

M O O R H E A D F I R E
D I V I S I O N S
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A N N U A L R E P O R T

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CITY OF
MOORHEAD
FIRE DEPARTMENT

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

MEMORANDUM

TO: James Antonen, City Manager
FROM: Gary L. Schulz, Fire Chief *ALS*
RE: 1991 Fire Department Annual Report

The total fire loss for 1991 was \$259,300.00, which is a decrease of approximately 26.4% compared with the total fire loss of \$352,240.00 in 1990. There were 1,359 emergency runs in 1991 as compared to 1,375 in 1990, which is a decrease of approximately 1.2%.

Emergency medical responses for 1991 totaled 915, which is approximately 67.4% of the total emergency responses for the Moorhead Fire Rescue. I believe these totals show the need for the service and also the responsibility of the Moorhead Fire Rescue toward emergency medical responses.

I believe the continuous high percentage of emergency medical responses is due to many things. One, it shows a need for this service by the citizens of Moorhead, it shows the service is wanted by the citizens of Moorhead, and it also shows the dedication of the Fire Fighters who respond to these emergency situations.

There were no fire deaths in our community in 1991.

Listed below are some of the changes and events which occurred in our department in 1991:

February:

Gary Schulz, Acting Fire Chief, was appointed as the new Fire Chief.

March:

A Haz Mat Trailer was purchased from the Metz Company.

Two Automatic Defibrillators were purchased from Physio Control.



October:

Carroll Simpson, Fire Fighter, passed away after battling with cancer for approximately three years. Carroll will be missed by all of us from the Fire Department.

December:

Dan Schoonhoven was hired as Fire Fighter.

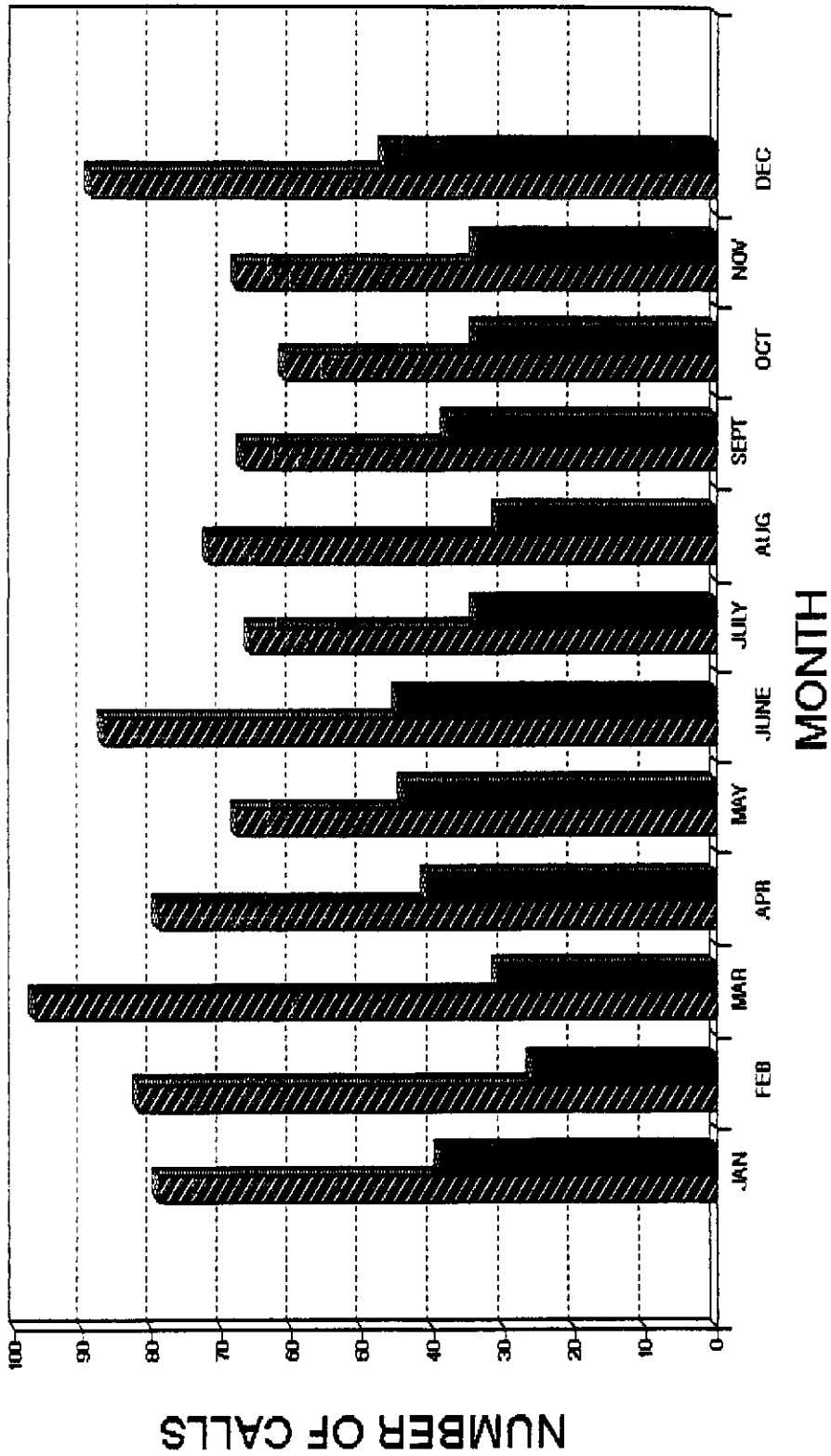
I feel a very special thanks must go to the Fire Fighters and Officers of the Moorhead Fire Department and also to all the employees of the Fire Administration Office. Without their experience, dedication and support, the Moorhead Fire Department and Codes Office could not operate as efficiently and 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.

