

MOORHEAD FIRE DEPARTMENT

DIVISIONS

1985 ANNUAL REPORT

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Moorhead Fire Department

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

MARLAN V. ANDERSON
Fire Chief



TO: Robert Erickson, City Manager
FROM: Marlan Anderson, Fire Chief *MVA*
SUBJECT: 1985 Annual Report

The total fire loss for 1985 was \$265,100.00; this compares with \$289,950.00 in 1984, which is a decrease of nine percent. There were 746 emergency runs in 1985 and 642 in 1984, a sixteen percent increase.

Emergency medical runs increased in 1985 to 362, approximately forty-nine percent of our total runs. Incendiary fire loss for 1985 amounted to \$54,700.00, as compared to \$188,950.00 in 1984.

There were no fire deaths in 1985.

Listed below are some of the highlights and events which occurred in our department in 1985:

- The City Council approved the addition of one more fire fighter, and Tom Lynch was hired to fill the position.
- April 15: Assistant Chief Larry Schons retired after twenty-eight years of service with the City of Moorhead.
- April 16: Dean Nelson was promoted from Lieutenant to Assistant Fire Chief, and David Pederson was promoted from Fire Fighter to the rank of Lieutenant. Joseph Gaughan was hired to replace Larry Schons.
- May: A 1250 gallon Pierce Arrow pumper was delivered to the City and placed into service.
- June: Our department received a 1985 GMC van. Among other duties, this van will be used as an emergency mobile command post in the event of an emergency or disaster.
- July: A letter was received from the ISO Insurance Office, confirming that Moorhead would retain its Class 4 rating.

- September 23: Tom Lynch resigned, and Steven LaFlamme was hired as his replacement.
- October 6: Fire Fighter Memorial Sunday.
- October: Transfer of the Moorhead Fire Department Relief Association to the Minnesota P.E.R.A. pension.

Special thanks to the officers and members of the Moorhead Fire Department and the following staff members within the Fire Department: Floyd Fagerlie, Albert Hammer and Marge Lokken, Building Codes; Donald Lawrence, Environmental Health; and Gary Schulz, Dalan Rasmussen and Lynn Wagman, Fire Prevention.

I would like to thank Mayor Lanning, members of the Moorhead City Council and also the former Public Safety Committee for the assistance and guidance given to our department. I would also like to thank City Manager Robert Erickson for the support he has given the fire service.

1985 FIRE PREVENTION REPORT

COMMENTARY: "THE ROLE OF FIRE PREVENTION"

The role of fire prevention is the first step in the overall fire protection of our community. Prevention begins with plan checks of new and proposed buildings, and continues with inspections as the construction progresses. Continuous maintenance inspections are made throughout the life of the building to maintain safety.

There are many functions of the fire prevention division, and possibly the most important is public fire education.

The American people have a great apathy toward fire, believing that fire will always happen to someone else. Public fire education must overcome this apathy and show the American people that fire danger is real. The United States has more fire deaths and fire loss than any country in the world; at the present time, approximately 85% of all United States fire victims are dead before a fire department is notified. This alone should overcome apathy and show the importance of public fire education.

In 1986 I hope to expand two of our public fire education classes currently instituted in our grade schools. One is called the "Friendly Monster" program, which familiarizes students with the fire fighter and his gear. This teaches the students not to fear fire fighters and not to hide from them in a fire situation.

The second program consists of the general fire safety and learn not to burn classes for older students. This program will be greatly enhanced by a fire plug robot which was donated by the Fargo Eagles Club. The robot has movement, flashing lights, siren, tape recorded voice and two-way radio capabilities, and is the most modern technology available for public fire education at the grade school level.

The following figures represent the public fire education classes given in 1985.

PUBLIC FIRE EDUCATION PROGRAMS
1985

<u>DATE</u>	<u>CLASS TITLE</u>	<u>LOCATION</u>	<u>CLASS SIZE</u>
JANUARY	8: Motel Fire Safety	Ramada Inn	10
	16: Fire Investigation	Mhd State Univ.	30
	22: General Fire Safety	Girl Scouts	21
MARCH	26: PCB's	American Crystal	25
APRIL	4: General Fire Safety	Mhd State Univ.	33
	9: Industrial Safety	Mhd State Univ.	35
	24: Using Fire Extinguishers	MAVTI	350
MAY	7: Medical Safety & Equip.	Mhd High School	30
	10: Evacuation	Mhd Health Care	60
	23: Fire Drill	Our Redeemer Day Care	12
JULY	24: High Rise Safety	Fairmont East	40
AUGUST	20: General Fire Safety	Mhd Library	20
	20: Bus Fire Safety	Olson Bus Service	12
	22: Using Fire Extinguishers	Concordia College	30
SEPTEMBER	4: Using Fire Extinguishers	Mhd State Univ.	27
	9: Elderly Housing Fire Safety	Carriage House	45
	10: Fire Drill	Carriage House	45
	23: Using Fire Extinguishers	Mhd State Univ.	23
	27: Using Fire Extinguishers	Eventide Home	72
OCTOBER	3: Using Fire Extinguishers	Mhd State Univ.	25
	7: General Fire Safety	Sabin Lions Club	19
	10: Friendly Monster	St. Joseph School	50
	10: Friendly Monster	Riverside School	75
	14: Using fire Extinguishers	DAC Group Home	13
	15: General Fire Safety	Kiwanis	40
	17: Using Fire Extinguishers	Townsite Center	10
20: Using Fire Extinguishers	Concordia College	15	
NOVEMBER	27: General Fire Safety	North Jr. High	<u>19</u>

1,218

In 1985, various neighborhood groups advised the City Council of potential problems in their neighborhoods. At that time the Mayor appointed two task force groups to study the two high percentage rental areas; one group studied the area surrounding Moorhead State University, and the other studied the area surrounding Concordia College.

The task force groups addressed these problems and compiled a list of critical neighborhood issues that they felt were important to the neighborhoods. Listed below are a few of these issues:

- Deterioration of housing.
- Parking problems.
- Absentee landlords.
- Overcrowding of rental.
- Parties, noise.
- Property devaluation.

In June, the Fire Prevention division made suggestions to these task force groups regarding possible solutions to the critical neighborhood issues. Both groups felt that certification of occupancy, or a rental registration program of some type was needed.

Since that time, the Fire Prevention Division has spent much of its time working on a possible program to fit the needs of the rental situation in Moorhead.

In October, Mayor Lanning appointed a Certification of Occupancy Committee; this group met to work out a possible program to address the critical neighborhood issues, and then the program was recommended to the City Council. This program, if adopted, would be called the Rental Registration/Inspection Program, and would involve the registration of all rental property in Moorhead. The city will take into consideration the recommendation of the Certification of Occupancy Committee and adopt such a program.

There has been a large amount of time spent by the Fire Prevention division in this area. I feel the time was well spent, as this would address and hopefully solve many of the critical neighborhood issues and benefit both the tenant and neighbors to the rental properties in the city of Moorhead.

City of Moorhead

Fire Department

FIRE ADMINISTRATION
299-5434

BUILDING CODES
299-5424

ENVIRONMENTAL HEALTH
299-5328

ZONING
299-5424

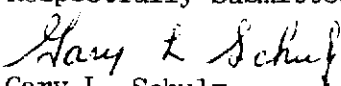
HOUSING
299-5434

111 - 12th STREET NORTH
MOORHEAD, MINNESOTA 56560



QUARTERLY TOTAL FIRE PREVENTION REPORT

<u>JANUARY 1, 1985 THROUGH DECEMBER 31, 1985</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.	204	255	461	301	1221
Fire Prevention Bureau Inspections.	327	375	616	491	1809
Written Violations.	101	162	565	158	986
Verbal Violations	29	65	86	71	251
Corrections	262	197	414	354	1227
Housing Inspections	194	224	478	360	1256
Units Inspected	213	258	521	471	1463
Commercial Inspections.	93	94	98	69	354
Building Code Inspections	28	34	10	38	110
Day Care Inspections.	11	14	29	23	77
Bar Inspections	1	6	0	1	8
<u>TIME SPENT IN THE FOLLOWING AREAS (HOURS)</u>					
Meetings & Conferences.	54	55	66	56	231
Schools Attended.	188	32	19	3	242
Fire Investigations	9	26	28	26	89
Fire Safety Classes Given	26	22	18	25	91
Fire Department Duties.	97	71	82	72	322
Court Related Appearances	31	21	27	22	101
Plan Checks	<u>3</u>	<u>14</u>	<u>20</u>	<u>15</u>	<u>52</u>
TOTAL HOURS	408	241	260	219	1128

Respectfully Submitted,

 Gary L. Schulz

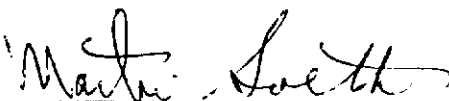
TRAINING DIVISIONS

<u>CLASS</u>	<u>MAN HOURS</u>
Fire Streams, Hose & Nozzles	465
Driving	40
Ladders	29
Hydraulics	296
River Rescue	52.5
Live Burns	126
Sprinklers	27
Ventilation	31
Salvage	39.5
Preplanning	305.5
Hazardous Materials	67.5
Medical Training	63
Plumbing Codes	39.5
SCBA	171.5
Environmental Health	30
Equipment	27
Building Codes	56
Right to Know	27
Domestic Fire Pump Testing	12
Fire Prevention & Arson	144
Miscellaneous	<u>222</u>
TOTAL MAN HOURS	2,271

The blood pressure screening clinic at headquarters station provided 909 free blood pressure checks in 1985.

