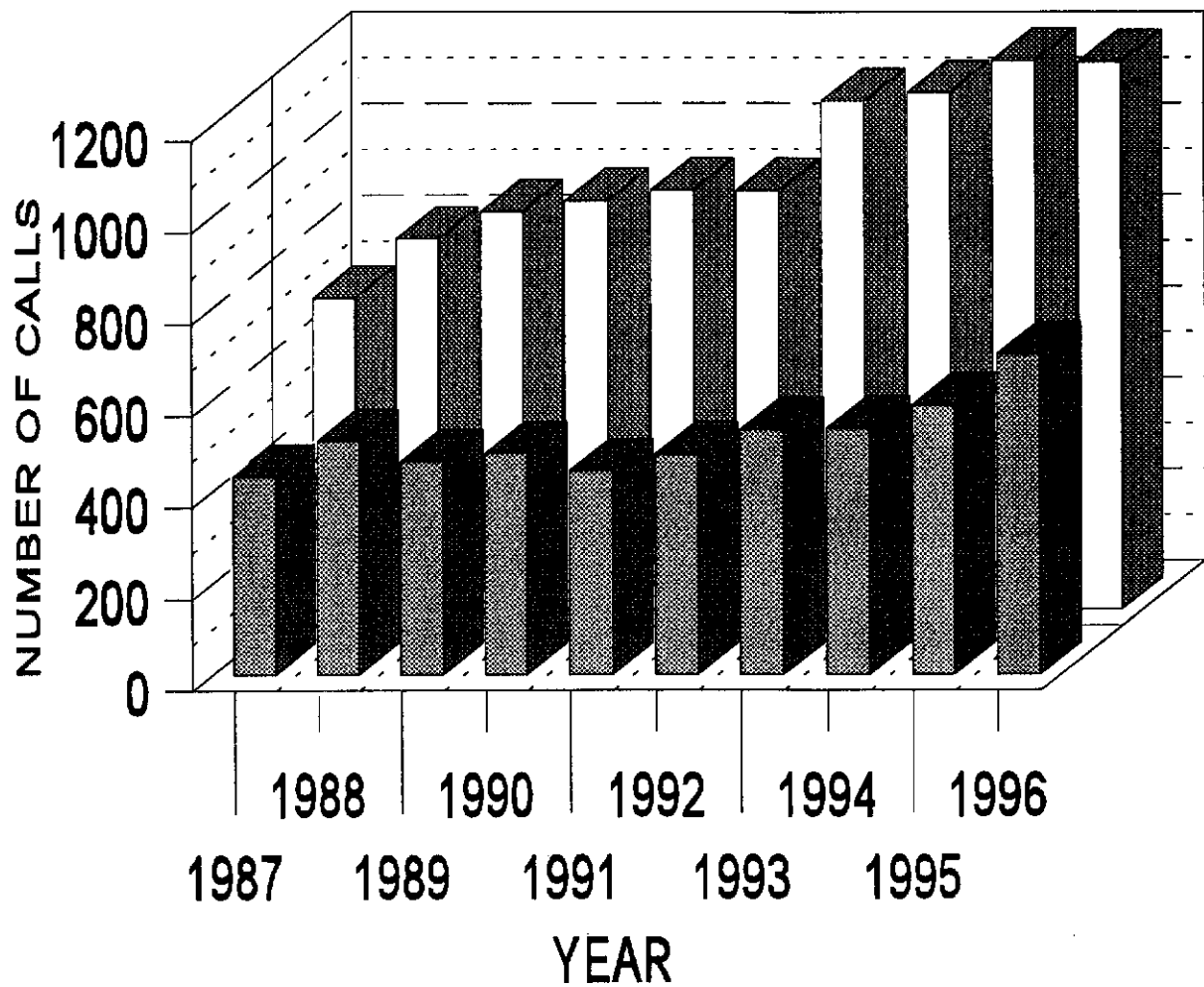
We had a very busy year in 1996, and I feel a very special thanks must go to the Fire Fighters and Officers of the Moorhead Fire & Rescue, and also to all the employees of the Fire Administration Office. Without their experience, dedication and support, the Moorhead Fire & Rescue Department and Codes 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.

## 1996 BREAKDOWN OF RESPONSES

RESPONSES	NUMBER OF RESPONSES	ESTIMATED DOLLAR LOSS
<b>BREAKDOWN OF FIRE RESPONSES</b>		
1. Amusement/Recreation Places	1	\$200.00
2. Dwellings/1-2 Family	22	\$171,455.00
3. Apartments/Tenements/Flats	7	\$10,750.00
4. Dormitories	4	\$5,130.00
5. Vehicle Storage	1	\$20,000.00
6. Vehicle Fires	35	\$53,800.00
7. Other Than Vehicle Or Structure Fires	40	\$1,430.00
<b>8. TOTAL FIRE RESPONSES AND DOLLAR LOSS (Lines 1 through 7):</b>	<b>110</b>	<b>\$262,765.00</b>
<b>OTHER RESPONSES:</b>		
9. Overpressure Rupture	2	
10. Rescue Calls	1,195	
11. Hazardous Conditions/Standby	56	
12. Service Calls	92	
13. Good Intent Calls	195	
14. False Calls	243	
15. Other Situation Found	0	
<b>16. TOTAL RESPONSES AND DOLLAR LOSS: (Lines 8 through 15)</b>	<b>1,893</b>	<b>\$262,765.00</b>