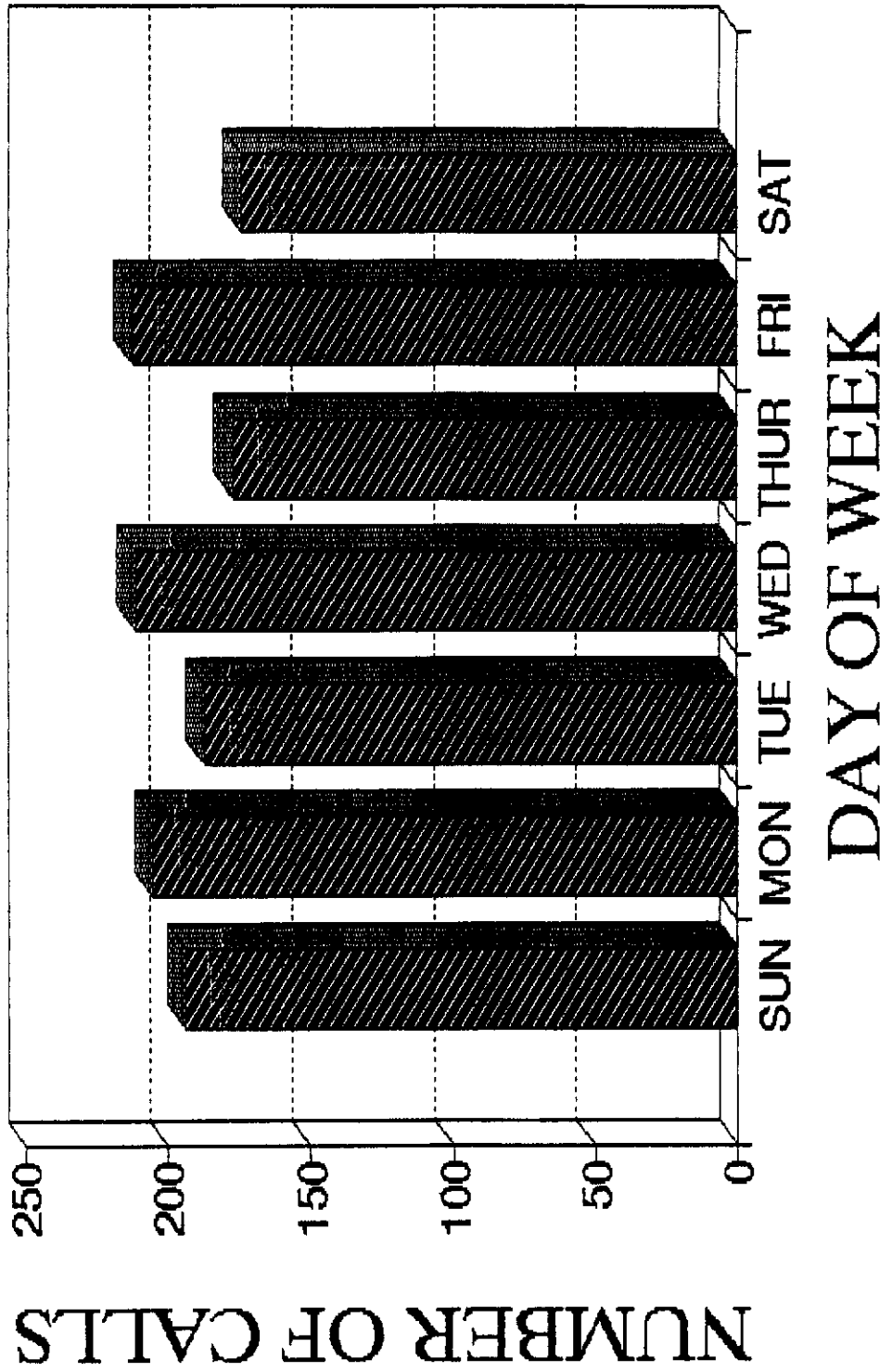
1991
**BREAKDOWN OF RESPONSES
 ACCORDING TO PROPERTY USE**

RESPONSES ACCORDING TO Property Use (Occupant)	NUMBER OF RESPONSES	ESTIMATED PROPERTY DAMAGE FROM FIRE
1. Private Dwellings (1-2 family) including mobile homes	19	\$140,300.00
2. Apartments (3 or more families)	6	56,500.00
3. Hotels & Motels	1	-0-
4. TOTAL RESIDENTIAL RESPONSES (SUM OF LINES 1 THROUGH 3)	26	\$196,800.00
5. Public Assembly (Church, restaurant, etc.)	0	\$ -0-
6. Schools & colleges	2	-0-
7. Health Care (Hospitals, Nursing Homes, etc.)	1	3,000.00
8. Stores & Offices	3	23,000.00
9. Industry, Utility, Manufacturing, etc.	0	-0-
10. Storage in Structures (vehicle storage garages, general storage, etc.)	0	-0-
11. Other structures (vacant buildings, (etc.)	1	-0-
12. TOTALS FOR STRUCTURE FIRES (SUM OF LINES 4 THROUGH 11)	33	\$222,800.00
13. Fires in highway vehicles (autos, trucks, etc.)	35	35,100.00
14. Fires outside of structures with value involved, but not vehicles (outside storage, timber, etc.)	5	1,400.00
15. Fires in brush, grass, with no value involved	5	-0-
16. Fires in rubbish, dumpsters	16	-0-
17. Other fires	0	-0-
18. TOTAL FOR RESPONSES (SUM OF LINES 12 THROUGH 17)	94	\$259,300.00
19. Rescue, Emergency Medical responses	915	-0-
20. False alarm responses (malicious or unintentional false calls, system malfunctions, bomb scares	173	-0-
21. Mutual aid or assistance responses	0	-0-
22. Hazardous Materials Responses (Spills, etc.)	18	-0-
23. Other Hazardous Responses (arcing wires, power line down, etc.)	17	-0-
24. All other responses (smoke scare, lock outs, animal rescues, etc.)	142	-0-
25. TOTAL FOR ALL INCIDENTS (SUM OF LINES 18 THROUGH 24)	1,359	\$259,300.00