TRAINING RECEIVED BY DEPARTMENT MEMBERS FROM
AGENCIES OUTSIDE OF THE MOORHEAD FIRE DEPARTMENT

220 hours of Emergency Medical Technician training, Moorhead Vo-Tech
12 hours training by Simplex Alarm Systems



Martin Soeth, Captain
Director of Training

REPAIR & MAINTENANCE
MOORHEAD FIRE DEPARTMENT PROPERTY

FIRE DEPARTMENT
REPAIR/MAINTENANCE OF TRUCKS, CARS, BOAT:

Jerome Shawstad:	118 Hours
Carroll Simpson:	140 Hours
Gary Haaland:	2 Hours
Don Bratlien:	9 Hours
Mike Saulsbury:	3 Hours
Mike Sigdestad:	6 Hours
Greg Doeden:	2 Hours
Daryl Hendricksen:	14 Hours
Martin Soeth:	26 Hours
Harold Bradsteen:	24 Hours

FIRE PREVENTION
REPAIR/MAINTENANCE OF VEHICLES, EQUIPMENT

Jerome Shawstad:	24 Hours
Carroll Simpson:	8 Hours
Martin Soeth:	4 Hours

FIRE DEPARTMENT
REPAIR/MAINTENANCE SMALL ENGINES

Jerome Shawstad:	89 Hours
Carroll Simpson:	29 Hours

BUILDING CODES/ENVIRONMENTAL HEALTH
REPAIR/MAINTENANCE OF VEHICLES, EQUIPMENT

Jerome Shawstad:	6 Hours
Martin Soeth:	4 Hours

PAPERWORK/PHONE CALLS

Jerome Shawstad:	134 Hours
Carroll Simpson:	41 Hours

TO: Chief Marlan Anderson
FROM: Rev. Dennis F. McCarthy
SUBJECT: 1985 Annual Report of Fire Department Chaplain

As requested by the Chief of the department, I am hereby providing a report on the activities and programs of the Moorhead Fire Department Chaplain.

This was the first full year that I had served as department Chaplain. Moorhead joined over some five hundred United States fire departments that have established a chaplain's corps.

During 1985 I made some thirty-six visits to our stations on all three shifts. In addition, I responded to approximately ten alarms, principally fires which also required second alarms (off duty call back alarms).

Perhaps the highlight of the year for the chaplain's program was the first celebrated in Moorhead of Fire Fighters Memorial Sunday on Sunday beginning Fire Prevention Week, October 6, 1985. All of us were gratified by the response of the community as well as six other fire departments of Clay County. Coverage by the press, radio and four television channels was excellent. We believe we have started a program that will continue each year; alternating one year in Moorhead and one year in one of the other communities of Clay County.

During 1985, we were fortunate that no lives were lost and only minor injuries were suffered by citizens or members of our department.

I would be remiss were I to fail in expressing my gratitude to the officers and members of the department who have been so cooperative and supportive of the chaplain's program. We have the finest people of any fire department anywhere.

Last of all, I wish to thank and praise our Dear Lord who protected and blessed our community and our department. Fire out of control remains a relentless threat. Moorhead has reason to say thanks to God and to the efforts of the Moorhead Fire Department.

Respectfully submitted,
Pastor Dennis F. McCarthy
Fire Department Chaplain

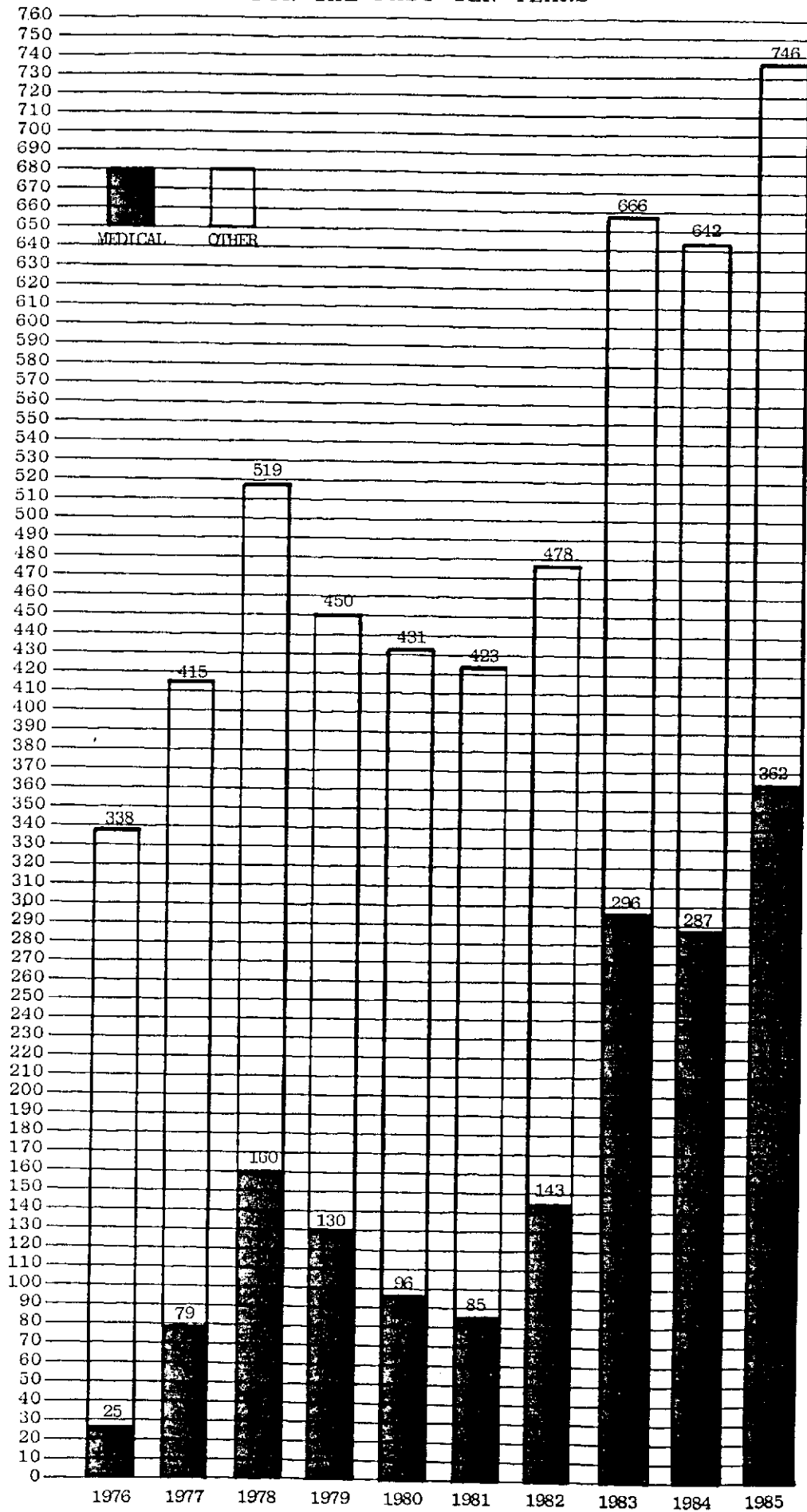
BREAKDOWN OF STRUCTURE FIRES AND OTHER FIRES AND INCIDENTS
ACCORDING TO PROPERTY USE

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	25	162,950.00
2. Apartments (3 or more families)	5	43,100.00
3. Hotels & Motels	2	5,200.00
4. All Other Residential (dormitories, boarding houses, tents, etc.)	6	250.00
5. TOTAL RESIDENTIAL FIRES (SUM OF LINES 1 THROUGH 4)	38	211,500.00
6. Public Assembly (church, restaurant, club, etc.)	1	4,500.00
7. Schools & Colleges	2	1,500.00
8. Health Care & Penal Institutions (hospitals, nursing homes, prisons, detention homes, etc.)	1	600.00
9. Stores & Offices	0	.00
10. Industry, Utility, Defense, Laboratories, Manufacturing	3	35,000.00
11. Storage in Structures (barns, vehicle storage garages, general storage, etc.)	1	.00
12. Special Structures (vacant buildings, buildings under construction, outbuildings, bridges, etc.)	1	12,000.00
13. TOTALS FOR STRUCTURE FIRES (SUM OF LINES 5 THROUGH 12)	47	265,100.00
OTHER FIRES AND INCIDENTS		
14a. Fires in Highway Vehicles (autos, trucks, buses, etc.)	28	12,350.00
14b. Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.)	0	.00
15. Fires outside of structures with value involved, but not vehicles (outside storage, crops, etc.)	2	1,100.00
16. Fires in brush, grass, wildland (excluding crops & timber), with no value involved	7	.00
17. Fires in rubbish, including dumpsters (outside of structures), with no value involved	13	.00
18. All other fires	0	.00
19. TOTAL FOR FIRES (SUM OF LINES 13 THROUGH 18)	97	278,550.00
20. Rescue, Emergency Medical responses (ambulance, EMS, rescue)	362	
21. False alarm responses (fire and nonfire)	36	
22. Mutual aid or assistance responses	1	
23. Hazardous Condition Responses (spills, leaks, arcing wires, etc.)	41	
24. All other responses (smoke scares, lock-outs, animal rescues, etc.)	209	
25. TOTAL FOR ALL INCIDENTS (SUM OF LINES 19 THROUGH 23)	746	