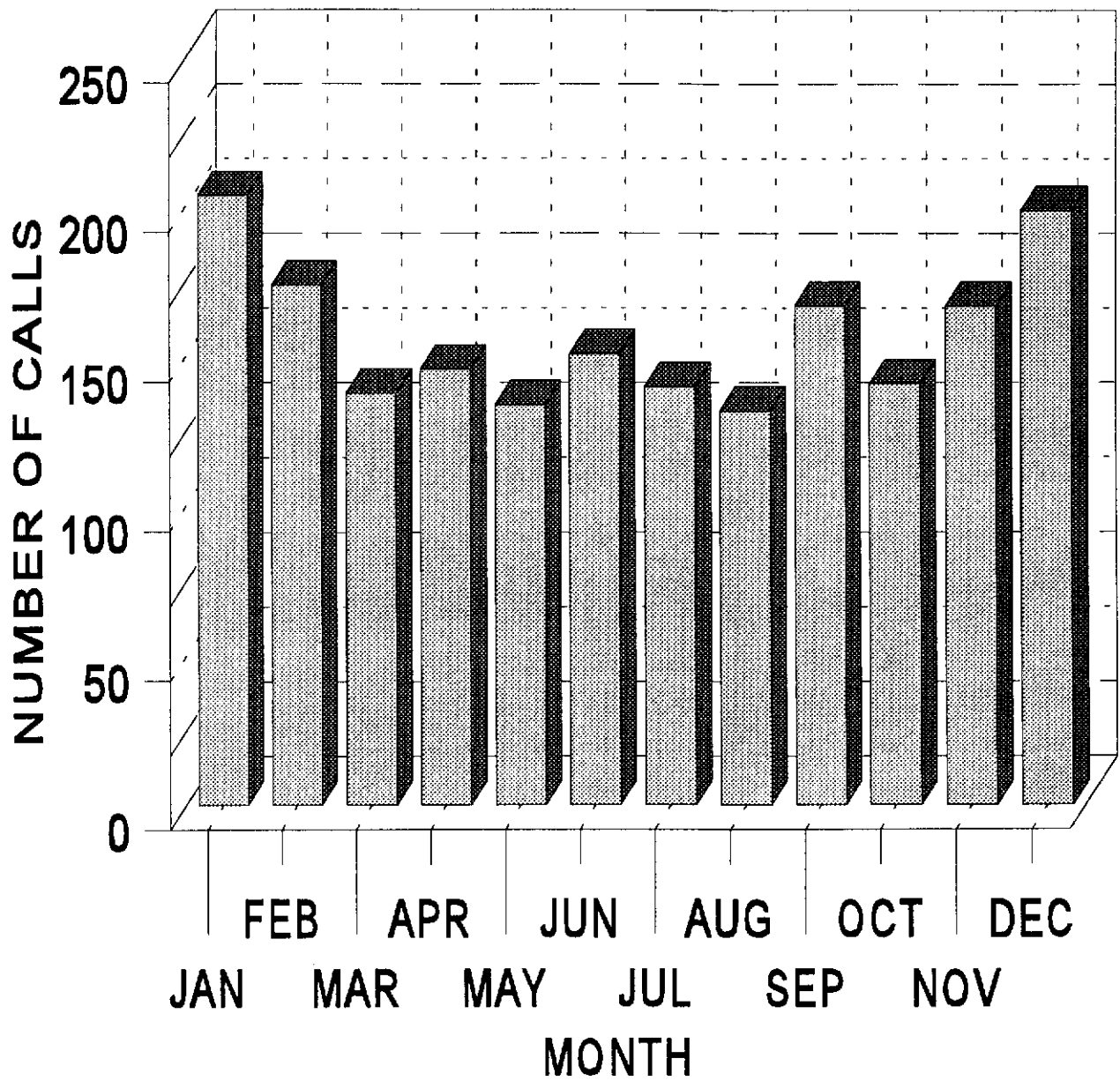
# ALARM CALLS 1987 - 1996



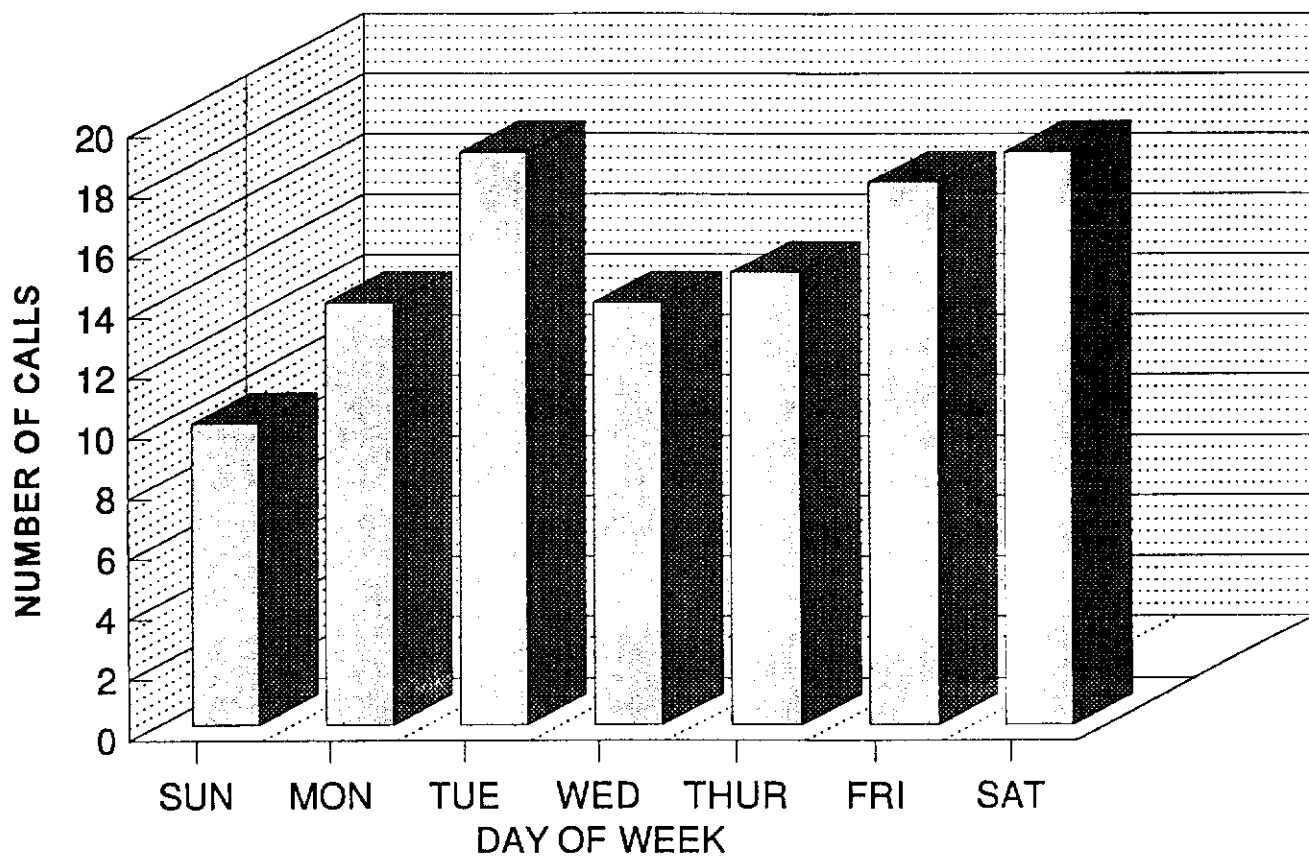
-  MEDICALS
-  OTHER EMERGENCIES INCLUDING FIRE



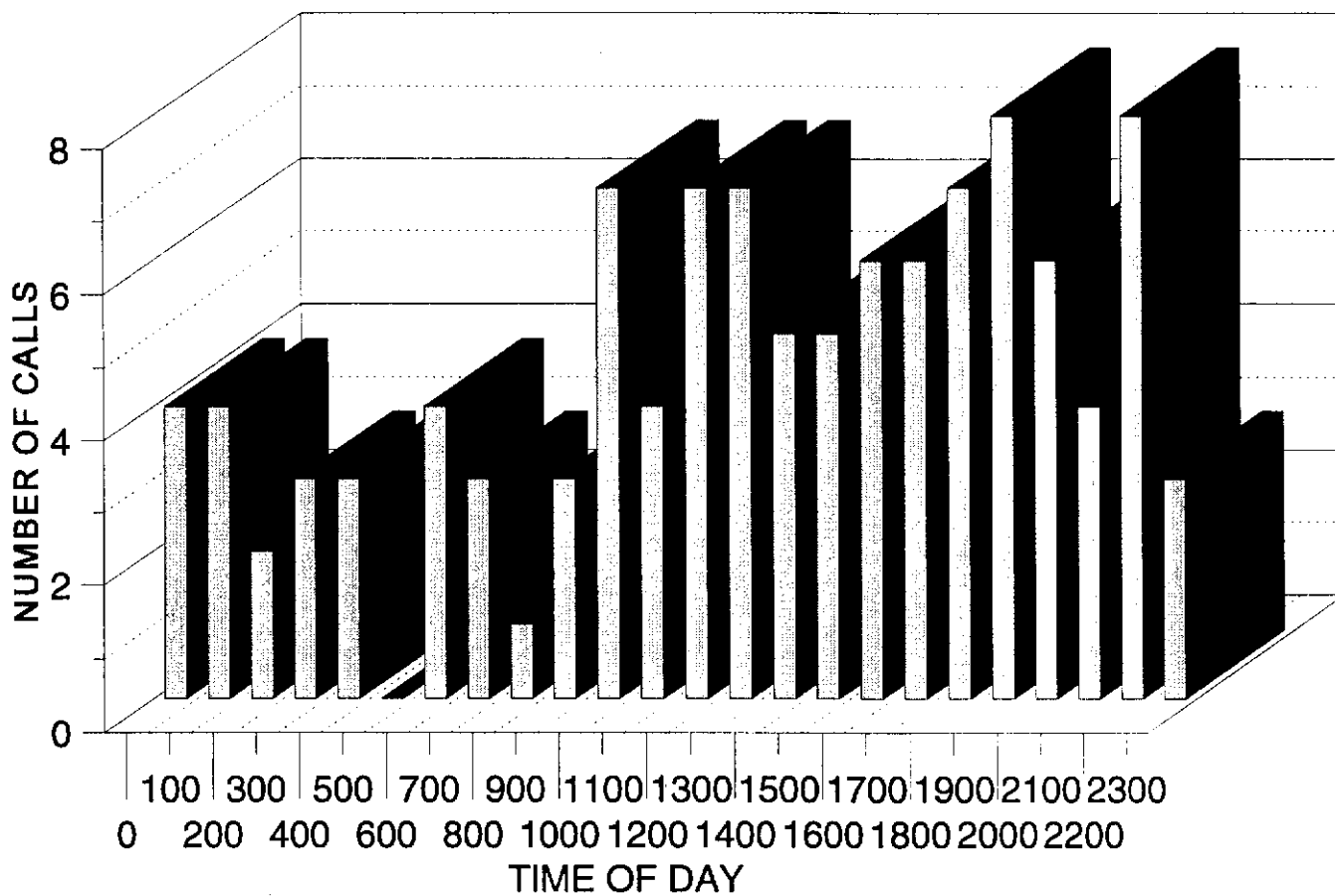
# 1996 ALARM CALLS BY MONTH



# 1996 FIRES BY DAY OF WEEK

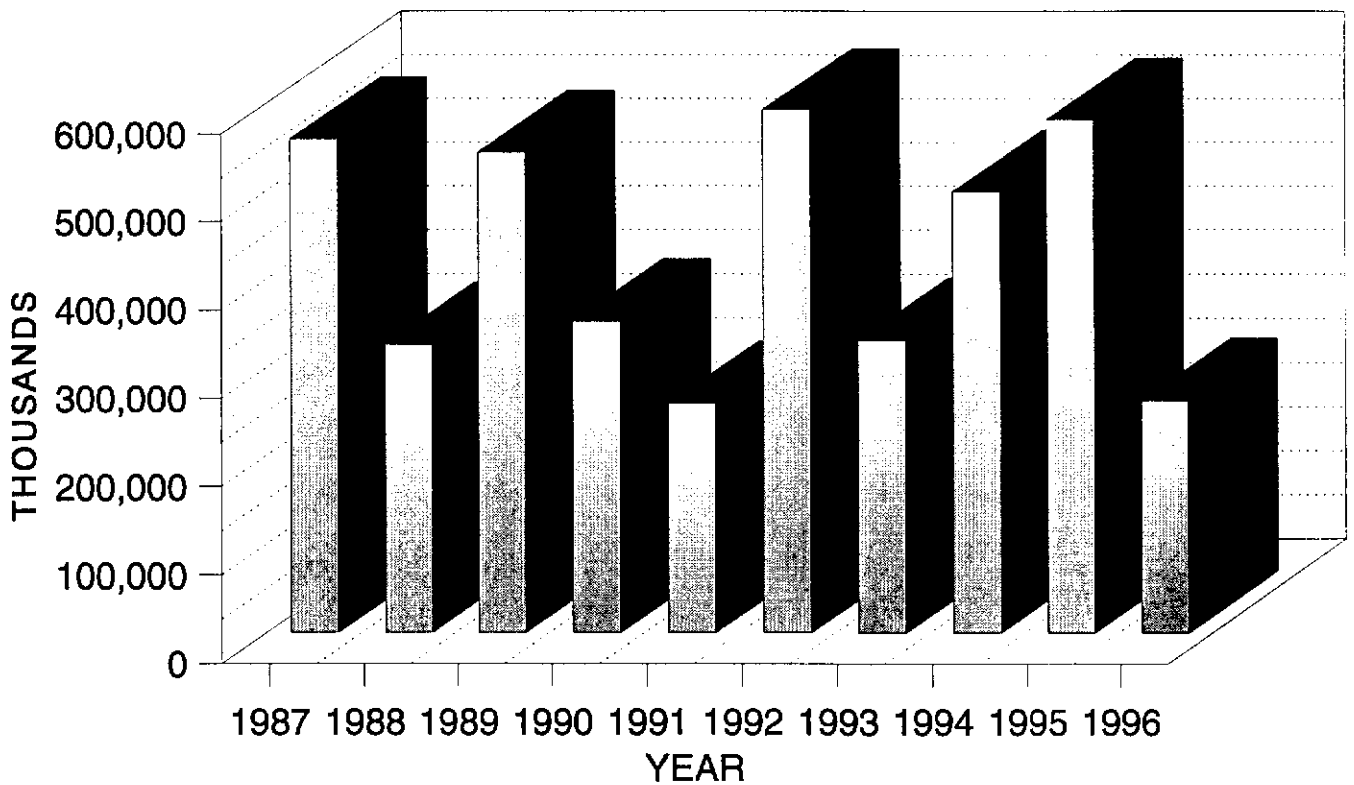


# 1996 FIRE RUNS BY TIME OF DAY



# TEN YEAR FIRE HISTORY

1987 - 1996 DOLLAR LOSS



**FIRE DEPARTMENT VEHICLES  
1996**

<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:** 1996 Fire Prevention Annual Report

Enclosed is the total 1996 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. I feel it shows that there are violations being found and that these violations are being addressed and corrected. These inspections and the corrected