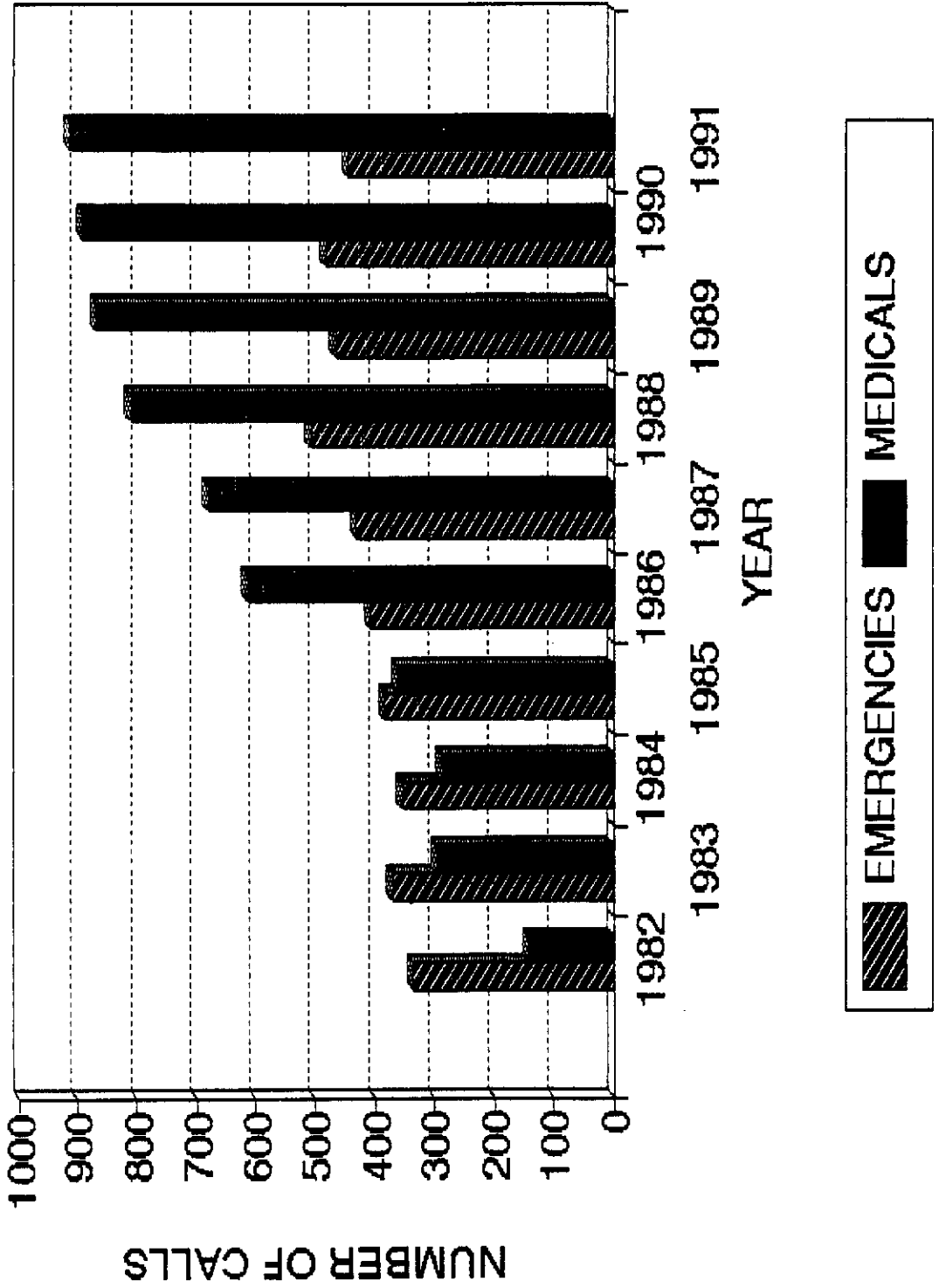
ALARM CALLS BY MONTH



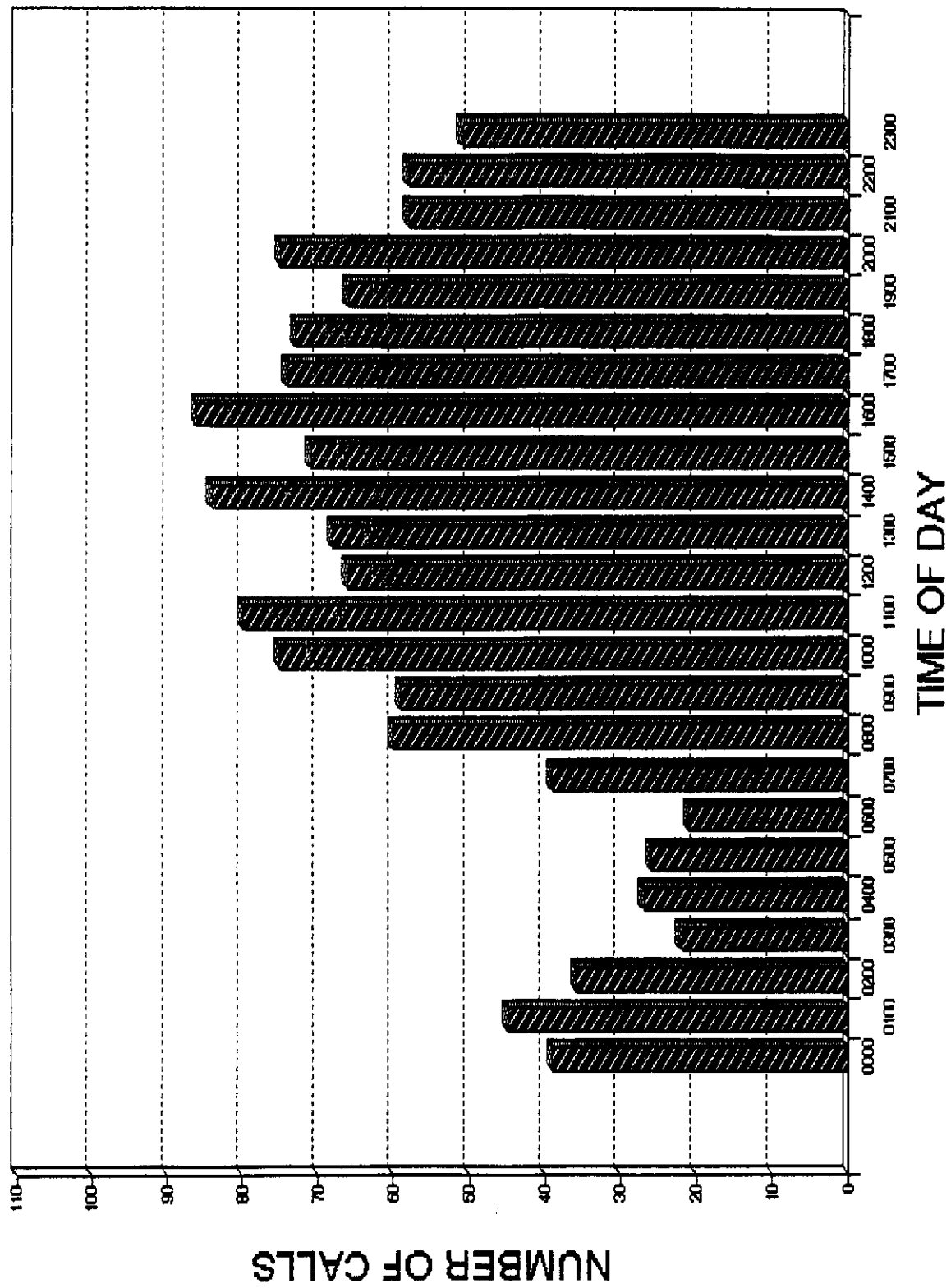
1991 CALLS BY DAY OF WEEK



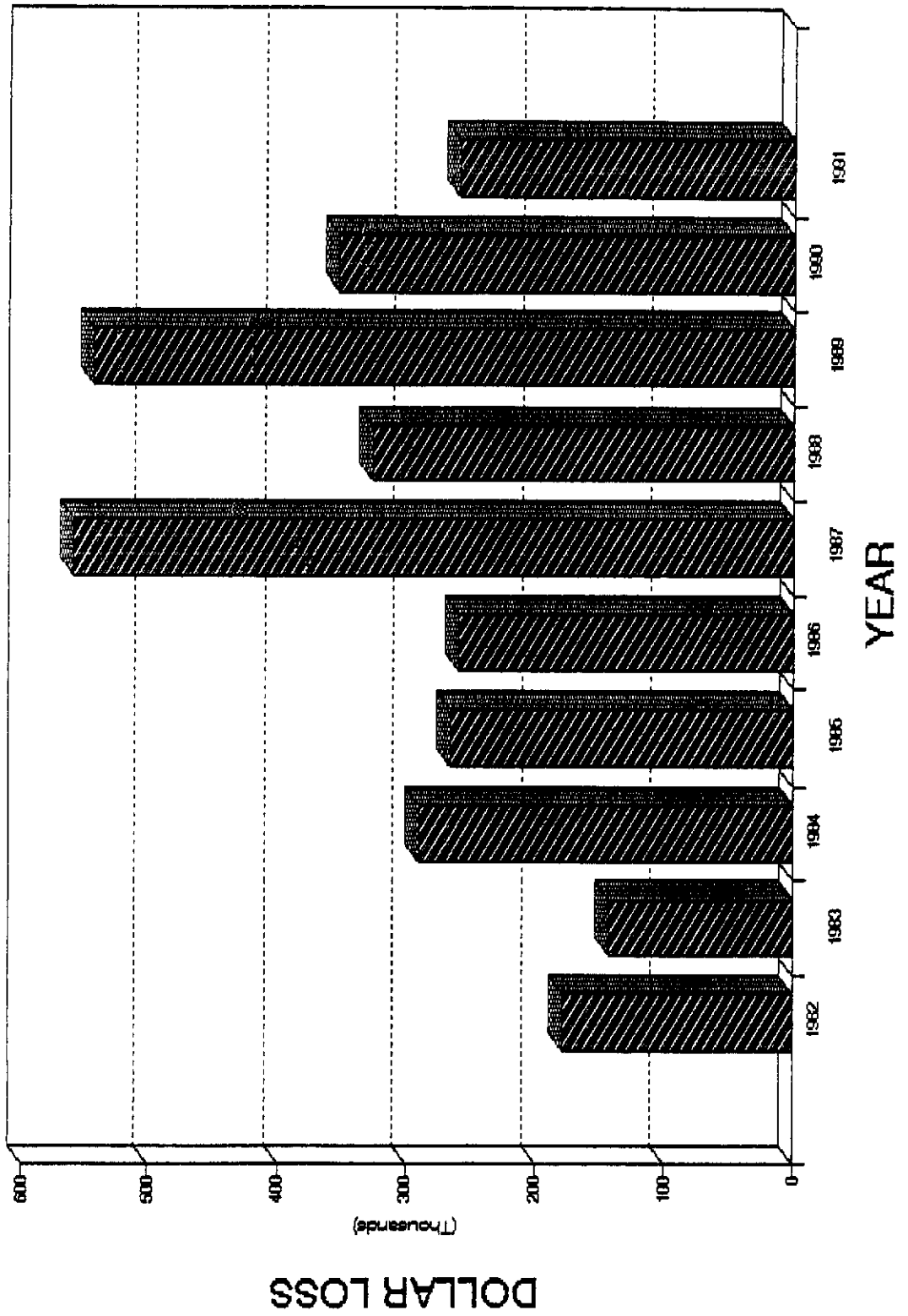
ALARM CALLS 1982-1991



EMERGENCY RUNS BY TIME OF DAY



TEN YEAR FIRE HISTORY



FIRE DEPARTMENT VEHICLES
1991

<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	1979
908	North	Utility Truck	GMC	1989
910	North	Aerial Platform	Sutphen	1977
907	South	3/4 Ton Van	GMC	1985
912	North	Pick-up Truck	Ford	1989
900	North	4 Door Passenger (Chief's car)	Pontiac 6000	1987
902	North	4 Door Passenger (Fire Prevention)	Dodge Aries	1985
922	North	Pick-up Truck (Building Codes)	Dodge Ram	1986
923	North	4 Door Passenger (Env. Health)	Dodge Aries	1985
924	North	4 Door Passenger (Building Codes)	Pontiac 6000	1987

CITY OF
MOORHEAD
FIRE DEPARTMENT

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

MEMORANDUM

TO: Jim Antonen, City Manager
FROM: Gary L. Schulz, Fire Chief *GLS*
RE: 1991 Fire Prevention Annual Report

Enclosed is the total 1991 annual report for the Fire Prevention Division. These reports include the Fire Marshal, Assistant Fire Marshal, Housing Inspector and Fire Suppression Shift Inspectors.

In 1991, the fire loss within the City of Moorhead was \$259,300.00. This is a decrease of 26% from 1990 and a decrease of 47% from 1989.

In 1991, the incidents of arson again dropped; there were four arson incidents. This is an all time low incident rate and well below the nine year average of 14 per year. This is extremely important when statistics show that arson incidents normally rise during troubled economic times.

The statistics from the shift inspections of rental property indicate the need for these inspections. The statistics of violations found and corrections made indicate that corrections are being made and thus rental housing property becomes safer for the residents of Moorhead.



1991 FIRE PREVENTION REPORT
COMMENTARY: THE IMPORTANCE OF FIRE PREVENTION

In recent years the importance of a Fire Prevention Division has become evident. Government officials, the citizens themselves, and even Fire Officials see the benefits of this Division toward fire safety for the community. The Fire Prevention Divisions have become a very important part of most Fire & Rescue Departments.

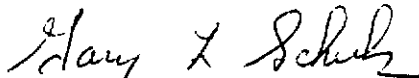
Because of the apathy the American people have toward fire, believing that fire will always happen to someone else, we are one of the last large countries in the world to address Fire Prevention in our fire services. The statistics from countries with a strong fire prevention program shows that it works. The foreign cities and countries with a strong Fire Prevention Division show a dramatically lower fire loss in both dollars and lives.