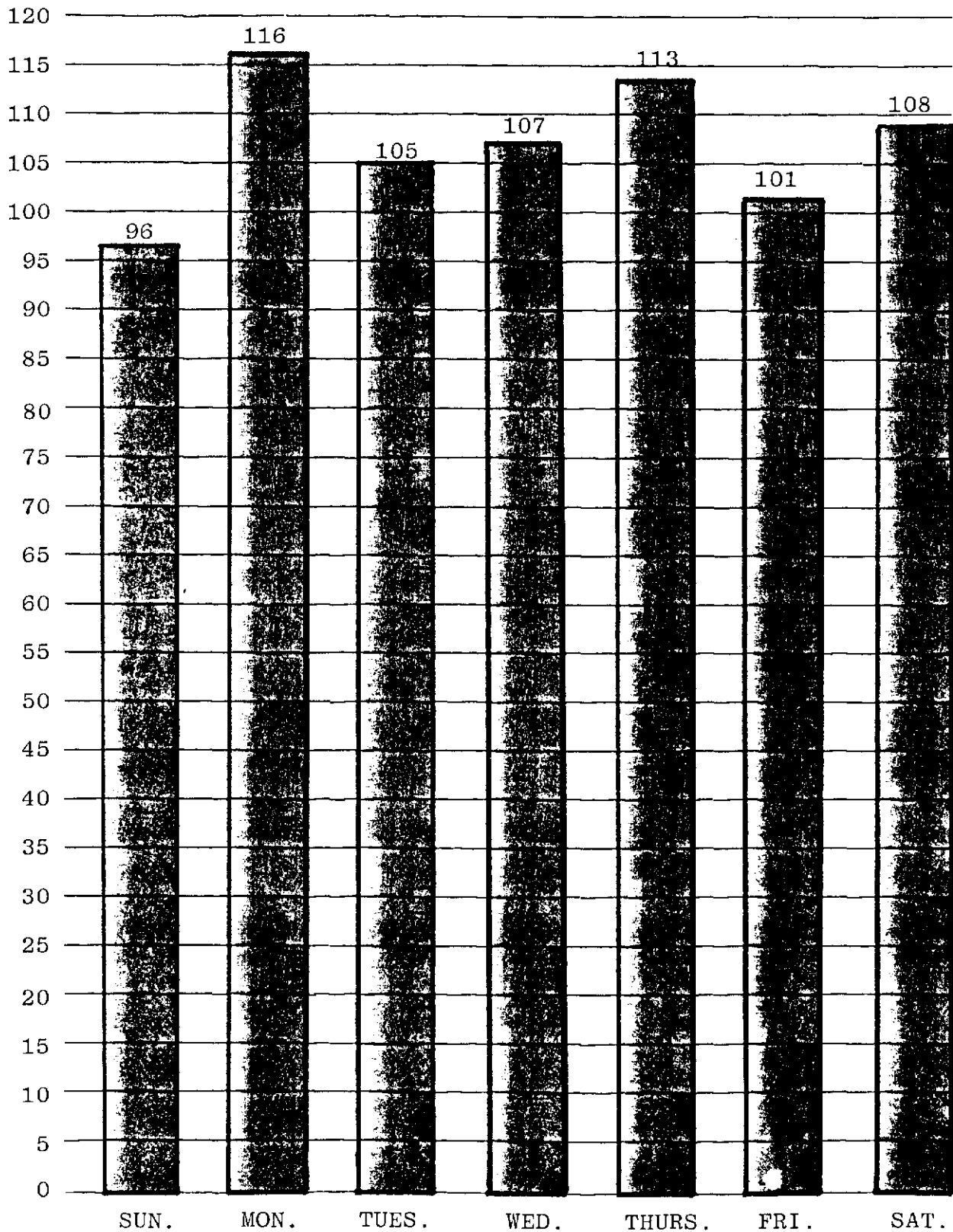
MONTHLY BREAKDOWN OF STRUCTURE FIRES & OTHER FIRES & INCIDENTS

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	3	4	2	1	1	2	0	2	2	3	1	4
2.	Apartments (3 or more families)	0	0	0	1	1	0	0	2	0	1	0	0
3.	Hotels & Motels	0	2	0	0	0	0	0	0	0	0	0	0
4.	All Other Residential (dormitories, boarding houses, tents, etc.)	2	1	1	0	0	1	0	0	0	1	0	0
5.	Public Assembly (church, restaurant, clubs, etc.)	0	0	0	0	0	0	0	0	1	0	0	0
6.	Schools & Colleges	0	0	0	0	0	0	0	1	0	0	1	0
7.	Health Care & Penal Institutions (hospitals, nursing homes, prisons, detention homes, etc.)	0	0	0	0	0	0	0	0	0	0	1	0
8.	Stores & Offices	0	0	0	0	0	0	0	0	0	0	0	0
9.	Industry, Utility, Laboratories, Manufacturing	0	0	0	0	0	1	0	0	1	1	0	0
10.	Storage in structures (barns, vehicle storage garages, general storage, etc.)	0	0	0	0	1	0	0	0	0	0	0	0
11.	Special Structures (vacant buildings, buildings under construction, outbuildings, bridges, etc.)	0	0	0	0	0	1	0	0	0	0	0	0
12.	TOTALS FOR STRUCTURE FIRES (SUM OF LINES 1--12)	5	7	3	2	3	5	0	5	4	6	3	4
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)	3	1	1	3	5	2	3	2	2	2	2	2
13b.	Fires in other vehicles (planes, trains, ships, construction or farm vehicles, etc.)	0	0	0	0	0	0	0	0	0	0	0	0
14.	Fires outside of structures with value involved, but not vehicles (outside storage, crops, etc.)	0	0	0	0	0	0	1	0	1	0	0	0
15.	Fires in brush, grass, wildland (excluding crops & timber), with no value involved	0	0	0	1	2	1	0	0	0	1	2	0
16.	Fires in rubbish, including dumpsters (outside of structures), with no value involved	0	0	1	4	3	2	0	1	0	1	1	0
17.	All other fires	0	0	0	0	0	0	0	0	0	0	0	0
18.	Rescue, Emergency Medical Responses (ambulance, EMS, rescue)	24	27	26	40	28	20	26	33	21	36	24	57
19.	False alarm responses (fire and nonfire)	5	2	2	6	2	3	3	1	5	1	2	4
20.	Mutual aid or assistance responses	0	1	0	0	0	0	0	0	0	0	0	0
21.	Hazardous Condition Responses (spills, leaks, arcing wires, etc.)	1	2	3	4	4	7	2	3	2	7	2	4
22.	All other responses (smoke scares, lock-outs, animal rescues, etc.)	15	21	17	10	18	14	14	20	16	16	20	28
23.	TOTAL OF ALL INCIDENTS	53	61	53	70	65	54	49	65	51	70	56	99
24.	TOTAL FIRE LOSS	44,400	61,500	850	650	3,250	29,500	1,550	4,400	27,550	13,700	2,800	48,800
		\$278,550.00											