violations allows the property in Moorhead to become safer for residents, property values increase for the owners, and the neighborhoods maintain their individuality and neighborhood pride.

One important issue for Fire Prevention in 1996, was the tragic loss of life. There was one fire victim in 1996. This fire involved an elderly woman living in a high-rise facility. This brings the reality of 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.



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**FIRE AND RESCUE**

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**FIRE PREVENTION REPORT**

JANUARY 1, 1996, THROUGH DECEMBER 31, 1996:

	TOTAL
Fire Prevention Man Hours on Field Inspections:	1218
Fire Prevention Bureau Inspections	1576
Written Violations	2066
Verbal Violations	309
Corrections	1363
Housing Inspections	936
Units Inspected	1494
Commercial Inspections	635
New Inspections	950
Reinspections	626
Complaint Inspections	117

TIME SPENT IN THE FOLLOWING AREAS (HOURS):

	TOTAL
Meetings and Conferences	1092
Schools Attended	289
Fire Investigations	123
Fire Safety Classes Given	59
Fire Department Duties	1444
Court Related Appearances	15
Plan Checks	37
<b>TOTAL HOURS</b>	<b>3059</b>

Respectfully submitted,

*Gary L. Schulz*  
 Gary L. Schulz  
 Fire Marshal

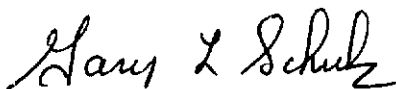


## **PUBLIC FIRE EDUCATION CLASSES**

Public fire education classes were again an important part of the 1996 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 1996.