To achieve this type of fire safety for its citizens the American Fire Prevention Divisions are changing dramatically. There is a demand for greater expertise of the inspectors involved with code enforcement, thus greater fire safety is included in new buildings and maintained in existing buildings.

There is also being delivered more public education in relation to fire safety. This is reaching all citizens from the day cares through the school age years and onto the civic and elderly groups.

Many statistics show that Fire Prevention is working in most areas. The incidence of fires and the loss of lives have been steadily reduced. Many believe this is due to a strong Fire Prevention Division in their Fire & Rescue Departments.

Respectfully submitted,



Gary L. Schulz
Fire Chief

CITY OF
MOORHEAD
FIRE DEPARTMENT

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

QUARTERLY FIRE PREVENTION REPORT

JANUARY 1, 1991 THRU DECEMBER 31, 1991

	<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	345	429	925	433	2,132
Fire Prevention Bureau Inspections	672	571	676	490	2,409
Written Violations	945	719	1,201	559	3,424
Verbal Violations	12	27	26	32	97
Corrections	812	812	1,132	630	3,386
Housing Inspections	199	293	511	248	1,251
Units Inspected	280	382	1,221	364	2,247
Commercial Inspections	469	248	125	211	1,053
Building Code Inspections	1	27	67	10	105
Foster Care	3	4	4	5	16
Bar Inspections	0	0	0	0	0
New Inspections	332	297	321	243	1,193
Reinspections	340	275	355	247	1,217
Complaint Inspections	18	33	56	50	157
<u>TIME SPENT IN THE FOLLOWING AREAS (HOURS):</u>					
Meetings & Conferences	62	125	128	100	415
Schools Attended	198	103	6	42	349
Fire Investigations	2	13	6	2	23
Fire Safety Classes Given	17	8	14	146	185
Fire Department Duties	346	469	545	611	1,971
Court Related Appearances	6	3	0	18	27
Plan Checks	<u>2</u>	<u>10</u>	<u>6</u>	<u>13</u>	<u>31</u>
TOTAL HOURS	633	731	705	932	3,001

Respectfully Submitted,

Gary L Schulz
 Gary Schulz
 Fire Chief

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PUBLIC FIRE EDUCATION CLASSES

Public fire education again included the "Friendly Monster Program" in 1991. In this program, the Fire Fighter shows the students the fire fighting gear that is used during a fire situation so they become familiar with the gear. The Fire Fighter also teaches the students not to fear Fire Fighters or hide from them in a fire situation.

The teachers involved have high praise for the program, and automatically request a repeat of this program annually for their students. This program has now entered into the day care/preschool area.

The following statistics represent the entire public fire education classes given by the Moorhead Fire Prevention Division in 1991.

Respectfully submitted,



Gary L. Schulz
Fire Chief

PUBLIC FIRE EDUCATION CLASSES
FOR 1991

Jan. 7	Home Fire Safety	MSU - Nemzek (Health class)	20
Jan. 9	Home Fire Safety	Washington School	25
Mar. 11	Building Safety	Moorhead Technical College	20
Apr. 9	Industrial Safety Class	MSU - Hagen Hall	18
Apr. 12	General Fire Safety	Eventide Living Center	34
Apr. 18	General Fire Safety	Edison Elementary	24
Jun. 29	Rental Housing Requirements (Community Information Day)	Romkey Park	200
Jul. 25	Safety House (P.D. Youth Day)	South Station	100
Jul. 31	Safety House (Eventide Children Day)	Eventide	100
Aug. 13	Equipment Demonstration	M.B. Johnson Park	110
Oct. 3	Fire Fighters are Heroes	Edison School	20
Oct. 11	General Fire Safety	Washington School	30
Oct. 16	Friendly Monster Program	Trinity Pre-School	30
Nov. 6	General Fire Safety	MSU	20
Nov. 7	Friendly Monster Program	Probstfield	25
Nov. 7	Friendly Monster Program	Probstfield	47
Nov. 7	Friendly Monster Program	Probstfield	49
Nov. 8	Friendly Monster Program	Probstfield	25
Nov. 8	Friendly Monster Program	Probstfield	25
Nov. 8	Friendly Monster Program	Probstfield	25
Nov. 8	Friendly Monster Program	Probstfield	25
Nov. 8	Friendly Monster Program	Probstfield	25
Nov. 12	Friendly Monster Program	MSU Pre-school	66
Nov. 13	Friendly Monster Program	MSU Pre-school	14
Nov. 13	Certified Apartment Manager	First Interstate Bank	15
Nov. 20	General Fire Safety	Carriage House	40
Nov. 26	Using Fire Extinguishers The Right Way	Red River Electric	15
Dec. 4	Home Fire Safety	Washington School	28
Dec. 10	Fire Fighter Career	Pistol Range, Moorhead P.D.	20

TOTAL: 1,195

EVALUATION OF CLASS GIVEN
 BY MOORHEAD FIRE PREVENTION DIVISION

Friendly Monsters

CLASS Mrs. Hummel's 1st Grade DATE 11-8-91
 STUDENTS 25 ↑
 INSTRUCTOR AL BANDUIK

	POOR	FAIR	AVERAGE	GOOD	EXCELLENT
1. Was the class information helpful to students in the area of fire safety and fire prevention?					✓
2. Was the class information presented relevant to the education level of the students?					✓
3. What was the appearance of the instructor?					✓
4. Did the instructor make the class interesting for the students?					✓
5. Would you recommend this class to other students or request this class to be repeated next quarter, year, etc.?					✓

6. Other questions or comments:

I thought the program was excellent! The kids loved trying on the equipment, etc.

The class instructor did a good job with the children too - he kept their interest and the dialogue on a level that they could understand!

EVALUATION OF CLASS GIVEN
BY MOORHEAD FIRE PREVENTION DIVISION

CLASS Industrial Fire Safety DATE 4-9-91
STUDENTS MSC
INSTRUCTOR Gary L Schuy

	POOR	FAIR	AVERAGE	GOOD	EXCELLENT
1. Was the class information helpful to students in the area of fire safety and fire prevention?				✓	✓
2. Was the class information presented relevant to the education level of the students?					✓
3. What was the appearance of the instructor?					✓
4. Did the instructor make the class interesting for the students?					✓
5. Would you recommend this class to other students or request this class to be repeated next quarter, year, etc.?					✓

6. Other questions or comments:
Gary Schuytze was an excellent speaker and related his experiences to the class in a very positive manner from a safety aspect. I would recommend that this type of public education continue whenever possible.

EVALUATION OF CLASS GIVEN
BY MOORHEAD FIRE PREVENTION DIVISION

CLASS Concordia HeadStart DATE 3-15-91
 STUDENTS 4 and 5 yr. old HeadStart Children {15 each?} session
 INSTRUCTOR AL BANDUIK

	POOR	FAIR	AVERAGE	GOOD	EXCELLENT
1. Was the class information helpful to students in the area of fire safety and fire prevention?					✓
2. Was the class information presented relevant to the education level of the students?					✓
3. What was the appearance of the instructor?					✓
4. Did the instructor make the class interesting for the students?					✓
5. Would you recommend this class to other students or request this class to be repeated next quarter, year, etc.?					✓

6. Other questions or comments:

The firefighter did an excellent job. He geared the information to pre-school children. He used lots of visuals which were very helpful for the children's attention and understanding of adult words.

We appreciate your efforts and time.

We will look forward to seeing you next year!

Thank you.

Donna Bostick
Eileen Hagen

1200 HeadStart Concordia

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:

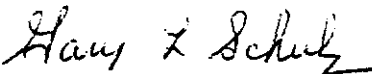
- Deterioration of housing
- Parking problems
- Absentee landlords
- Overcrowding of rental property

Priority areas were initially set for systematic inspection and at this time all the rental homes in the City of Moorhead have been inspected on a first time basis. Many new rental properties have been added to our records through the Moorhead Public Service Department's records. Many of these have never been inspected until 1991.

There were 2619 written housing violations in 1991. The corrections made of all the housing violations in 1991 were 2577. These figures indicate that when housing violations are found the inspectors are making every effort to have them corrected. There is always a certain amount of carry over of violations from calendar year to calendar year, but these two figures should always be nearly equal.

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 inspection of rental property, addressing life safety and other housing violations, and obtaining corrections of the noted violations.