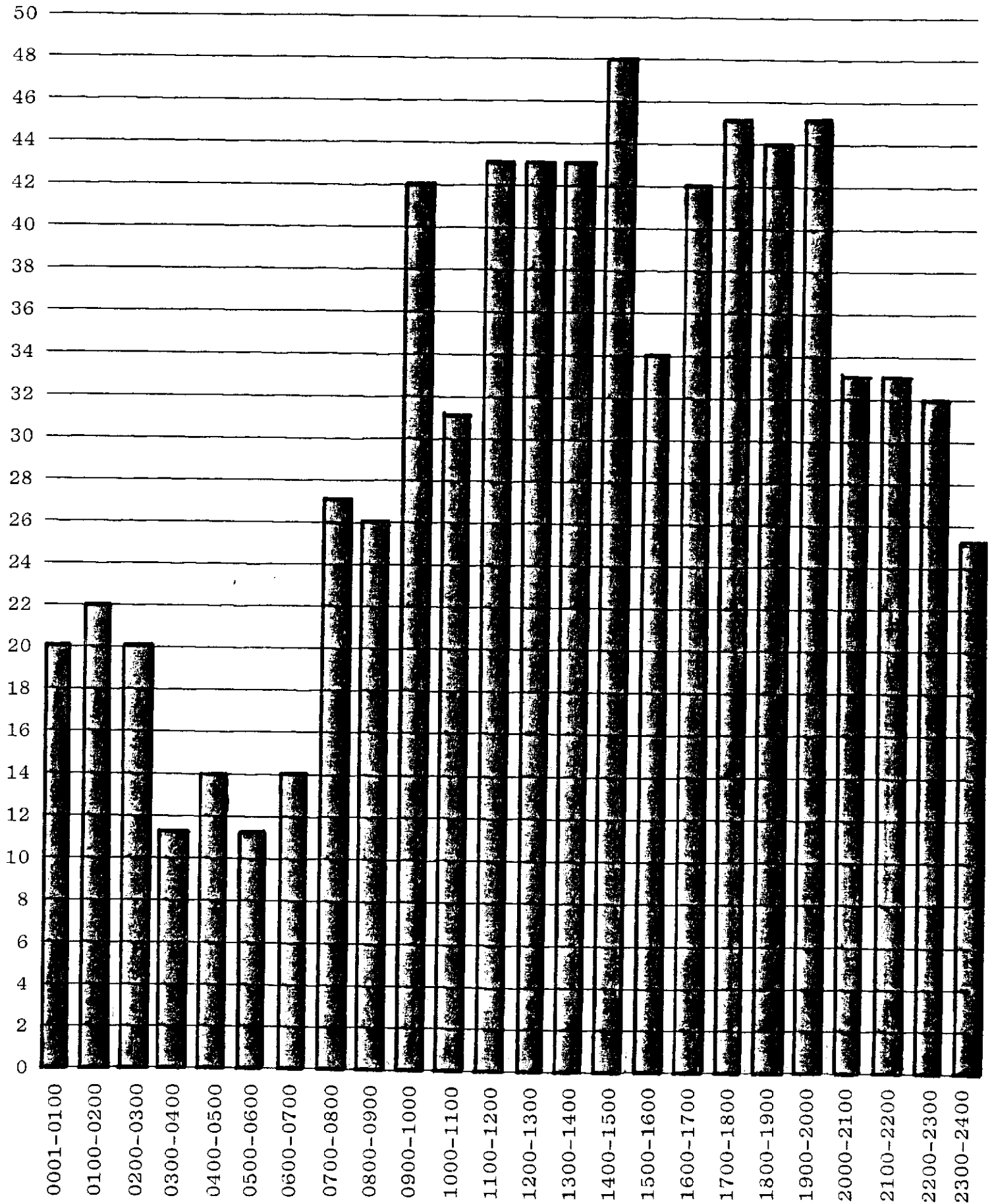
NUMBER OF FIRE ALARMS IN MOORHEAD
FOR THE PAST TEN YEARS



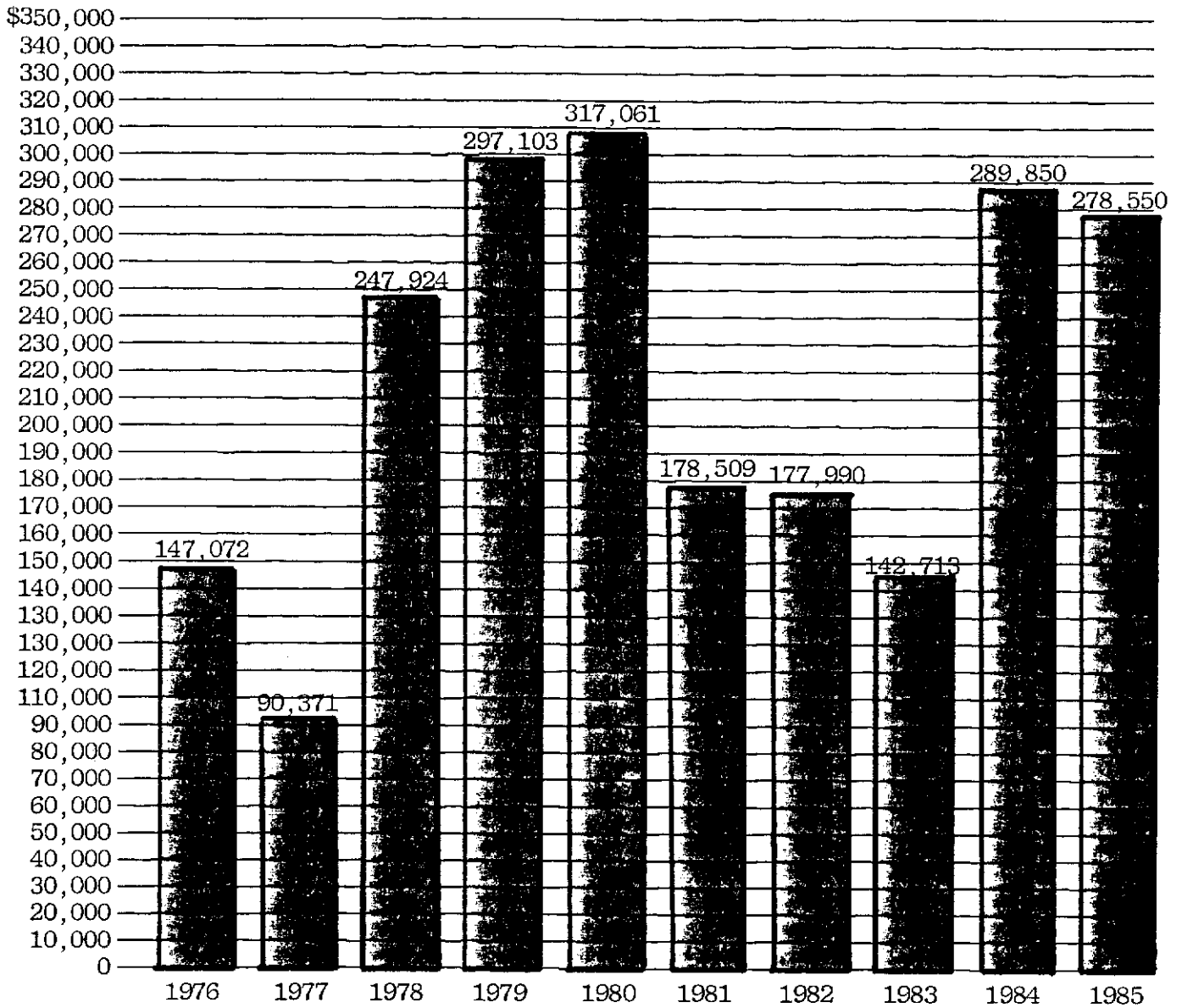
NUMBER OF CALLS BY DAY OF WEEK



NUMBER OF EMERGENCY CALLS BY TIME OF DAY



FIRE LOSS IN MOORHEAD FOR THE PAST TEN YEARS



INCENDIARY FIRES IN STRUCTURES AND VEHICLES

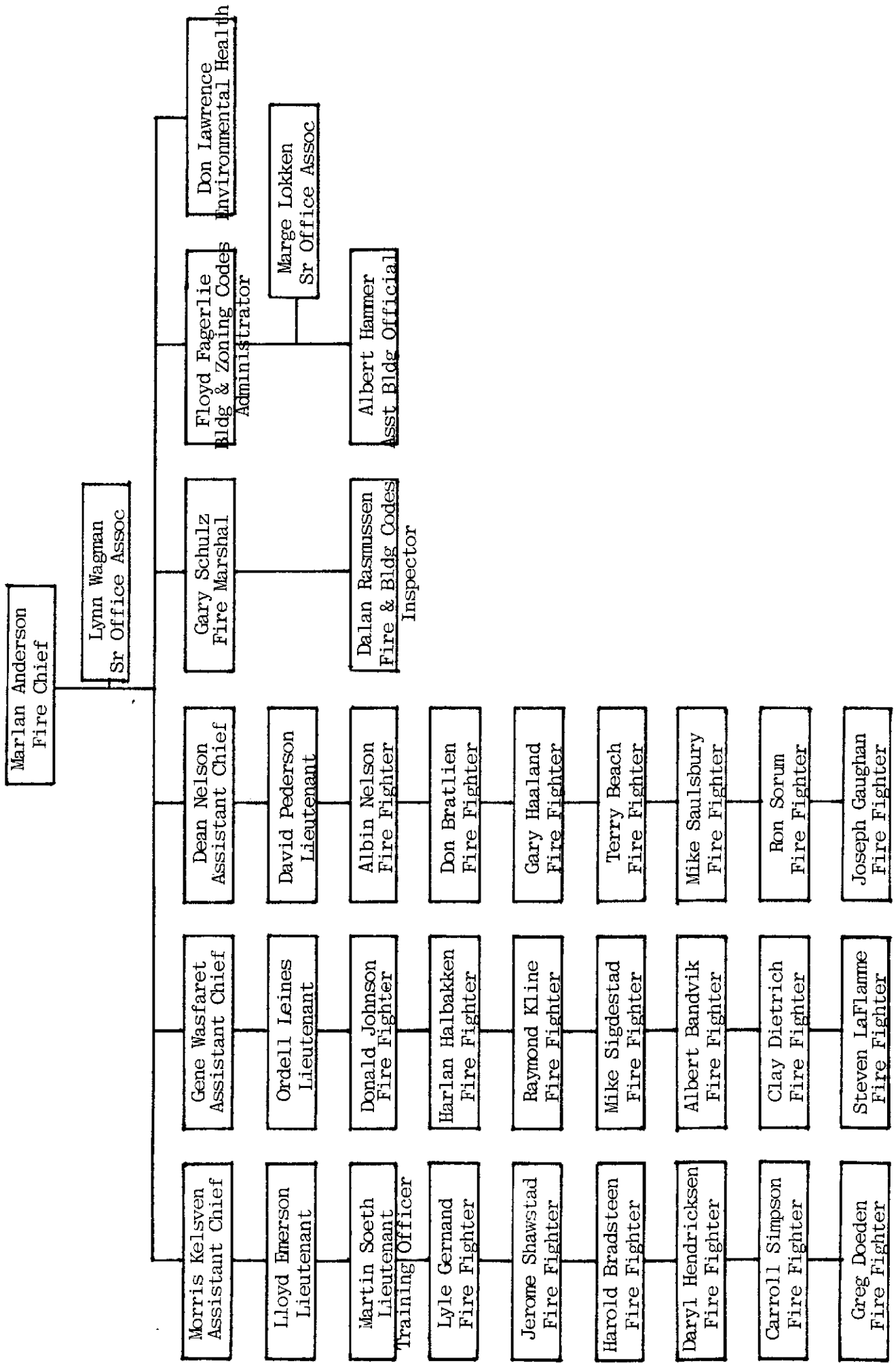
	NUMBER OF FIRES	NUMBER OF CIVILIAN FIRE CASUALTIES		ESTIMATED PROPERTY DAMAGE FROM FIRE
		DEATHS	INJURIES	
1. Structure Fires of Definite Incendiary Origin	10	0	0	\$54,700.00
2. Structure Fires of Suspicious Origin but not Definitely Established as Incendiary	0	0	0	.00
3. Vehicle Fires, Incendiary and Suspicious	0	0	0	.00