Respectfully submitted,



Gary L. Schulz  
Fire Chief



**1996 PUBLIC FIRE EDUCATION CLASSES**

Page 1 of 2

<u>TYPE OF CLASS GIVEN</u>	<u>LOCATION</u>	<u>TOTAL NUMBER OF INDIVIDUALS</u>
<b>Babysitting Clinic</b>	Robert Asp	32
<b>Crime-Free Multi-Housing</b>	Police Department	30 8
<b>Fire Extinguisher Class:</b>	Carriage House	30
	Clay County Jailers	10
	Clay County Jailers	14
	Clay County Residence Housing	10
	Lutheran Social Services	40
	MSU Hendrix Health Center	10
	Tenneco Corp.	60
	Trash Depot Employees	10
<b>Fire Drill:</b>	Carriage/Homestead	
<b>Fire Safety Class:</b>	Citizens Police Academy	20
	Clay County Senior Companions	25
	Eventide Catered Living	30
	FM Junior League Parents	40
	Migrant School Teachers	60
	Moorhead Public Health	50
	Parkview Terrace Residents	40
	Washington School 4th Grade	40
<b>Fire Safety/Fire Evacuation Class:</b>	City of Moorhead Employee Safety Meeting	40
	Moorhead Sports Center Employees	6
<b>Fire Safety/Fire Extinguisher Class:</b>	Great Beginnings Teachers	10
	MSU Elementary Ed. Students	30
	Productive Alternatives	10
<b>Friendly Monster:</b>	Wonder Years Pre-School	15
	Wonder Years Pre School	15

1996 PUBLIC FIRE EDUCATION CLASSES  
Page 2 of 2

<u>TYPE OF CLASS GIVEN</u>	<u>LOCATION</u>	<u>TOTAL NUMBER OF INDIVIDUALS</u>
General Fire Safety:	Crime Watch-Georgetown	25
Haz-Mat:	Kiwanis	48
Holiday Safety:	Moorhead City Hall Employees	40
	<b>TOTAL:</b>	<b>798</b>

## RENTAL REGISTRATION/INSPECTION PROGRAM

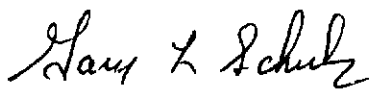
The Rental Registration/Inspection Program, which was initiated in July of 1986, has moved forward to address the problems listed as critical neighborhood issues by the citizen task force groups. I feel the program has met or improved many of the issues which are listed below:

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

There were 1,576 housing inspections made in 1996. There were 2,066 written housing violations this year. The corrections made of all the housing violations in 1996 totaled 1,363. 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  
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**TOTAL  
 RENTAL HOUSING REPORT  
 RENTAL HOUSING INSPECTORS**

**JANUARY 1, 1996, THROUGH DECEMBER 31, 1996:**

Fire Prevention Bureau Man Hours on Field Inspections.....	1,102
Rental Housing Inspections.....	1,252
Written Violations.....	2,440
Verbal Violations.....	31
Corrections.....	1,769
Units Inspected.....	1,524
New Inspections.....	595
Reinspections.....	634
Complaint Inspections.....	166

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

Meetings and Conferences.....	21
Schools Attended.....	0
Court Related Appearances.....	<u>25</u>
<b>TOTAL HOURS.....</b>	<b>46</b>

Respectfully submitted,

*Gary L. Schulz*  
 Gary L. Schulz  
 Fire Chief

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CITY OF  
**MOORHEAD**  
**FIRE AND RESCUE**

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

**RENTAL HOUSING REPORT  
INSPECTORS**

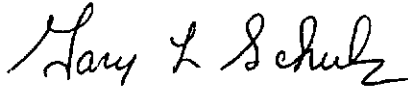
**JANUARY 1, 1996, THROUGH DECEMBER 31, 1996:**

Fire Prevention Bureau Man Hours on Field Inspections.....	1,079
Fire Prevention Bureau Inspections.....	1,229
Written Violations.....	2,440
Verbal Violations.....	31
Corrections.....	1,769
Housing Inspections.....	1,229
Units Inspected.....	1,517
New Inspections.....	595
Reinspections.....	634
Complaint Inspections.....	166

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

Meetings and Conferences.....	21
Schools Attended.....	0
Plan Checks.....	0
Court Related Appearances.....	<u>25</u>
<b>TOTAL HOURS.....</b>	<b>46</b>

Respectfully submitted,



Gary L. Schulz  
Fire Chief

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CITY OF  
**MOORHEAD**  
 FIRE AND RESCUE

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**RENTAL HOUSING REPORT  
 SHIFT INSPECTIONS**

JANUARY 1, 1996 THROUGH DECEMBER 31, 1996:

A, B, & C SHIFT TOTALS:

Fire Prevention Man Hours on Field Inspections	118
Written Violations	432
Verbal Violations	1
Corrections	161
Housing Inspections	185
Units Inspected	762
New Inspections	78
Reinspections	107
Complaints	0

Respectfully submitted,



Gary L. Schulz  
 Fire Marshal  
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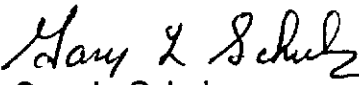


1996  
HOUSING INSPECTION REPORT  
FEES COLLECTED

JANUARY 1, 1996, THROUGH DECEMBER 31, 1996:

Reinspection Fees.....	\$ 550.00
Late Registration Fees.....	\$ 710.00
Copying Fees.....	\$ 101.70
<b>TOTAL FEES COLLECTED.....</b>	<b>\$1,361.70</b>

Respectfully submitted,

  
Gary L. Schulz  
Fire Chief

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**1996 QUARTERLY FEES COLLECTED  
FOR REINSPECTIONS AND LATE RENTAL REGISTRATION**