Respectively Submitted,


Gary L. Schulz
Fire Chief

CITY OF
MOORHEAD
FIRE DEPARTMENT

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

RENTAL HOUSING REPORT
HOUSING INSPECTOR

JANUARY 1, 1991 THROUGH DECEMBER 31, 1991:

Fire Prevention Bureau Man Hours on Field Inspections.....	828
Rental Housing Inspections.....	999
Written Violations.....	1978
Verbal Violations.....	63
Corrections.....	2193
Units Inspected.....	1332
New Inspections.....	480
Reinspections.....	520
Complaint Inspections.....	127

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

Meetings and Conferences.....	2
Schools Attended.....	48
Court Related Appearances.....	<u>8</u>
TOTAL HOURS.....	58

Respectfully submitted,

Gary L. Schulz
Gary L. Schulz
Fire Chief

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CITY OF
MOORHEAD
FIRE DEPARTMENT

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

RENTAL HOUSING REPORT
SHIFT INSPECTIONS

JANUARY 1, 1991 THROUGH DECEMBER 31, 1991:

	<u>A</u>	<u>B</u>	<u>C</u>	<u>TOTAL</u>
Fire Prevention Man Hours on Field Inspections...	204	199	108	511
Fire Prevention Bureau Inspections.....	69	100	74	243
Written Violations.....	92	278	271	641
Verbal Violations.....	-0-	8	-0-	8
Corrections.....	61	219	91	371
Housing Inspections.....	-0-	-0-	-0-	-0-
Units Inspected.....	351	400	158	909
New Inspections.....	40	45	33	118
Reinspections.....	29	55	41	125
Complaints.....	1	-0-	-0-	1

Respectfully submitted,

Gary L. Schulz
 Gary L. Schulz
 Fire Chief

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CITY OF
MOORHEAD
FIRE DEPARTMENT

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

RENTAL HOUSING REPORT
ASSISTANT FIRE MARSHAL

JANUARY 1, 1991 THROUGH DECEMBER 31, 1991:

Fire Prevention Bureau Man Hours on Field Inspections.....	11
Fire Prevention Bureau Inspections.....	17
Written Violations.....	0
Verbal Violations.....	0
Corrections.....	6
Housing Inspections.....	14
Units Inspected.....	4
New Inspections.....	0
Reinspections.....	0
Complaint Inspections.....	14

Respectfully submitted,

Gary L. Schulz

Gary L. Schulz

Fire Chief

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CITY OF
MOORHEAD
FIRE DEPARTMENT

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

RENTAL HOUSING REPORT
FIRE MARSHAL

JANUARY 1, 1991 THROUGH DECEMBER 31, 1991:

Fire Prevention Bureau Man Hours on Field Inspections.....	12
Fire Prevention Bureau Inspections.....	19
Written Violations.....	0
Verbal Violations.....	0
Corrections.....	7
Housing Inspections.....	19
Units Inspected.....	6
New Inspections.....	0
Reinspections.....	19
Complaint Inspections.....	0

Respectfully submitted,

Gary L. Schulz

Gary L. Schulz

Fire Chief

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CITY OF
MOORHEAD
FIRE DEPARTMENT

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

RENTAL HOUSING REPORT

JANUARY 1, 1991 THROUGH DECEMBER 31, 1991:

	Rental Reg./ Insp. Prog.	Shift Insp.	Asst. Fire Marshal	Fire Marshal	Total
Total Hours.....	828	511	11	12	1362
Inspections.....	999	243	17	19	1278
Written Violations.....	1978	641	0	0	2619
Verbal Violations.....	63	8	0	0	71
Corrections.....	2193	371	6	7	2577
Units Inspected.....	1332	909	4	6	2251
New Inspections.....	480	118	0	0	598
Reinspections.....	520	125	14	19	678
Complaint Inspections.....	127	1	0	0	128

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

Meetings & Conferences.....	2	0	0	0	2
Schools Attended.....	48	0	0	0	48
Court Related Appearances.....	8	0	0	0	8
TOTAL HOURS.....	58	0	0	0	58

Respectfully submitted,

Gary L. Schulz
 Gary L. Schulz
 Fire Chief

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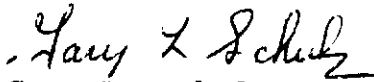


1991
HOUSING INSPECTION REPORT
FEES COLLECTED

JANUARY 1, 1991 THROUGH DECEMBER 31, 1991

Reinspection Fees.....	\$ 440.00
Late Registration Fees.....	\$ 100.00
Copying Fees.....	\$ 40.75
TOTAL FEES COLLECTED.....	\$ 580.75

Respectfully submitted,


Gary L. Schulz
Fire Chief

CITY OF
MOORHEAD
FIRE DEPARTMENT

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

MEMORANDUM

TO: Gary L. Schulz, Fire Chief
FROM: Martin Soeth, Training Officer *MS*
RE: 1991 Suppression Annual Report

Enclosed is the 1991 annual report of the duties and training performed by the Suppression Division, in addition to responding to alarms.

	Hours
River Operations	105
NSP Natural Gas	45
Williams Pipe Line	40
SCBA Inspection	260
Fire Suppression, Tactics	100
Helicopter Landing & Loading	35
Hose Testing	124
Hydraulics	28
Foam Application	30
Hydrant Maintenance	
Fall checking/winter maintenance	254
Pump Testing	26
Medical	565
Automatic External Defibrillator	305
Pre Planning	326
Miscellaneous	193



EMERGENCY MEDICAL TECHNICIANS

The Department's Emergency Medical Technicians completed a 24 hour National Registry of Emergency Medical Technicians refresher class with written and practical skills tested by the Minnesota Department of Health. The total number of emergency medicals and rescues for 1991 totaled 915.

AUTOMATIC EXTERNAL DEFIBRILLATORS

In 1991, the Department purchased and received training on two automatic external defibrillators. This machine is used to convert heart fibrillation in heart attacks and other heart problems. All Emergency Medical Technicians were certified and spent 305 hours in training and testing.

BLOOD PRESSURE SCREENING

The Fire Department provided 293 blood pressure checks to the citizens of the community in 1991.

TOURS

The Moorhead Fire Department provides tours of the headquarter and southside fire stations. In 1991, 31 tours were conducted to 750 children and adults.

MAINTENANCE

Personnel of the Fire Department maintain the department's buildings, vehicles, and equipment. This work is supervised by Jerome Shawstad, Gary Haaland, and Don Bratlien, with assistance from the other members of the department. A total of 823 hours were spent on maintenance and repair in 1991.

COURSES TAUGHT TO PUBLIC
BY TRAINING OFFICER IN 1991

<u>DATE</u>	<u>LOCATION</u>	<u>CLASS TITLE</u>	<u>SIZE</u>
01/17/91	American Crystal Research	Fire Extinguishers	30
02/07/91	American Crystal Research	Fire Extinguishers	28
02/07/91	American Crystal Research	Self Contained Breathing Apparatus	28
02/15/91	Clay County Safety Council	Low Head Dam Safety	20
03/20/91	City Support Staff	First Aid	30
04/02/91	Moorhead State University	Fire Extinguishers	40
04/02/91	Moorhead State University	Fire Extinguishers	38
04/02/91	Boy Scouts	First Aid	15
04/18/91	Moorhead Health Care	Fire Extinguishers	25
04/24/91	F-M Ambulance	Haz Mat Awareness	20
05/14/91	Holiday Mall Merchants	Fire Extinguishers	30
06/10/91	American Crystal	Fire Extinguishers	30
06/12/91	American Crystal	Fire Extinguishers	30
06/12/91	American Crystal	Fire Extinguishers	28
06/12/91	American Crystal	Fire Extinguishers	32
07/07/91	Production Alternative	Fire Extinguishers	10
07/30/91	MSU Night Watch	Fire Extinguishers	38
10/01/91	Moorhead State University	Fire Extinguishers	35
10/01/91	Moorhead State University	Fire Extinguishers	30
10/24/91	Moorhead Technical College	Fire Extinguishers	80
10/24/91	Moorhead Technical College	Fire Extinguishers	45
12/12/91	Moorhead Parks Department	First Aid	20
12/16/91	Moorhead State University	Fire Extinguishers	37
12/16/91	Moorhead State University	Fire Extinguishers	42
12/17/91	Farm Management	Fire Alarms and Fire Extinguishers	22

NOTE: All classes were one hour in length.

CITY OF
MOORHEAD
FIRE DEPARTMENT

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

CITY OF MOORHEAD
BUILDING CODES DIVISION
ANNUAL REPORT - 1991

TO: Fire Chief Gary Schulz:

Included herein is the Division's Annual Report which contains comparisons of permit activity in 1991 to previous years, comments about the past year and some projections for 1992.