ON-DUTY FIRE INJURIES BY TYPE OF DUTY
AND NATURE OF INJURY

	RESPONDING TO OR RETURNING FROM AN INCIDENT	AT THE FIRE GROUND	AT A NON-FIRE EMERGENCY	TRAINING	OTHER ON-DUTY
1. Burns (fire or chemical)	0	0	0	0	0
2. Smoke or Gas Inhalation	0	0	0	0	0
3. Eye Irritation	0	0	0	0	0
4. Wound, Cut, Bleeding, Bruise	0	4	0	0	0
5. Dislocation, Fracture	0	0	0	0	0
6. Heart Attack, Stroke	0	0	0	0	0
7. Sprain, Strain	1	4	0	0	5
8. Frostbite	0	0	0	0	0
9. Heat Exhaustion	0	0	0	0	0
10. Other	0	1	3	0	0
11. TOTAL	1	9	3	0	6

FIRE DEPARTMENT VEHICLES
1985

<u>APPARATUS #</u>	<u>STATION</u>	<u>TYPE OF APPARATUS</u>	<u>DESCRIPTION</u>	<u>YEAR</u>
901	South	1250 Pumper	Pierce	1985
903	South	1250 Pumper	Seagrave	1970
904	North	1250 Pumper	Seagrave	1970
905	North	1250 Pumper	General	1980
908	North	Utility Truck	GMC	1977
910	North	Aerial Platform	Sutphen	1977
907	North	3/4 Ton Van	GMC	1985
912	North	Pick Up Truck	Dodge	1978
<hr/>				
900	North	4 Door Passenger (Chief's Car)	Dodge Aries	1985
902	North	4 Door Passenger (Fire Prev.)	Ford Fairmont	1979
922	North	4 Door Passenger (Bldg Codes)	Dodge	1977
924	North	4 Door Passenger (Bldg Codes)	Ford Fairmont	1979
151	North	4 Door Passenger (Env. Health)	Dodge Aries	1982



CITY OF MOORHEAD
BUILDING & ZONING CODES DIVISION
ANNUAL REPORT - 1985

BUILDING & ZONING CODES DIVISION STAFF

FLOYD A. FAGERLIE
ALBERT F. HAMMER
MARGE LOKKEN

CITY OF MOORHEAD
BUILDING AND ZONING CODES DIVISION
ANNUAL REPORT - 1985

TO: Fire Chief Marlan Anderson, Supervisor

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 & ZONING DIVISION GOAL AND OBJECTIVES	page 2
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GENERAL COMMENTS	page 10 & 11

Respectfully submitted

Floyd A. Fagerlie
Floyd A. Fagerlie
Building & Zoning Codes Administrator

BUILDING AND ZONING CODES 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 and remodeled construction.

OBJECTIVES FOR IMPROVED CODE ENFORCEMENT

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 1985 BUILDING PERMIT AND VALUATION DATA

	SINGLE FAMILY DWELLINGS		MULTIPLE DWELLINGS		NEW COMMERCIAL		REM. & ADDN. COMMERCIAL		GARAGES, UTILITY BLDGS, MISC. REMODEL		DEMO OR MOVE	Mobile Homes	TOTAL PERMITS	TOTAL VALUATION
	No.	Valuation	No.	Valuation	No.	Valuation	No.	Valuation	No.	Valuation				
JANUARY							9	48,100	7	51,500			16	99,600
FEBRUARY							1	24,000	6	37,200			7	61,200
MARCH	1	52,000					8	203,500	6	12,550		3	18	268,050
APRIL	3	151,500	1(2)	75,000	1	40,000	12	202,900	23	113,900	3(D)		43	583,300
MAY	3	248,000			5	4,190,000	1	5,000	31	146,000	1(D)	4	45	4,591,000
JUNE	2	135,000			2	2,877,000	5	50,500	13	78,700	2(D)		27	3,144,200
JULY	2	111,400			3	2,055,000	13	364,700	16	88,600	3(D)	2	41	2,625,100
AUGUST	3	197,500	1(2)	75,000			9	556,900	26	82,275	1(M) 4(D)	8	52	911,675
SEPTEMBER	2	152,000	2(62)	1,589,800			8	14,450	24	159,800	1(D)	6	43	1,916,050
OCTOBER	2	106,000					12	1,615,100	29	137,900	1(M) 5(D)	7	56	1,859,000
NOVEMBER							9	31,400	13	139,800		4	26	171,200
DECEMBER					1	372,000	4	54,900	6	61,200		3	14	488,100
SUB-TOTAL	18	1,153,400	4(66)	1,739,800	12	9,534,000	91	3,171,450	200	1,109,425	19(D) 10(M) 4(M)	40	388	16,718,475
DILWORTH	1	36,000			3	62,000	6	35,500	13	61,100		500(14)	37	195,100
GLYNDON	1	40,000							1	2,500			2	42,500
TOTAL-1985	20	1,229,400	4(66)	1,739,800	15	9,596,000	97	3,206,950	213	1,173,025	19(D) 10(M) 4(M)	500(14)	427	16,956,075

COMPARISONS OF MAJOR CATEGORY BUILDING ACTIVITY

There are very encouraging signs in the overall construction activity picture in Moorhead the past two years when comparing to some in the past. This is especially true in the new and remodeling commercial category where only 1984 has had a significantly larger number of permits issued over this year. Dollar valuations of projects in this category showed an exceedingly high increase. This is very significant because there was no 15 or 20 million dollar single projects like 1977 and 1981 respectively to inflate the \$12,700,000 valuation. Residential construction however, is still somewhat in the doldrums from our late 1970's banner years but signs for an upswing in this category of activity is very encouraging.

YEAR	SINGLE FAMILY DWELLINGS	MULTIPLE DWELLINGS	NEW AND REMODEL COMMERCIAL	MISC BLDGS AND RES REM	TOTAL PERMITS & VALUATION
1975	(99) \$ 3,694,600	(11) \$3,882,800	(60) \$ 3,993,000	(168) \$ 747,500	(338) \$12,317,900
1976	(117) \$ 5,078,900	(27-356) \$5,936,300	(77) \$ 6,663,500	(311) \$1,017,000	(532) \$18,695,700
1977	(168) \$ 8,165,200	(27-163) \$3,179,500	(74) \$20,453,900	(273) \$1,172,300	(542) \$32,970,900
1978 MHD ONLY	(110) \$ 5,911,300	(42-221) \$6,038,400	(70) \$ 5,723,250	(223) \$ 971,250	(445) \$18,644,200
1979 MHD ONLY	(107) \$ 6,077,300	(41-210) \$5,357,500	(86) \$ 9,802,750	(295) \$1,102,173	(529) \$22,339,723
1980	(32) \$ 1,796,300	(27-200) \$5,902,400	(101) \$ 6,033,800	(256) \$1,070,500	(436) \$14,803,000
1981	(9) \$ 364,300	(3-54) \$1,735,550	(97) \$25,187,050	(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
1985	(18) \$ 1,153,400	(4-66) \$1,739,800	(103) \$12,705,450	(200) \$1,109,425	(388) \$16,718,475

1978 THRU 1985 COMPARISONS OF VALUATIONS, PERMITS & REVENUE TABLE

YEAR	Building Permit Valuations	Bldg Permit Issued	Building Permit Revenue	Plbg Permits Issued	Plumbing Permit Revenue	Htg Permit Issued	Heating Permit Revenue	Plb & Htg License Fees	Other Fees Collect	Total Surcharge Collected	Total No of Permit	Total Revenue
1978 (MHD)	\$18,644,200	445	\$ 32,479.00	244	\$ 11,446	240	\$ 2,540		-0-	\$ 9,729	929	\$ 56,194.00
1979 (MHD) ONLY	\$22,339,723	529	\$ 39,196.50	256	\$ 13,483	384	\$ 8,190		-0-	\$10,921	1169	\$ 71,790.50
1980	\$14,803,000	436	\$31,272.50	136	\$ 8,331	213	\$5,257	\$ 4,225	*	\$11,439	785	\$ 68,969.50 Codes Only \$ 59,720.00
1981	\$28,416,479	388	\$50,255.00	83	\$ 4,328	199	\$4,225	\$ 2,720	**	\$10,275	670	\$ 77,558.00
1982	\$ 7,880,623	394	\$25,486.00	144	\$ 6,480	241	\$5,452	\$ 2,830		\$ 3,616	779	\$ 48,524.00
1983	\$ 8,146,675	404	\$41,547.00	140	\$ 6,657	237	\$4,795	\$ 3,980	***	\$ 9,103	781	\$ 69,878.00
1984	\$11,713,780	456	\$53,536.50	162	\$ 8,661	408	\$8,428	\$ 4,830		\$4,612.18	1026	\$ 86,250.68
1985	\$16,956,075	427	\$61,098.00	118	\$ 6,511	349	\$6,309	\$ 4,600	****	\$9,184.81	894	\$ 95,963.61