<b>REINSPECTION FEES</b>	<b>TOTAL</b>	<b>LATE RENTAL REGISTRATION FEES</b>	<b>TOTAL</b>
January Total	\$-0-	January Total	\$120.00
February Total	\$-0-	February Total	\$30.00
March Total	\$25.00	March Total	\$30.00
<b>1ST QUARTER TOTAL:</b>	<b>\$25.00</b>	<b>1ST QUARTER TOTAL:</b>	<b>\$180.00</b>
April Total	\$50.00	April Total	\$40.00
May Total	\$25.00	May Total	\$140.00
June Total	\$75.00	June Total	\$40.00
<b>2ND QUARTER TOTAL:</b>	<b>\$150.00</b>	<b>2ND QUARTER TOTAL:</b>	<b>\$220.00</b>
July Total	\$-0-	July Total	\$80.00
August Total	\$100.00	August Total	\$-0-
September Total	\$-0-	September Total	\$-0-
<b>3RD QUARTER TOTAL:</b>	<b>\$100.00</b>	<b>3RD QUARTER TOTAL:</b>	<b>\$80.00</b>
October Total	\$150.00	October Total	\$80.00
November Total	\$75.00	November Total	\$90.00
December Total	\$50.00	December Total	\$60.00
<b>4TH QUARTER TOTAL:</b>	<b>\$275.00</b>	<b>4TH QUARTER TOTAL:</b>	<b>\$230.00</b>
<b>TOTAL FOR YEAR:</b>	<b>\$550.00</b>	<b>TOTAL FOR YEAR:</b>	<b>\$710.00</b>
1ST QUARTER TOTAL REINSPECTION & LATE REGISTRATION FEES:			\$205.00
2ND QUARTER TOTAL REINSPECTION & LATE REGISTRATION FEES:			\$370.00
3RD QUARTER TOTAL REINSPECTION & LATE REGISTRATION FEES:			\$180.00
4TH QUARTER TOTAL REINSPECTION & LATE REGISTRATION FEES:			\$505.00
1996 COPYING FEES:			\$101.70
<b>1996 TOTAL:</b>			<b>\$1,361.70</b>



CITY OF  
**MOORHEAD**  
**FIRE AND RESCUE**

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**MEMORANDUM**

**TO:** Gary L. Schulz, Fire Chief  
**FROM:** Marty Soeth, Deputy Chief *Mef*  
**RE:** 1996 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 1996, there was a total of 1,893 emergency runs; of this number, 1,195 were emergency medical responses.

An eight stall garage was built at Headquarters Station with labor being supplied by the Suppression Division. This garage is used for Fire Suppression and Codes storage.

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 1996 is found on the following page.

25.



**MOORHEAD FIRE & RESCUE SUPPRESSION DIVISION  
ACTIVITY HOURS FOR 1996**

<b>ACTIVITY</b>	<b>HOURS</b>
Training	4,365
Facility Maintenance	4,415
Equipment Maintenance	4,302
Inspections	266
Public Education	468
Administration	2,774
Physical Training	2,581
Fire Runs	1,776
Medical Runs	1,067

CITY OF  
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**CITY OF MOORHEAD  
BUILDING CODES DIVISION  
ANNUAL REPORT - 1996**

**TO:** Fire Chief Gary Schulz:

Included herein is the Division's Annual Report which contains comparisons of permit activity in 1996 to previous years and comments about the past year.

TABLE: 1987 - 1996 COMPARISONS OF  
CONSTRUCTION ACTIVITY BY  
MAJOR CATEGORY -----Page

TABLE: 1987 - 1996 PERMIT, VALUATION  
AND REVENUE COMPARISONS-----Page

COMMENTS:-----Page

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
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)	113 permits	376 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	\$3,217,655	\$23,831,684
1996	77 permits	2 perm (4 units)	111 permits	312 permits	554 permits
VAL.	\$7,956,300	\$240,000	14,541,159	2,332,488	\$25,069,947

**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
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
1996	25,069,947	554	93,735.75	650	22,585.00	565	19,033.00	3,420	1,785.00	13,464.00	1,769	154,022.75

## 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 an Office Specialist.

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

- State Building Code - 1994 Uniform Building Code
- State Mechanical Code - 1991 Uniform Mechanical Code
- State Plumbing Code
- State Handicapped Code - ANSI A117.1
- State Energy Code
- State Floodproofing Code
- State Architectural Registration Laws
- City Zoning Ordinance and other related City Ordinances
- Contractor Licensing - City and State

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

In addition, the Codes Office also supervises the collection of a wide variety of fees such as sewer hookup and gas hookup fees and administers 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 investigations, ordinance reviews, inquires from the public, and public meetings heading the list.

Staff members are also involved in a wide variety of other projects that include the preparation of a myriad of reports, public education, handling of 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, classes at local colleges, and teaching contractor licensing classes.

## THE YEAR 1996

The 554 building permits issued in 1996 was down slightly from the 649 issued in 1995 and slightly below the five year average of 646. The 1716 total permits issued was the third highest total ever.

New home construction dropped to 77 units from the 128 constructed in 1995. The total value of new single family residential construction was \$8 million.

Commercial construction was up significantly in 1996. Valuation for the year totaled \$14.5 million which compared to \$8.2 million in 1995. Residential remodeling, with 256 permits valued at \$2.0 million, was down from the 274 permits and \$3.0 million in 1995.

## INCOME AND EXPENSES

Total revenues were \$154,000 with building permit fees (\$93,736) accounting for 61% of all revenue collected. Total expenses for the year were \$191,000.