TABLE: 1982-1991 COMPARISONS OF
CONSTRUCTION ACTIVITY BY
MAJOR CATEGORY-----page 33

TABLE: 1982-1991 PERMIT, VALUATION
AND REVENUE COMPARISONS-----page 34

COMMENTS: -----page 35 through 38

Sincerely,



Richard Davidson
Building/Zoning Official

RD:gn



COMPARISONS OF MAJOR CATEGORY BUILDING ACTIVITY

YEAR	SINGLE FAMILY DWELLINGS	MULTIPLE DWELLINGS	NEW AND REMODEL COMMERCIAL	MISC BLDGS & RES REM	TOTAL PERMITS AND VALUATION
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
1986	(87) \$5,604,000	(8-38) \$ 982,000	(125) \$ 7,656,586	(225) \$ 986,385	(496) \$15,228,971
1987	(110) \$7,596,250	(12-101) \$3,358,000	(129) \$ 8,650,955	(249) \$1,344,325	(529) \$20,978,920
1988	(103) \$7,490,250	(10-38) \$1,093,000	(130) \$ 9,178,570	(322) \$1,248,161	(565) \$19,009,981
1989	(86) \$7,093,500	(8-66) \$1,984,000	(120) \$14,696,285	(220) \$ 860,635	(468) \$24,634,420
1990	(65) \$5,372,000	(9-64) \$1,204,000	(130) \$13,131,260	(205) \$1,222,756	(447) \$21,012,716
1991	(56) \$4,804,900	(11-128) \$3,414,000	(134) \$13,442,021	(256) \$1,424,338	(513) \$23,085,259

1982 THROUGH 1991 COMPARISONS OF VALUATIONS, PERMITS & REVENUE TABLE

YEAR	BUILDING PERMIT VALUATIONS	BLDG. PERMIT ISSUED	BUILDING PERMITS REVENUE	PLMB. PERMIT ISSUED	PLMB. PERMIT REVENUE	HTG. PERMIT ISSUED	HEATING PERMIT REVENUE	PLB & HTG LICENSE FEES	OTHER FEES COLLECTED	TOTAL SURCHARGE COLLECTED	TOTAL NO. OF PERMITS	TOTAL REVENUE
1982	\$ 7,880,623	394	\$25,486.00	144	\$ 6,480	241	\$ 5,452	\$2,830	\$ 3,616.00	\$ 4,660.00	779	\$ 48,524.00
1983	\$ 8,146,675	404	\$41,547.00	140	\$ 6,657	237	\$ 4,795	\$3,980	\$ 9,103.00	\$ 4,331.00	781	\$ 69,878.00
1984	\$11,713,780	456	\$53,536.50	162	\$ 8,661	408	\$ 8,428	\$4,830	\$ 4,612.18	\$ 6,183.00	1,026	\$ 86,250.68
1985	\$16,956,075	427	\$61,098.00	118	\$ 6,511	349	\$ 6,309	\$4,600	\$ 9,184.81	\$ 8,260.80	894	\$ 95,963.61
1986	\$15,669,971	546	\$64,933.50	240	\$14,860	395	\$ 7,614.50	\$4,630	\$ 8,225.00	\$ 8,001.00	1,181	\$108,264.00
1987	\$21,318,920	564	\$79,310.00	220	\$17,483	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	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	387	\$12,022.00	\$4,540	\$ 2,525.00	\$11,279.00	1,326	\$125,896.50

THE DEPARTMENT

The Moorhead Codes Office, which is located in the Main Fire Annex, consists of two full-time inspectors and a senior office associate.

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

- State Building Code - 1988 UBC
- State Mechanical Code - 1988 UMC
- State Plumbing Code
- State Handicapped Code
- State Energy Code
- State Floodproofing Code
- State Architectural Laws
- City Zoning Ordinance
- Contractor Licensing

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

Staff members are also involved in a wide variety of other projects that include the preparation of a myriad of reports, public education, handling complaints and inquiries, attending various meetings, reviewing and recommending changes in City ordinances, staff education, and providing information for other city departments and the public.

THE YEAR 1991

Permit activity was heavy again in Moorhead in 1991 with a record 1,326 permits of all kinds being issued. This was the sixth straight year where more than 1,100 permits were issued.

The Highway 10 strip was not as active as it had been the two previous years, yet commercial activity increased slightly over 1990 with \$13.4 million worth of construction. Specific projects of interest included the interior finish of a Target Store started in 1990 (\$976,000), a Taco Bell Restaurant (\$160,000), an M & H Convenience Store (\$133,000), an addition to Triumph Church (\$215,000), additions and remodeling at the Moorhead Sports Center (\$4,129,570), a McDonalds Restaurant (\$258,000), an office building constructed by Erickson Contracting (\$325,000), an addition to Herberger's (\$1,122,890), and a parking ramp addition to Moorhead Center Mall (\$1,193,800).

Projects at Moorhead's schools, colleges, and universities also contributed to construction value with an addition to Thomas Edison School (\$400,000), remodeling at Comstock Memorial Union - MSU (\$1,800,000) and a new heating plant at Concordia College (\$880,000) topping the list.

Apartment construction provided a surprising bright spot in Moorhead in 1991. Eleven permits totaling over \$3.4 million were issued for 128 units. The dollar value equaled that of 1989 and 1990 combined. The 128 units added was the highest total since 1979. Builders included Wayne Welle Construction, Terry Welle Construction, Rothhouse Homebuilders, Evergreen Partnership, Van Raden Homes, and Buchholz Construction.

New home construction slipped for the fourth straight year as builders found desirable lots harder and harder to come by. Fifty six new homes were built for \$4.8 million dollars. The average construction value rose to \$85,802, an increase of 3.8% over 1990 and a 24% increase for the five year period.

Residential remodeling and garages contributed only 6% of the value in 1991 yet represented 50% of the building permits issued.

Over 800 plumbing and heating permits were issued in 1991 with the completion of the sewer system and installation of the water system in Oakport playing a large role.

Overall, 1991 represents the 8th straight year of high construction activity in Moorhead and every indication points to this trend continuing into the next several years.

BOARD OF ADJUSTMENTS

The Board of Adjustments heard only two variance requests in 1991. A shared parking variance was granted to the Moorhead Sports Center and a front and rear yard variance was granted to Evergreen Development Corp. to enable construction of two 15 plexes.

ONGOING SPECIAL PROJECTS

Because of high permit activity throughout the year and the demands of other projects, work on our filing system is far from complete. Hopefully some breaks in construction activity will take place in the coming years to allow us to complete this important project.

Automation of our permit processes was substantially completed in 1991. Although work remains to be done to finish the task, all of our permits are now generated by computer and the manipulation of data generated by these permits has become a reality.

A new work station was purchased for Senior Office Associate Gail Nelson and installed in 1991. More efficient use of space and convenience is the result.

Due to frequent inquiries, a fax machine was added to the office. This machine has received steady use and greatly enhanced our communication capabilities.

We also started a video library aimed specifically at the homeowners. These videos, which are checked out at no cost like a library book, provide information on such topics as building a deck, adding a bathroom, and contracting your own home.

INCOME AND EXPENSES

Revenue remained relatively stable in 1991 with \$125,896.50 collected. Building permit fees generated \$74,398.50 in revenue or 59% of all revenue collected. The permit fee for the Sports Center was waived which reduced fees by \$10,508.

Expenditures totaled \$152,674 with the largest portion, 75%, attributed to personnel.

PERSONAL STATUS

Stability is the key word regarding staff. After repeated turnover of staff positions in the late 80's, we're heading into our 3rd construction season with the same staff. This results in our staff being more efficient and allows us to direct our training efforts to more technical areas rather than introducing issues.

Don Sakry, our Building/Plumbing/Heating inspector has the principal responsibility of field inspections. Don also assists with plan review, permit issuance, and answering code questions.

Senior Office Associate Gail Nelson is completing her fifth year with the City of Moorhead. In addition to clerical duties, Gail prepares more than thirty six reports each year, supervises contractor licensing, and issues nearly all of the 800 plumbing and heating permits.

SUMMARY

Although dwelling construction continued its downward slide, other areas contributed to another strong construction year in Moorhead. Home construction is expected to rebound in 1992 and another busy year is expected.

We continued our efforts to improve the functions of the department

and will explore other ideas to fine tune many of those improvements in 1992.

We continued to receive strong financial support from the Council and Administration that allowed us to make improvements and additions to office equipment, educational materials for the public, and to allow attendance at several important educational seminars, all of which will help provide us provide better service to the building public.

We look forward to 1992 and another busy and challenging year.

CITY OF
MOORHEAD
FIRE DEPARTMENT

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

MEMORANDUM

TO: Gary L. Schulz
Fire Chief

FROM: Don Lawrence *DL*
Director of Environmental Health

RE: ENVIRONMENTAL HEALTH REPORT FOR 1991

The Environmental Health Report for 1991 consists of food/beverage, boarding/lodging, trailer courts, swimming pools, vending machines, nuisance control and plan review concerning new construction and remodeling of food, beverage and lodging establishments.

Seasonal events such as bake sales, limited food activities are also becoming popular. The two large events, Valley Fest and Octoberfest, were combined into one event--the Octoberfest. The food service activities consist of existing food service establishments as well as mobile or special event units.