* 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 Dillworth & Glyndon JP Agreement
 *** 1983 - Other Fees Collected Column \$4,117 State surcharge rebate & \$4,400 Dillworth & Glyndon JP Agreement & misc.
 **** 1985 - Other Fees Collected Column includes \$4,578.63 State surcharge rebate

MOORHEAD BUILDING CODE DIVISION - PERMITS ISSUED COMPARISON FOR MONTH - YEAR LISTED

YEAR	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
1977	19	34	59	122	199	267	307	382	428	485	508	542
1978	9	24	39	86	135	189	234	281	326	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
1985	18	25	47	93	147	176	220	275	321	383	412	427

+40 Co.

BUILDING

PLUMBING

1979	6	10	16	33	53	81	108	125	154	194	227	256
1980	3	6	9	15	23	35	58	79	92	113	128	136
1981	10	15	20	29	43	48	53	58	68	71	74	83
1982	10	16	20	26	46	58	71	85	99	113	127	144
1983	7	13	15	28	33	46	55	83	96	110	117	140
1984	10	20	29	39	61	77	87	110	132	143	152	162
1985	12	19	26	32	44	54	60	73	89	97	113	118

HEATING

1979	9	15	32	70	102	117	138	181	236	292	320	384
1980	6	13	30	38	50	63	79	94	120	148	170	203
1981	18	26	46	66	78	91	103	112	129	148	171	199
1982	8	11	13	24	35	41	53	88	118	190	220	241
1983	11	21	36	42	52	71	84	115	135	171	204	237
1984	22	59	95	112	137	167	191	227	271	315	351	408
1985	25	47	66	80	91	123	132	158	206	236	294	349

SUMMARY OF INFORMATION IN TABLES

Building, Plumbing and Heating Permits issued indicators still look good. Although permits issued for each discipline are slightly down from last year, 1985 showed over a 10% increase in total permits over the average of the past 5 years. Category percentage for 1985 when comparing to the past 5 year average: Building - nearly 3% increase; Plumbing - 9½% decrease; Heating - 34% increase.

The dollar valuation of construction activity serviced in 1985 was over 5 million more than in 1984 moving from \$11,713,780.00 to \$16,956,075.00. Also, it represents close to a 3 million dollar increase when comparing to the average annual valuation over the past 5 years. This is viewed as another encouraging indicator for the future.

Revenue collected on Building Code Division related sources increased from 1984's \$86,250.00 to the 1985 figure of \$95,964.00. This makes a 11.3% increase in 1985 over 1984 but more importantly represents a 40% increase in the average annual income over the past 5 years.

The staff level and workload. Staff for Building Code Division's field work has remained at 2 after being cut back in 1981 and again in 1982 when the workload lowered during the economic setback that was prevalent in Moorhead. The level of service on field inspections that can be given now is limited because of the demands on staff time on other matters related to the present accelerated level of construction activity.

The total number of field inspections documented for permits in 1985 was 2487. There are generally a considerable number that do not get documented on some projects however. Fire Inspector Dalan Rasmussen inspected several sites for LP gas installations. Also, either Dalan or Fire Marshal Gary Schulz assisted on several permit inspections that related to either emergency exit window installations under orders in the Housing Inspection Program, or hood/fire suppression systems for restaurants, or assisting on wood burning appliance installations. Our records show 79 field inspections made by Dalan or Gary on these types of permits. There are always a considerable number of permits in the active file on the first of each calendar year. These permits in the carryover active file represent jobs in various stages of construction.

<u>NUMBER OF PERMITS ACTIVE</u>	<u>1-1-83</u>	<u>1-1-84</u>	<u>1-1-85</u>	<u>1-1-86</u>
Building Permits	84	100	110	151
Plumbing Permits	49	78	47	29
Heating Permits	46	71	79	74
TOTAL ACTIVE	179	249	236	254

ZONING ORDINANCE ENFORCEMENT REPORTS

Zoning enforcement for a city of 30,000 will always consume a considerable amount of staff time. Marge Lokken is capable of answering many questions without referral to me or Al Hammer because of her long tenure of association with the division and exposure to a wide variety of questions. This relieves us to spend more time in the field or on problems of a more technical or different nature. It is not uncommon to service 12 to 20 zoning inquiries some days.

Numerous calls of the following nature are services without field checking:

- People giving an address and inquiring what zoned district it is in.
- Calls and inquiries on the requirements for 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 and parking requirements in existing districts.

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 and other 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 and very frequently there is no justification.

We have been able to get compliance without court cases when encountering violations but there have been times when we must utilize the services of the City Attorney to do so.

There were three formal variance requests processed with the Board of Adjustment in 1985. Two were approved and one was denied.

- 1.) A side lot variance of 2 feet was granted to James Forde, 309 22nd Avenue South in order that his attached garage could be enlarged.

- 2.) A front yard setback variance was granted to Steven Knudson. This permitted him to locate the house built at 3127 Village Green Drive East Loop in a manner that would fit the odd shaped cul-de-sac lot and the neighborhood better than if the zoning setback requirements had been used.
- 3.) A variance was denied for Fred Feltus of 425 Dudrey Court. His request for a variance was two-fold. One being a side lot variance request for an attached garage, and the other involving excessive lot coverage. There were at least two valid reasons for denial. The lot already was excessively small and the side lot would have created a hardship for the neighbor.

The status of the "Home Occupation Use" remains essentially unchanged. Each year some are discontinued and a few new ones start. There are numerous inquiries from persons to whom we mail the information and occasionally check the property, but most choose not to pursue their proposal of their own accord.

When a proposal is submitted for a "Home Occupation Use" I always discuss the proposal with the Planning Director and my supervisor. If need be I discuss it with whichever other city personnel may be effected before I respond affirmatively or negatively.

- 5-23-85 Granted to Craig Wolhowe at 1505 South 8th Street.
- 6-4-85 Granted to Bonnie J. Anderson, 920 North 16th Street.
- 6-21-85 Denied to Mark Nyberg, 818 12th Avenue South. Continued to maintain an office after moving from the premises.
- 8-21-85 Denied to Tim Everling, 919 North 17th Street. Ordered to discontinue a wood selling business as the entire back yard was used to stockpile.
- 9 -- 85 Ordered to discontinue business. James Sabot of 2724 Village Green Blvd. who continued to operate a business utilizing 2 or 3 outside workers. His operation caused neighborhood problems. A long process and lots of staff time involved in gaining compliance.
- 12-20-85 Granted to Richard Phelps to have his home office if no outside help was hired.

GENERAL COMMENTS

The scope of services the Building and Zoning Codes Division staff administers goes far beyond simply permit issuance and making field inspections in order for the division to function effectively.

There is a considerable amount of administrative functions in addition to plan review work - code research - pre-stage site checking - field inspections - complaints to investigate - meetings with developers, designers, contractors and individuals - inter-departmental meetings - public information meetings - seminars and code meetings that should be attended - self training reading and studying - volumes of record keeping and numerous other efforts.

The hours spent by knowledgeable staff on preconstruction plan checking on proposals from design professionals, contractors and homeowners are time, money and problem savers for proposers and staff alike when the construction project is actually in progress.

The ongoing need for outside studying and attendance at seminars to remain current on technology changes is very important. The new information gained on codes, building industry material, and methods of fabrication is beneficially passed on to local design professionals and contractors for the benefit of construction done in the jurisdiction.

The Building Code Division probably has as much or more interdepartmental relationship than any single division. It has always been our policy to interrelate with these other divisions when new and remodeling construction proposals are received. This is done so other divisional policy requirements effected by a proposal may be introduced to the proposer in the preconstruction stage. Examples:

- 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.

Efforts toward better Public Relations is an important facet in the daily performance of our enforcement work. To further enhance these public relation efforts the staff is also active in various local organizations and groups. Additionally, there is also the frequent attendance and participation necessary at informational meetings with 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. Called for inspections relating to plumbing and gas piping air tests and inspections as well as some others must be accommodated with relative timeliness. This frequently involves traveling from one end of the city to the other on successive inspections. This is disruptive to our planned schedules. We have not been faced with the luxury of tract house areas where many field inspections can be made in a given area without cross town travel being involved.

The outside training the city has provided in the past for the division staff has been invaluable. This, along with our self-devoted studying has enabled us to make field inspections and perform our other duties with a great deal of efficiency. It has also provided us with the ability to make intelligent decisions based on actual requirements and facts. Though the present field workload cannot be handled totally adequately by the present staffing, we will continue to expend the best possible efforts.

The 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.