## PERSONNEL STATUS

Don Sakry started his seventh year as Building/Plumbing/Heating Inspector. Don also assists with plan review, permit issuance, and answering code questions. Don attended the International Association of Plumbing and Mechanical Officials Annual Conference in Des Moines, Iowa, in September.

Gail Nelson completed nine years of service to the City of Moorhead in 1996 as an Office Specialist. In addition to clerical duties, Gail prepares more than 40 technical reports each year, supervises contractor licensing, issues nearly 1500 permits, and directs inspection calls. In addition Gail is receiving on the job training to allow her to assume a more technical role.

Kurt Wenzel started his fourth 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 completed nine years of service in 1996 as Building Official and Zoning Administrator. Rick was actively involved in hosting the ICBO Annual Conference in Saint Paul in September which was attended by people from throughout the world. Rick is also active in the Northwest Minnesota Chapter of Building Officials serving on the legislative committee.

## SUMMARY

1996 was a very good construction year in the City of Moorhead with totals being right at the five year average. Staff members continued their goal to provide fast and efficient service. This goal has been realized as complaints continue at extremely low levels and positive public comments are frequent. This is important to note because our office has more than 10,000 public contacts in an average year.

Revenue and permit numbers were at or near the five year averages. Housing starts were down but commercial construction was up. With home construction expected to rebound in 1997, the construction economy appears very healthy.



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**

**RE: Environmental Health Annual Report for 1996**

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.

Classes are given upon request. Materials cover areas such as food sanitation and food manager training. 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. Some of these complaints also occur in mobile home parks. There were 94 Citizen Action Requests this year - 8 were referred to the office of the City Attorney, 11 were referred to the Sanitation Department for abatement, and 12 are on file for rechecks next year. Of the 575 nuisance inspections, some were incorporated with the inspection of mobile home courts and surveys regarding information needed to update our existing nuisance car body ordinance.

The vending machines have increased since the program was initiated; in 1989, there were 62 machines and in 1996, there were 121. We expect an increase next year also.

35.



In 1996 some new positive changes were also implemented; they are as follows:

1. The nuisance car body ordinance was upgraded.
2. The citation system that we were in the process of implementing is currently being used in the nuisance program and in Rental Housing.
3. Blueprints for restaurants are required to be done by an architect.
4. The application forms for food/beverage/lodging and swimming pools have been changed to make it easier and more convenient for the user.

CITY OF  
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**FIRE AND RESCUE**

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**ENVIRONMENTAL HEALTH REPORT  
 DIRECTOR**

JAN. 1, 1996, THROUGH DEC. 31, 1996:

	TOTAL
Env. Health Man Hours on Field Inspections	636
Environmental Health Inspections	963
Written Violations	769
Corrections	404
Lodging Inspections	13
Food Service Inspections	142
Mobile Home Park	5
Swimming Pools	50
Env. Health Complaint/Nuisance Inspections	575
Vending	122
Other	56

**TIME SPENT IN OTHER AREAS (HOURS)**

	TOTAL
Meetings and Conferences	130
Schools Attended	72
Classes Given	8
Court Related Appearances	10
Plan Checks	53
<b>TOTAL HOURS</b>	<b>273</b>

Respectfully submitted,

*Donald Lawrence*

Don Lawrence  
 Director of Environmental Health

D:\m\gs030596.wpd



LARRY J. COSTELLO  
County Sheriff  
(218) 299-5111

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October 15, 1996

Fire Chief Gary Schultz  
Moorhead Fire Station  
1120 1st Ave N  
Moorhead MN 56560

Dear Chief Schultz:

As you are well aware, on Saturday, October 12th, the Clay County Sheriff's Dept. along with Felton Rescue responded to a beet truck rollover three miles west of Felton.

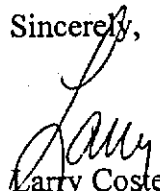
Upon arriving at the scene, it was ascertained that the individual was trapped and he could not be extricated without additional man power and the use of the jaws of life.

When the deputy requested assistance from the Moorhead Fire Dept., members of your department immediately responded to the location. As usual, they did an excellent job and the individual was extricated from the vehicle and as a result, received only minor injuries.

On behalf of myself and all member's of the Clay County Sheriff's Dept., we would like to thank you and your department for always responding to our call for assistance and in the professional manner that the members of the Moorhead Fire Dept. conduct themselves under extreme emergency conditions.

Would you relay my thanks to the members of your department.

Sincerely,

  
Larry Costello  
Clay County Sheriff

cc: Mayor Morrie Lanning  
cc: City Administrator, Jim Antonen



September 9, 1996

Assistant Fire Chief Terry Beach  
Lt. Darrel Hendrickson  
Moorhead Fire Department  
111 12th St. No.  
Moorhead, MN 56560

Gentlemen:

The Clay County Building Maintenance Department would like to express their appreciation to the Moorhead Fire Department for their quick response to the gas leak at the Regional Juvenile Center building on September 9, 1996. It is nice to know that the City of Moorhead is protected by such professional people, in a possible, life threatening situation like this. We certainly appreciate the dedication & professionalism shown by all fire department personnel on the scene.

Thanks again for your dedication.

Respectfully submitted:

Robbie Norman  
Building Maintenance Supervisor

cc: Chief Gary Schultz ✓  
Moorhead Fire Department



**Busch Agricultural  
Resources, Inc.**

ONE OF THE ANHEUSER-BUSCH COMPANIES

Midwest Seed Operations  
4111 50th Avenue South  
Moorhead, MN 56560-6011  
(218) 230-7172

February 12, 1996

Moorhead Fire Dept.  
111 12th St. N  
Moorhead, MN 56560

Dear Fire Chief,

Just a note of thanks for the quick response and assistance last week when members of your department responded to a midnight call to our facility in south Moorhead. The incident involved a release of water into our wet-dry sprinkler system due to the recent cold spell which froze up and cracked a pipe fitting. Very little damage resulted. I never got a chance to thank the firefighters in person before they left that night.