Classes are given upon request. Materials cover areas such as food sanitation, food manager training, and rules and regulations concerning the operation of swimming pools.

The Moorhead's Mandatory Food Service Training Program, which was initiated in the mid 1970's, has become extremely popular. Last year we had a record number of persons taking the course. This would indicate that the program is quite successful.

Several of the lodging establishments are posting multi-lingual occupancy cards upon request from the owners furnished by the Environmental Health Department.

CITIZEN ACTION REQUESTS

The Citizen Action Requests for 1991 cover various areas: junk vehicles, communicable disease, indoor/outdoor air problems, disposal of pesticides, etc. There has been a substantial increase in requests from last year. Forty-two letters were sent from the City Attorney's office regarding noncompliance. Ten criminal complaint charges were signed for noncompliance.

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MOSQUITO PROGRAM

The mosquito surveillance program was combined with those from Cass and Clay Counties with respect to centralizing, counting, and identification of mosquitoes. This program was included in the Metropolitan Mosquito Plan which was approved by the local governing bodies.

Two additional light traps have been added for a total of four traps: two in north Moorhead and two in south Moorhead. The traps are usually in operation from spring until the first frost in the fall.

The contents from the traps are collected and then separated, identified and counted. Separating is a process of removal of all insects from the mosquitoes and identification (looking primarily for the female mosquito, Culex Tarsalis, which is capable of carrying the virus which causes sleeping sickness). As mentioned, the information gathered from the separation and identification of the mosquitoes is being used by Fargo, Moorhead, Cass and Clay Counties. The advantage of the program is a single system for identification of mosquitoes.

The 1991 mosquito count was higher due to the amount of rainfall.

SEPTIC TANK ABANDONMENT INSPECTION PROGRAM

The Septic Tank Abandonment Inspection Program which was initiated in the fall of 1990 was basically completed by early fall of 1991. There were an estimated 91 septic tanks abandoned and inspected in 1991 in addition to 252 tanks abandoned and inspected in 1990. The tanks that have not been properly abandoned or have not had an inspection have been referred to the City Attorney.

CITY OF
MOORHEAD
FIRE DEPARTMENT

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

ENVIRONMENTAL HEALTH REPORT

DIRECTOR

JANUARY 1, 1991 THROUGH DECEMBER 31, 1991

	<u>1ST QTR</u>	<u>2ND QTR</u>	<u>3RD QTR</u>	<u>4TH QTR</u>	<u>TOTAL</u>
Environmental Health Man Hours on Field Inspections	189	256	206	210	861
Environmental Health Inspections	222	357	341	180	1100
Written Violations	384	257	222	431	1294
Verbal Violations	0	0	0	0	0
Corrections	273	183	211	413	1080
Boarding/Lodging Inspections	12	0	15	35	62
Hotel/Motel	1	0	1	0	2
Place of Refreshment/Bar	6	13	8	24	51
Restaurant	85	60	59	36	240
Mobile Home Park	0	1	11	1	13
Swimming Pools	19	32	39	22	112
Environmental Complaint/Nuisance Inspections	45	187	109	41	382
Mosquitoes (Collect/Count)	0	38	75	0	113
Vending	54	0	0	0	54
Other	0	26	24	21	71
<u>TIME SPENT IN OTHER AREAS (HOURS)</u>					
Meetings & Conferences	17	11	3	4	35
Schools Attended	8	8	0	0	16
Classes Given	0	0	0	11	11
Court Related Appearances	0	6	3	4	13
Plan Checks	42	20	20	8	90
<u>TOTAL HOURS</u>	67	45	26	27	165

Respectfully submitted,

Donald J. Lawrence
 Donald J. Lawrence

Director of Environmental Health

c:\eh\1990qtr

FIRE ADMINISTRATION • ENVIRONMENTAL HEALTH



BUILDING CODES • ZONING • HOUSING INSPECTION

DIVISION OF ENVIRONMENTAL HEALTH
1991 CITIZEN ACTION REQUEST

<u>DATE</u>	<u>AREA</u>	<u>INVEST</u>	<u>INVEST REFER</u>	<u>REQST FOR INFOR</u>
01-02-91	Abandoned Vehicle	X		
01-07-91	Food Related (Dept. of Ag.)	X		
01-09-91	Information on Bake Sale			
01-09-91	Junk	X		X
01-09-91	Junk	X		
01-09-91	Junk	X		
01-09-91	Junk	X		
01-09-91	Information on Mobile Units			
01-15-91	Junk/Debris			X
01-16-91	Dog Litter	X		
01-16-91	Information on Food Service	X		
01-19-91	Information on Bake Sale			X
01-21-91	Information on Mobile Units			X
01-23-91	Information on Food Service			X
01-28-91	Debris			X
02-04-91	Abandoned Vehicles	X		
02-06-91	Information on Bake Sale	X		
02-08-91	Information on Food Service			X
02-08-91	Garbage on Yard			X
02-13-91	Information on Mobile Units	X		
02-26-91	Junk/Debris			X
02-25-91	Information on Bake Sale	X		
02-26-91	Information on Mobile Units			X
02-26-91	Information on Lead Paint			X
02-26-91	Information on Radon			X
03-11-91	Food Related (Dept. of Ag.)		X	
03-15-91	Outdoor Air	X		
03-20-91	Abandoned Vehicle	X		
03-26-91	Junk	X		
03-27-91	Paint Smell (Food Service)	X		
03-27-91	Junk/Debris	X		
04-04-91	Dog Litter	X		
04-08-91	Weeds		X	
04-16-91	Dumping Oil	X		
04-20-91	Abandoned Vehicle	X		
04-22-91	Abandoned Vehicle	X		
04-25-91	Garbage	X		
04-25-91	Garbage	X		
04-29-91	Bad Air	X		
04-30-91	Chickens	X		
05-01-91	Debris (Grain)	X		
05-01-91	Noise	X		
05-03-91	Debris	X		
05-03-91	Brush Pile	X		
05-03-91	Junk/Debris	X		
05-03-91	Junk/Debris	X		
05-06-91	Debris	X		
05-06-91	Junk	X		
05-06-91	Junk/Debris	X		
05-09-91	Unsanitary Trailer (Trailer Court)	X		

<u>DATE</u>	<u>AREA</u>	<u>INVEST</u>	<u>INVEST REFER</u>	<u>REQST FOR INFOR</u>
05-10-91	Debris			
05-10-91	Junk/Debris	X		
05-13-91	Weeds	X		
05-14-91	Abandoned Vehicles		X	
05-14-91	Tank Substance	X		
05-15-91	Weeds	X		
05-16-91	Weeds		X	
05-16-91	Weeds		X	
05-16-91	Weeds		X	
05-16-91	Debris		X	
05-16-91	Junk Recycling	X		
05-16-91	Debris	X		
05-17-91	Information on Holding Tank	X		
05-17-91	Location of a Dumpster			X
05-20-91	Garbage/Debris	X		
05-22-91	Weeds	X		
05-23-91	Dirt		X	
05-23-91	Junk/Debris	X		
05-23-91	Grease Disposal (Food Service)	X		
05-24-91	Junk/Debris			
05-26-91	Debris	X		
05-29-91	Junk/Debris	X		
05-29-91	Abandoned Vehicle	X		
06-03-91	Junk/Debris	X		
06-03-91	Weeds		X	
06-04-91	Junk/Debris	X		
06-06-91	Junk/Debris	X		
06-06-91	Junk/Debris	X		
06-11-91	Junk/Debris	X		
06-12-91	Junk/Debris	X		
06-12-91	Weeds		X	
06-12-91	Rats		X	
06-13-91	Rats		X	
06-13-91	Junk (Trailer Court)		X	
06-13-91	Rabbits	X		
06-14-91	Graffiti	X		
06-17-91	Junk	X		
06-17-91	Cats	X		
06-17-91	Junk/Debris	X		
06-20-91	Yard Drainage	X		
06-21-91	Pigeons	X		
06-24-91	Graffiti	X		
06-25-91	Swimming Pool	X		
06-26-91	Survey of Industrial Park and other areas			
06-27-91	Abandoned Vehicle	X		
06-27-91	Abandoned Vehicles	X		
07-12-91	Bad Food (Dept. of Ag.)		X	
07-26-91	Abandoned Vehicle			
07-16-91	Junk/Debris	X		
07-25-91	Junk/Debris	X		
07-26-91	Junk	X		
07-29-91	Turtles	X		
07-29-91	Insects	X		