City of Moorhead Fire Department

FIRE ADMINISTRATION • BUILDING CODES • ENVIRONMENTAL HEALTH • ZONING • HOUSING
299-5434 299-5424 299-5428 299-5424 299-5434

111 - 12th STREET NORTH
MOORHEAD, MINNESOTA 56560



TO: Marlan Anderson, Fire Chief
FROM: Don Lawrence, Director of Environmental Health
SUBJECT: 1986 Annual Report

Listed below are summaries of the majority of the program areas covered by the Division of Environmental Health.

Much thanks for Marge Lokken and Lynn Wagman, for their expertise and consideration throughout the past year.

RESTAURANTS

Conference/Phone Calls	414
Correspondence/Orders	92
Investigation/Inspection	71
Samples Collected	53
* Partial Investigations	77
Complaints/Investigations	5
Enforcement	2

* A partial inspection covers only several items from a complete inspection. Examples would be observing procedures for the thawing of meat, checking temperatures of a food product, or checking for the use of sulfides as a preservative in salads.

FOOD HANDLER EDUCATION

Conference/Phone Calls	17
Correspondence (estimate)	40
Lecture	1

The course consists of a one day lecture for all food service owner/operators to attend, and is required by local ordinance.

PLACE OF REFRESHMENT

Correspondence/Orders	8
Inspections	12

This would cover bars, limited food, ice cream trucks, mobile units.

DEPARTMENT OF AGRICULTURE/F.D.A.

Consultation/Phone Calls	16
Investigations	1
Complaints	1

The inspections are based on complaints which have been referred to the Department of Agriculture, such as food from grocery stores containing a foreign object; or may involve complaints concerning the quality of a particular product.

BOARDING/LODGING

Conference/Phone Calls	60
Correspondence/Orders	22
Inspections	22

Boarding/Lodging covers rest homes and day care.

HOTEL/MOTEL

Conference/Phone Calls	10
Correspondence/Orders	10
Inspection	10
Complaints/Investigation	1

SWIMMING POOLS

Conference/Phone Calls	92
Correspondence/Orders	65
Inspections/Investigations	15
Samples	42
* Partial Investigation	67
Complaints/Investigations	2
** Closure/Enforcement	7

* A partial investigation would include checking water quality, pH and chlorine levels, safety gear, and checking for sanitary conditions.

** Closure/enforcement would refer to ordering a pool to be closed for public health reasons, such as insufficient chlorine or exceptionally cloudy water.

MOBILE HOME PARK

Conference/Phone Calls	15
Correspondence/Orders	6
Investigation/Inspection	6
Complaints/Investigation	1

TATOO PARLORS

Conference/Phone Calls	7
Correspondence	1
Inspection	1

MCIAA (MINNESOTA CLEAN INDOOR AIR ACT) SMOKING LAWS

Conference/Phone Calls	15
Investigation	4
Samples	1

LOCAL GOVERNMENT ACTIVITIES

Conference/Phone Calls	68
Correspondence	5
Meetings	31

Activities related to various city departments (i.e., Planning, Zoning, Police Department, Wastewater).

COMMUNICABLE DISEASE

Correspondence	3
Complaints/Investigations	0

NUISANCE PROGRAM

Consultation/Phone Calls	197
Inspections	125
Complaints	37
Orders/Correspondence	53
Information	7

The nuisance program consists of abandoned cars and refrigerators, birds, rodents, bees, messy yards, garbage, junk, debris, etc.

P.C.A. AND RELATED SUBJECTS

Consultations/Phone Calls	132
Orders/Correspondence	15
Investigation/Inspection	21
Meetings	4
Samples	7
Complaints, Investigations	5

P.C.A. (Pollution Control Agency) and related subjects would include indoor/outdoor air contamination, petroleum spills, bailing and monitoring wells.

WEED PROGRAM (MAY--SEPTEMBER)

Don Lawrence:

Consultations/Phone Calls	115	
Inspections	44	
Complaints	4	
Supervisory	75	(Hours)

Les Moore:

Consultation/Phone Calls		
Inspections	(333 x 2)	666
Complaints		151
Orders		333

Out of the 333 orders written, 227 were brought into compliance by the owner and 95 were referred to Operations and Maintenance for cutting. Of the 95 referred to Operations and Maintenance, 38 billings were paid, 57 were assessed to the property (\$3,325.00), and approximately 11 were absorbed.

The mound abatement program was not completed. Six of the 50 mounds were removed by the owners, and the files of the remainder are located in the office of the city attorney.

MOSQUITO PROGRAM

Consultation/Phone Calls	125
Meetings	3
Samples Collected	118

Mosquitoes separated, identified:

	<u>Culex Tarsalis, Female</u>	<u>Aedes</u>
1985:	215	6,883
1984:	233	14,334

The program runs from May 15 until the first frost or very low mosquito counts, and traps are stationed in north and south Moorhead.

The mosquitoes are separated from other insects, the females are separated from the males, and then counted. The results are sent to the state health department and correlated with the Fargo Health Department.

The Aedes are the early season nuisance type, and the Culex tarsalis is the public health concern, since they are capable of carrying the "sleeping sickness virus." This type normally appears in July and August.

The nuisance mosquito count was down from 1984, but the Culex mosquito remained approximately the same.

X. DISEASE OUTBREAKS AND INVESTIGATIONS

None Reported TYPE OF OUTBREAKS	NUMBER OF INVESTIGATIONS			* PERSONS INTERVIEWED		COL. 5 OUTBREAKS ATTRIBUTABLE TO LICENSED FACILITIES	COL. 6 PERSONS AFFECTED BY OUTBREAKS IN LICENSED FACILITIES	COL. 7 OUTBREAKS CONFIRMED
	COL. 1 LARGE (> 10 HRS) INVESTIGATIONS	COL. 2 SMALL INVESTIGATIONS	COL. 3 LARGE (> 10 HRS) INVESTIGATIONS	COL. 4 SMALL INVESTIGATIONS				
	1. Foodborne							
2. Waterborne								
3. Unknown								
4. Person-Person								
5. Rabies								
6. Immunization Related								
7. Tuberculosis								
8. STD								
9. Other (Specify):								
10. Other "								
11. Other "								

* IF THERE ARE INVESTIGATIONS, INCLUDE NUMBER OF PERSONS INTERVIEWED

** IF THERE ARE INVESTIGATIONS, INCLUDE NUMBER OF OUTBREAKS CONFIRMED

XI. ENVIRONMENTAL HEALTH ACTIVITIES

	COL. 1 FACILITIES IN AGENCY'S JURISDICTION AS OF DEC. 31	COL. 2** FACILITIES INSPECTED BY CHS	COL. 3 INSPECTIONS BY CHS	COL. 4 COMPLAINTS RECEIVED	COL. 5 COMPLAINTS INVESTIGATED THROUGH INSPECTION	COL. 6 ENFORCEMENT ACTIONS	COL. 7 FACILITY PLANS REVIEWED
FACILITIES							
1. Food - Beverage	94	103	81	5	5	2	5
2. Lodging	8	8	10	1	1	0	
3. Mfg. Home Parks, Rec/Camp Areas	5	5	5	1	1	0	
4. Children's Camps							
5. Swimming Pools	17	17	15	2		7	
6. Permitted Solid Waste Landfills							
7. Ice Arenas	2	2	2	0	0	2	
8. Non-Community Public Water Supplies							
9. Temporary Facilities							
10. Institutions							
11. Hazardous Waste							
12. Food Vending Machines							
13. Other (Specify):							
14. Other (Specify):							
ACTIVITIES							
15. Public Health Nuisance Control /needs				Total Inspections		836	
16. Vector Control							
17. Housing Code							
18. Private Wells							
19. Private Sewage Systems							
20. Animal and Fowl Control							
21. Waste Haulers							
22. Other (Specify):							
23. Other (Specify):							

* TO BE USED ONLY WHEN THE AGENCY HAS A CONTRACT WITH MDH TO DO INSPECTIONS
 ** SHOULD BE THE SAME NUMBER AS, OR LESS THAN "INSPECTIONS BY CHS" COLUMN 3

XII. FOOD ESTABLISHMENT INSPECTION SCORES

Score	Number of Inspections
1. 91 - 100	48
2. 81 - 90	23
3. 70 - 80	8
4. Below 70	2
TOTAL*	81

*SHOULD EQUAL THE TOTAL OF COLUMN 3, PART XI

LETTERS OF APPRECIATION

ISO COMMERCIAL RISK SERVICES, INC.

12 S SIXTH STREET MINNEAPOLIS, MN 55402 (612) 338 8200

CHARLES S. WRIGHT, CPCU
MANAGER

July 22, 1985

Honorable Morris L. Lanning, Mayor
Municipal Building
500 Center Ave, Box 779
Moorhead, MN 56560

Dear Mayor Lanning:

We wish to thank you, Marlan Anderson, Tom Heller and others for the cooperation given to our representative during our recent survey. We have completed our evaluation of the fire insurance classification for your city and confirm that Class 4 continues to apply.

The purpose of our visit was to gather information needed to determine a fire insurance classification which may be used to develop fire insurance rates. This survey was not conducted for property loss prevention or life safety purposes and no life safety or property loss prevention recommendations will be made.