As always your people responded with great professionalism and courtesy.

Sincerely,

Raymond Albrecht  
Plant Manager  
Busch Agricultural Resources, Inc.  
Seed Operations

1720 14th st. so.  
Moorhead, MN. 56560  
January 31, 1996

Southside Fire Station  
2413 20th st. so.  
Moorhead, MN. 56560

To Whom it May Concern:

I am writing to thank you for your prompt and courteous response to my "cry for help" last Saturday evening, January 27th.

The three men who came to my aid were thorough in their search for sewer gas, and they explained their actions and allayed my fears. Even though my call was late at night, all of the men seemed to care that I was worried, and they acted as if the call wasn't a bother to them. I didn't want to call anyone so late, but I really was concerned, and had to know there was nothing wrong before I could go to bed.

Thank you so much for the quick response, your kindness and reassurance that all was o.k. at my house. My dog and I live here alone and we needed help....and you came. Thanks so much.

Sincerely yours,



Mrs. M. Jean Dustrud



Gary -

Thanks again for your participation in National Night Out. I know you had your fire trucks all over town because many residents talked to me about how thrilled the kids were to see it. Your support for community policing ~~was~~ has been great even though I know at times we create more work for you. But it has really been good for me to know your in support of COP and I really appreciate it. Thanks again

Nancy Carlson



January 24, 1996

My husband and I want to  
thank you for your prompt  
help to us last week during  
the storm. We appreciate  
your help and kindness.  
Thanks again and Bless  
you all!

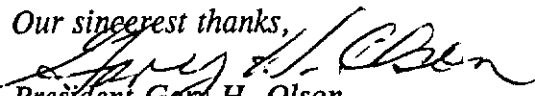
Kay I. Carlson  
2110 - 17<sup>th</sup> St So Apt 107  
Moorhead, MN 56560

June 20, 1996

Dear Chief Shultz,

CCHS would like to thank the Moorhead Fire Department and especially firemen Bob Carney, Rich Eggert, Jerry Shawstad and Mike Sigdestad, for their cooperation in displaying the 1936 Buffalo Fire Truck and the much newer aerial truck at the Hjemkomst Center's 10th Anniversary Celebration last week. All the firemen were so gracious and we heard nothing but good comments about the aerial rides and photo opportunity.

Our sincerest thanks,

  
President Gary H. Olson  
CCHS Board of Directors

"IT MAKES A DIFFERENCE".

A well-known author and poet was working and vacationing on the southern coast of Spain. One morning, very early, he was walking along the beach - the sun was just rising, the rain had ended, the rainbows were magnificent, the sea calm. While enjoying the beauty about him, he glanced down the beach and saw a lone figure dancing about. Fascinated by this other person celebrating the day that was about to dawn, he moved closer. As he came nearer, he realized that the young man was not dancing, but in one graceful movement was picking objects up from off the beach and tossing them out into the sea. As he approached the young man, he saw that the objects were starfish.

Why in the world are you throwing starfish into the water?"

If the starfish are still on the beach when the tide goes out and the sun rises higher in the sky, they will die," replied the young man as he continued tossing them out to sea."

That's ridiculous! There are thousands of miles of beach and millions of starfish. You can't really believe that what you're doing could possibly make a difference "

The young man picked up another starfish, paused thoughtfully and remarked as he tossed it out into the waves, " It makes a difference to this one."

To all firefighters ~  
the job you do makes a difference!

(author unknown)

## **SPECIAL RECOGNITION**

Assistant Fire Chief Gene Wasfaret (Rip), received the Congressional Fire Service award from Senator Rod Grams in April. This award recognizes an individual for length of service in fire and life safety activities. Rip also retired on December 31, 1996, with 37 years of service with the Fire & Rescue Department. Rip was highly respected by fellow Fire Fighters for his leadership skills, abilities, and knowledge. We will all miss Rip and wish him the best in retirement - Congratulations Rip!

In August, citizens Jennifer Hirschert and Xavier Lamblez were recognized and commended by the Moorhead City Council for their heroic efforts in saving the lives of the Haaland family during a fire on June 12, 1996. Had it not been for Hirschert and Lamblez's quick response and action, the family could have suffered personal injury or loss of life in addition to property damage.

Gail Nelson, Office Specialist was January's Pride of Moorhead winner. Gail has worked in the Codes Department for eight years and directs, coordinates, logs, and tracks almost 5,000 inspection requests yearly. She is also responsible for writing the plumbing, heating, and building permits and maintains all licensing records for local contractors. Gail is very professional and does a great job. Congratulations Gail!

Joe Gaughan, Fire Fighter/Acting Officer, was March's Pride of Moorhead winner. Joe has worked for the Fire Department for nearly 11 years. He is willing to come in on his days off and teach classes to other Fire Fighter shifts. Joe is a valuable asset to the citizens of Moorhead. Congratulations Joe!

Don Bratlien, Fire Fighter/Acting Officer, was November's Pride of Moorhead winner. Don has worked in the Fire & Rescue Department for 26 years. Don constantly is taking time out of his own schedule to pursue training and educational opportunities that will enhance his ability to serve the citizens of Moorhead. Don also assumes the leadership role of Acting Officer in the absence of the Lieutenant. Don is also certified in maintaining and repairing all fire fighting equipment, including the technical upkeep of the Self-Contained Breathing Apparatus. Don does an excellent job in the fire service. Congratulations Don!