<u>DATE</u>	<u>AREA</u>	<u>INVEST</u>	<u>INVEST REFER</u>	<u>REQST FOR INFOR</u>
07-30-91	Dumping Oil			
07-31-91	Noise	X		
08-02-91	Cockroaches in Apartment	X		
08-02-91	Dirt Mounds	X		
08-05-91	Weeds	X		
08-06-91	Junk/Debris		X	
08-08-91	Abandoned Vehicles	X		
08-09-91	Improper Housing		X	
08-13-91	Pigeons	X		
08-15-91	Abandoned Swimming Pool		X	
08-20-91	Improper Use of Property			
08-22-91	Junk/Debris		X	
08-23-91	Pumping of Septic Tanks	X		
08-23-91	Sandblasting/Junk/Debris	X		
08-25-91	Junk/Debris	X		
09-03-91	Weeds			
09-04-91	Junk (Industrial Park)		X	
09-04-91	Abandoned Vehicle	X		
09-07-91	Abandoned Vehicle	X		
09-09-91	Junk/Debris	X		
09-09-91	Abandoned Vehicle	X		
09-10-91	Junk/Debris	X		
09-11-91	Rental Housing	X		
09-15-91	Dirt Mounds (Industrial Park)	X		
09-20-91	Abandoned Vehicle	X		
09-27-91	Rats		X	
09-27-91	Junk/Debris	X		
10-01-91	Indoor Air Complaint	X		
10-01-91	Dog Bite		X	
10-11-91	Abandoned Freezer	X		
10-14-91	Dirt Pile	X		
10-16-91	Junk/Debris	X		
10-16-91	Abandoned Vehicle	X		
10-18-91	Derailment Clean-up	X		
10-22-91	Debris on Boulevard		X	
10-23-91	Animal Burial	X		
11-01-91	Junk Vehicles	X		
11-04-91	Debris	X		
11-13-91	Abandoned Vehicle	X		
11-13-91	Pigeons	X		
11-14-91	Junk	X		
11-15-91	Odor	X		
11-19-91	Abandoned Vehicle	X		
11-20-91	Abandoned Vehicles	X		
11-21-91	Open Hole-Hazardous Condition	X		
11-22-91	Compost Pile	X		
11-29-91	Garbage Cans on Boulevard		X	
12-03-91	Sewer Leak	X		
12-06-91	Abandon Well		X	
12-10-91	Abandoned Vehicles	X		
12-12-91	Junk	X		

COMPLAINTS REFERRED TO THE
OFFICE OF THE CITY ATTORNEY
1991

<u>DATE</u>	<u>ATTORNEY LETTER</u>	<u>CRIMINAL COMPLAINT</u>	<u>AREA</u>
02-06-91	X		
02-06-91	X		Nuisance
02-20-91	X		Nuisance
03-07-91	X		Nuisance
03-15-91	X		Hotel/Motel
03-19-91	X		Food Service
03-19-91	X		Food Service
03-26-91	X	X	Food Service
04-16-91	X		Nuisance
04-16-91	X		Nuisance
04-24-91	X		Nuisance
04-25-91	X		Nuisance
05-08-91	X	X	Nuisance
05-13-91	X		Nuisance
05-14-91	X		Nuisance
05-22-91	X		Nuisance
05-24-91	X	X	Nuisance
06-06-91	X		Hotel/Motel
06-17-91	X		Nuisance
06-17-91	X		Nuisance
06-27-91	X		Nuisance
06-27-91	X		Nuisance
07-11-91	X	X	Nuisance
07-12-92	X	X	Nuisance
07-12-91	X		Nuisance
07-16-91	X	X	Nuisance
07-16-91	X		Nuisance
07-16-91	X		Nuisance
07-17-91	X	X	Nuisance
07-25-91	X		Nuisance
08-27-91	X	X	Nuisance
08-29-91	X	X	Nuisance
09-20-91	X		Nuisance
09-20-91	X		Nuisance
09-20-91	X		Nuisance
10-07-91	X	X	Food Service
10-08-91	X		Nuisance
10-08-91	X		Trailer Court
10-09-91	X		Trailer Court
11-04-91	X		Food Service
11-14-91	X		Food Service
12-12-91	X		Food Service
12-27-91	X		Food Service
			Swimming Pool

Dear Customers,

Thank you for being so prompt with someone

calling 911. I was a

week. I had to look

up a number I don't

think I could have done

it. Thanks once again

to the A shift Monday

Morning the Feb. 18th.

Happy you should be very

proud of your guys.

Thanks

The baby is fine.

Two little words


With a big job to do-

Send lots of thanks

Especially to you!

Thanks Again!

Sam Hittler

arc  of Clay County
Association for Retarded Citizens

810 4th Avenue South, Townsite Centre - Room 141
Moorhead, MN 56560
Telephone (218) 233-5949

April 1991

Moorhead Fire Stations:

The ARC Clay County
would like to thank the
stations for displaying the
information about our recent
auction on your outdoor
signs.

The event was well attended
and a successful fundraiser
for the ARC -

Thank you for your
support.

Jelienne Cichotzki
Director

ARC Clay County



A United Way Agency

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



July 10, 1991

Gary Schultz, Fire Chief
Moorhead Fire Department
Moorhead, MN 56560

Dear Gary,

I am writing this letter on behalf of the members of the Clay County Sheriff's Department to thank the Moorhead Fire Dept. who responded to two serious accidents, one near Comstock on June 29, 1991 and the second on July 9, 1991, near Sabin.


In both incidences the Moorhead Fire Dept. responded immediately upon our request for assistance and upon arriving at the scene were very instrumental in assisting the sheriff's deputies, state troopers and the ambulance service in extricating injured parties from the vehicles.

Would you please relay to the members of your department that we are greatly indebted to you and your firefighters for the assistance they rendered to our agency on these two occasions.

The working relationship between the fire department and the sheriff's department has been excellent over the years and rest assured we will do everything to see that this excellent working relationship continues.

If I or any of the Clay County deputies can be of any assistance to your department please do not hesitate to contact us.

Yours truly,


Larry Costello, Sheriff
Clay County Sheriff's Dept.

LC/fa

cc: Morris Lanning, Mayor
James Antonen, City Manager

P. O. Box 280
915 9th Avenue North
Moorhead, Minnesota 56560

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Midwest Management

112 North University • Suite 101 • Box 3024
Fargo, North Dakota 58108
(701) 235-2920

July 10, 1991

Fire Department
Housing Inspection
111 12th ST. N.
Fargo, ND 58103

RE: Rental Property

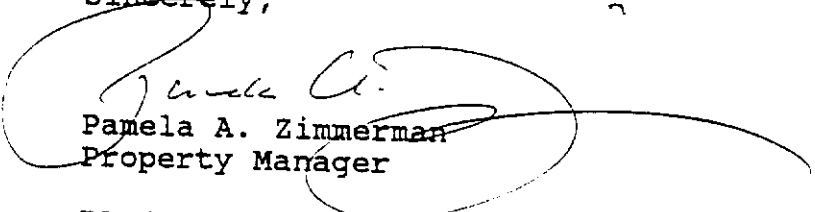
Dear Gary Schultz:

Thank you for inspecting our units at Swan Apartments and Redgate Apartments.

It is very important to us that the units are up to codes. The ideal is that we catch these items ourselves, but it is nice to know we have a back up.

Once again, I want to thank you. Your doing a great job.

Sincerely,


Pamela A. Zimmerman
Property Manager

PAZ/sle



DEPARTMENT OF THE NAVY
NAVAL RESERVE CENTER
ARMED FORCES RESERVE CENTER
AIRPORT ROAD
FARGO, NORTH DAKOTA 58102-1822

IN REPLY REFER TO:

NRFH(500)CBTZ-23, DET G

May 12, 1991

Chief Schultz
Moorhead Fire Department
1120 1st Avenue North
Moorhead, MN 56560

Dear Chief Schultz,

Personnel from Navy Reserve Fleet Hospital 23, Detachment G, Fargo, North Dakota participated in your Trauma Care update on April 14, 1991. They have directed me to express our appreciation for providing this excellent refresher course. Assistant Chief Dean Nelson was most helpful in all aspects on our tour of the fire station.

Thank you for the time and energy you expended to provide a most beneficial training experience for our unit.

Sincerely,

B. W. Jung

B.W. Jung, LCDR/DC
Officer-in-Charge

MOORHEAD STATE UNIVERSITY

Moorhead, Minnesota 56563

Department of Biology
November 18, 1991

Mr. Gary L. Schultz
Chief, Moorhead Fire Department
Moorhead, MN 56560

Dear Mr. Schultz:

I want to thank you for the excellent presentation on Fire Safety which you made for the Biology Department faculty and student help. I know that we all learned a lot and that your effort will contribute to a safer environment in our Department.

Sincerely,

Mary A. Shimabukuro

Mary A. Shimabukuro, Ph.D.
Professor, Biology Dept.

MAS/db