The city classification applies to properties with a needed fire flow of 3500 gpm or less. The private and public protection at properties with larger needed fire flows are individually evaluated, and may vary from the city classification.

We are attaching a copy of the Grading Sheet. Extra copies of this letter and attachment are enclosed so that you may distribute them to other interested parties, if you desire to do so.

If you have any questions concerning our survey and grading, please let us know.

Very truly yours,

T. G. Ryan
Supervisor
Survey Services

tgr:jh

cc: MWRO/CRS
HO/CRS

Gary -

8/12/85

Thanks to you & your
staff for taking the
time to send us a
copy of the coordination
covering batteries for
smoke detectors -

it is appreciated.

Sincerely,
Sam Aggie

**GREATER
FARGO-MOORHEAD
Convention and Visitors Bureau**

Vince Lindstrom, Executive Director
Joni M. Norby, Assistant Director
Loree Kreps-Flick, Sales Manager

701 Main Avenue
P.O. Box 2164
Fargo, ND 58107
(701) 237-6134
ND Toll FREE
1-800-732-2422 #155
Nation-wide Toll FREE
1-800-362-3145 #155

September 4, 1985

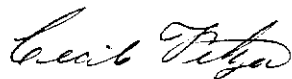
Moorhead Fire Department
Chief Merlan Anderson
1121 1st Ave. North
Moorhead, MN 56560

Dear Chief Anderson:

Thank you so much for participating in the Labor Day Parade. Not even buckets of rain could dampen the enthusiasm of participants and the community folks who came out for what many called the best parade ever.

Plans are already being made to do it again next year. Please pass along our thanks to all who participated from your organization.

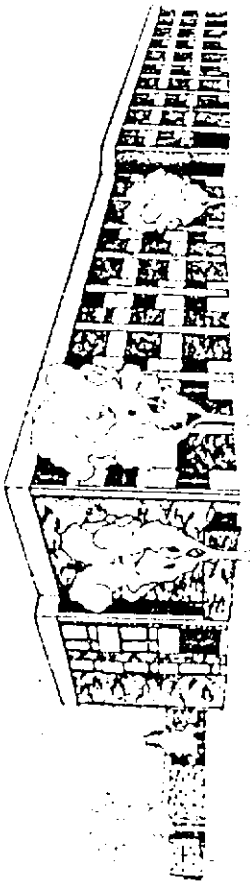
Sincerely,



Cecile Fetzner, Parade Coordinator
Teamsters Local 116



Vince Lindstrom
Director



Moorhead

Area Vocational Technical Institute

Outside Lutheran Home

Moorhead, Minnesota

9-30-85

Henry

Thank you very much for presenting
your vicennial on Fire Safety last

Friday. I've already heard many
positive comments.

Thank you again! It was much appreciated!

Carol Martin RN
-- Service Director

I'd like to say . . .

Barry

Thanks for your willingness
to help us with the Fire
Safety demonstration

Kathy Woysted

October 19, 1985

Mr. Morris L. Lanning
Mayor
Box 779
Moorhead, Minn 56560

Bob F. [unclear]
Gandy [unclear]
Charles Gandy
Minn [unclear]

Mr Lanning:

I appreciate your time and effort on following up on the weeds in my neighborhood. I am happy to inform you that the weeds were cut promptly and consistently through out the summer. I hope in the future this will continue to be so.

Yours sincerely,

Kathie Lovchumb
411 N 18th St
Moorhead, Minn 56560

HARBOR SCHOOL

(A Tax Exempt Organization)

Moorhead-Fargo School for the Handicapped

Box 844

Moorhead, Minnesota 56560

Dec 9, 1985

Moorhead Fire Department
1120 1st Ave North
Moorhead, Minn. 56560

Dear Friends,

Your generous gift to Harbor School was received and we are grateful to the Moorhead Fire Department for sharing the amount of \$100.00 with us.

We are filled with gratitude for friends like you who support us in providing a school for our students.

Thank you and we wish you a Blessed Holiday Season.

Sincerely,

Mrs. Virgil Prager
Corresponding Secy.

December 17, 1985

Mayor Morris Lanning
City Hall
Moorhead, Mn. 56560

Dear Morrie,

Your Official Proclamation naming November 26, 1985 as Jack Hilleboe Day hangs in a prominent place in our household and always will.

Floyd Fagerlie certainly represented the City of Moorhead well when he presented us the award. I'm not sure we deserved all his comments, but we still cherished them.

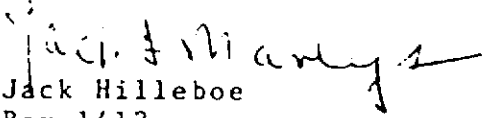
I need not tell you what a fine asset that Floyd is to your administration.

We have been close friends for years.

I hope to continue in a small way my association with Moorhead and the building industry.

Thanks.

Sincerely,


Jack Hilleboe
Box 1413
Fargo, ND 58107

JAH/mah
cc: Floyd Fagerlie

For all of your good people,



Thank You
So Much



Can't thank you all enough
for your kindness and all
you did to save Ed's life.

This extra-special thank you note
For all of you today
Holds more appreciation
Than any words can say
For you're the nicest
kind of people
This world has ever known
And you'll never be forgotten
For the thoughtfulness you've shown

Mrs. Ed Lawson & Aaron
& family of Ed
2002 South 16th
Mankato

Just want to say
There's no one who
Deserves more thanks



Than you sure do!
As far as I'm con-
cerned you are the
most important &
efficient people in
town. Thank you
more than I can say!
Elizabeth Best

The family wishes
to thank your team
for their great
efforts the morning
of June 20th.

You were called
to the home of J.B.
Ramshalm and because
of your promptness and
efficiency he is still
with us today.

The doctors and nurses
(cont.)

at St. Ansgars Hospital
have also made many
comments on what
a great team you
all are.

Our sincere thanks
from the family of
J.B. Ramshalm



QUALITY FOOTWEAR FOR

WORK • SPORT • LEISURE • SAFETY

1-13 '85

Dear Al Seeth,

Thank you for the tour We really appreciate your Consideration and Hospitality. It was interesting and I believe the boys really enjoyed them selves. Keep up the fine work you and your crews are doing for the Community.

Sincerely,
Tiger Cubs Pack 644
and the Parents



concordia college

DEPARTMENT OF
HEALTH, PHYSICAL EDUCATION AND ATHLETICS
(218) 298 4424

Moorhead, Minnesota 56560

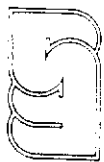
April 4, 1985

Marty Seeth
Northside Fire Station
1120-1st Avenue North
Moorhead, Minn. 56560

Dear Mr. Seeth,

I thank you very much for letting us see your Reserve. Area for our recent CPR training session at Concordia College. We appreciate your kindness and cooperation.

Sincerely,
Vivian Wenzel



moorhead state university
moorhead, minnesota 56560

September 12, 1985

Marty Soeth
812 N. 20th
Moorhead, MN 56560

Dear Mr. Soeth:

Thank you very much for agreeing to be a part of our panel on October 25 at the workshop "Unanticipated Death." The following is a brief description of the workshop: "this one day workshop will focus on the impact of a sudden or unanticipated death on the family. Specific content will include dealing with unresolved guilt, grief reactions in relation to the type of loss and the impact of unexpected death on children."

Dr. John Brantner will be sending me a specific time schedule of what he'll be doing and as soon as I get that I'll send you a copy. What he described for the panel is that each person should give about a 15 minute presentation of their reactions and experiences in dealing with the immediate family or other survivors of unanticipated death. John is a nationally-known speaker but more important a very sensitive and skilled practitioner and I really think you'll enjoy working with him on this panel.

As we discussed, could you please send me a brief resume of yourself to use for our brochure.

Again, thank you for your willingness to participate in this workshop.

Sincerely,

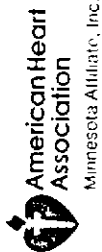
Barbara Hisley

Barbara Hisley
Coordinator of Nursing
Continuing Education

an equal opportunity employer



4100 West 77th Street, Minneapolis, Minnesota 55434 (612) 835-3300



American Heart
Association
Minnesota Affiliate, Inc.

September 3, 1985

Martin Soeth
812 20th Street North
Moorhead, MN 56560

Dear Marty:

The American Heart Association, Minnesota Affiliate is proud of the dedicated efforts of volunteers who have contributed to the success of the Emergency Cardiac Care program since its inception ten years ago.

We are grateful for the time and effort you have devoted to the development and maintenance of this program and your leadership role in insuring the quality of instruction in Minnesota. Your background and expertise are important to the Affiliate and I hope you will agree to continue your commitment during this 1985-86 fiscal year by serving as:

Member of ECC Subcommittee
Member of BLS Affiliate Faculty

The first meeting of the new fiscal year for the ECC Subcommittee will be at 5:30 p.m. on Thursday, October 3, 1985 at the Affiliate office. A light supper will be available.

This will be a significant year for our subcommittee as we will have the responsibility to determine the plan to implement the revised standards for ECC and CPR in Minnesota when they are available from National.

Thank you for your consideration of this invitation to continue your commitment. I look forward to the opportunity to work with you in setting new directions for our ECC program.

Sincerely,

Morris Miller

Morris Miller, R.N., Chairperson
Emergency Cardiac Care Subcommittee

WE'RE FIGHTING FOR
YOUR LIFE