

MOORHEAD FIRE DEPARTMENT
DIVISIONS

1982 ANNUAL REPORT

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Moorhead Fire Department

1120 - 1st AVENUE NORTH
MOORHEAD, MINNESOTA 56560
PHONE 299-5432

MARLAN V. ANDERSON
Fire Chief



Honorable Mayor and Members of the Moorhead City Council:

The 1982 Fire Department annual report represents the combined effort and cooperation of all members of the Fire Department and divisions within the Fire Department.

The total fire loss for 1982 amounted to \$177,990. This is a decrease of \$519, or 2.9% less than 1981. The total number of emergency medical calls increased by 72% over the last year. There were no fire deaths in 1982.

The year 1982 had many highlights and changes in the Department. I became Chief in January, and on February 1 Gary Schulz was promoted to the rank of Assistant Chief with the title of Fire Marshal.

At the start of 1982 the Fire Department was faced with a reduction of four people, two by attrition and two due to layoffs. We maintained our three shift system and continued to give the best possible service to protect the lives and property in the City of Moorhead.

In November of 1982 Bud Anderson's position of building inspector was eliminated.

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

I want to thank Mayor Lanning and members of the Moorhead City Council, with a special thanks to Chairperson Barbara Sipson, Mary Davies, Vic Fergen and Leo Eldred of the Public Safety Committee for the help and direction I have received this past year.

Respectfully submitted,

Marlan Anderson
Marlan Anderson
Fire Chief

Moorhead Fire Department

1120 - 1st AVENUE NORTH
MOORHEAD, MINNESOTA 56560
PHONE 299-5432

MARLAN V. ANDERSON
Fire Chief



UPCOMING GOALS FOR MOORHEAD FIRE DEPARTMENT

1. Reorganize the Fire Department procedures and operations in the Suppression Division.
2. Continue progress in the integration of Fire Prevention and Building Code divisions.
3. Restructure our management positions within the Fire Suppression division.
4. To aid the Chief of Police in designing and implementing an emergency contingency plan for the City of Moorhead.

Moorhead Fire Department

1120 - 1st AVENUE NORTH
 MOORHEAD, MINNESOTA 56560
 PHONE 299-5432

MARLAN V. ANDERSON
 Fire Chief



TOTAL FIRE PREVENTION REPORT

| <u>JANUARY 1, 1982 THROUGH DECEMBER 31, 1982</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 | 457 | 642 | 813 | 398 | 2310 |
| Fire Prevention Bureau Inspections | 251 | 389 | 501 | 272 | 1413 |
| Written Violations | 194 | 230 | 330 | 123 | 877 |
| Verbal Violations | 37 | 32 | 37 | 28 | 134 |
| Corrections | 62 | 332 | 248 | 253 | 895 |
| Classes Given | 30 | 3 | 7 | 14 | 54 |
| Court Appearances | 0 | 10 | 12 | 23 | 45 |

TIME SPENT IN THE FOLLOWING AREAS (HOURS) BY FIRE MARSHAL:

| | | | | | |
|-------------------------------------|----|----|----|----|-----|
| Meetings & Conferences | 19 | 60 | 37 | 17 | 133 |
| Schools Attended | 52 | 9 | 8 | 55 | 124 |
| Fire Investigations | 0 | 5 | 2 | 7 | 14 |
| Fire Safety Classes Given | 6 | 35 | 12 | 16 | 69 |
| Fire Department Duties | 10 | 20 | 14 | 41 | 85 |
| Court Appearances | 0 | 10 | 12 | 23 | 45 |

Respectfully Submitted,

Gary L. Schulz
 Gary L. Schulz
 Fire Marshal

TRAINING DIVISION

TRAINING RECEIVED IN ALL FACETS OF FIRE DEPARTMENT OPERATIONS

| | |
|--|-----|
| Fire Streams, Hose & Nozzles | 133 |
| Driving. | 112 |
| Hydraulics | 226 |
| River Rescue | 100 |
| Sprinklers | 38 |
| High Rise Plans. | 32 |
| Medical Training | 152 |
| Miscellaneous. | 239 |
| Ladders. | 56 |
| Masks. | 36 |
| Equipment. | 43 |

1,167 Man Hours

TRAINING GIVEN BY DEPARTMENT MEMBERS TO PEOPLE OUTSIDE OF THE DEPARTMENT

| | |
|---|-------|
| Blood Pressures Given During Year. | 1,193 |
| Extinguishers to Vo Tech | 9 |
| Extinguishers & Rescue, Fairmont East Staff. | 8 |
| Extinguishers for Safety Seminar for City Personnel | 32 |
| Hurst Tool Demonstration for Eagles. | 3 |

52 Man Hours

TRAINING RECEIVED BY DEPARTMENT MEMBERS OUTSIDE THE DEPARTMENT

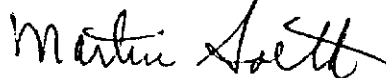
East Grand Forks Sectional School. . . 80
Hazardous Material School,
Park Rapids 16
Elevator School 16
Explosion Seminar, Bemidji 72

—
184 Man Hours

DIRECTOR OF TRAINING

I spent 152 hours in preparation of material, developing visual aids, and attending meetings pertaining to training. Of those 152 hours, 33 were off duty. I also attended the International Fire Service Instructors Conference in Memphis, and two Minnesota Instructors Conferences during the year.

Respectfully Submitted,



Martin Soeth
Director of Training

Moorhead Fire Department

1120 - 1st AVENUE NORTH
MOORHEAD, MINNESOTA 56560
PHONE 299-5432

MARLAN V. ANDERSON
Fire Chief



MECHANICAL WORK

In 1982 two shift mechanics were appointed to do much of the maintenance on the department's vehicles and equipment. Some mechanical work still has to be sent out for repair, but the majority is being done by Don Bratlien and Jerry Shawstad.

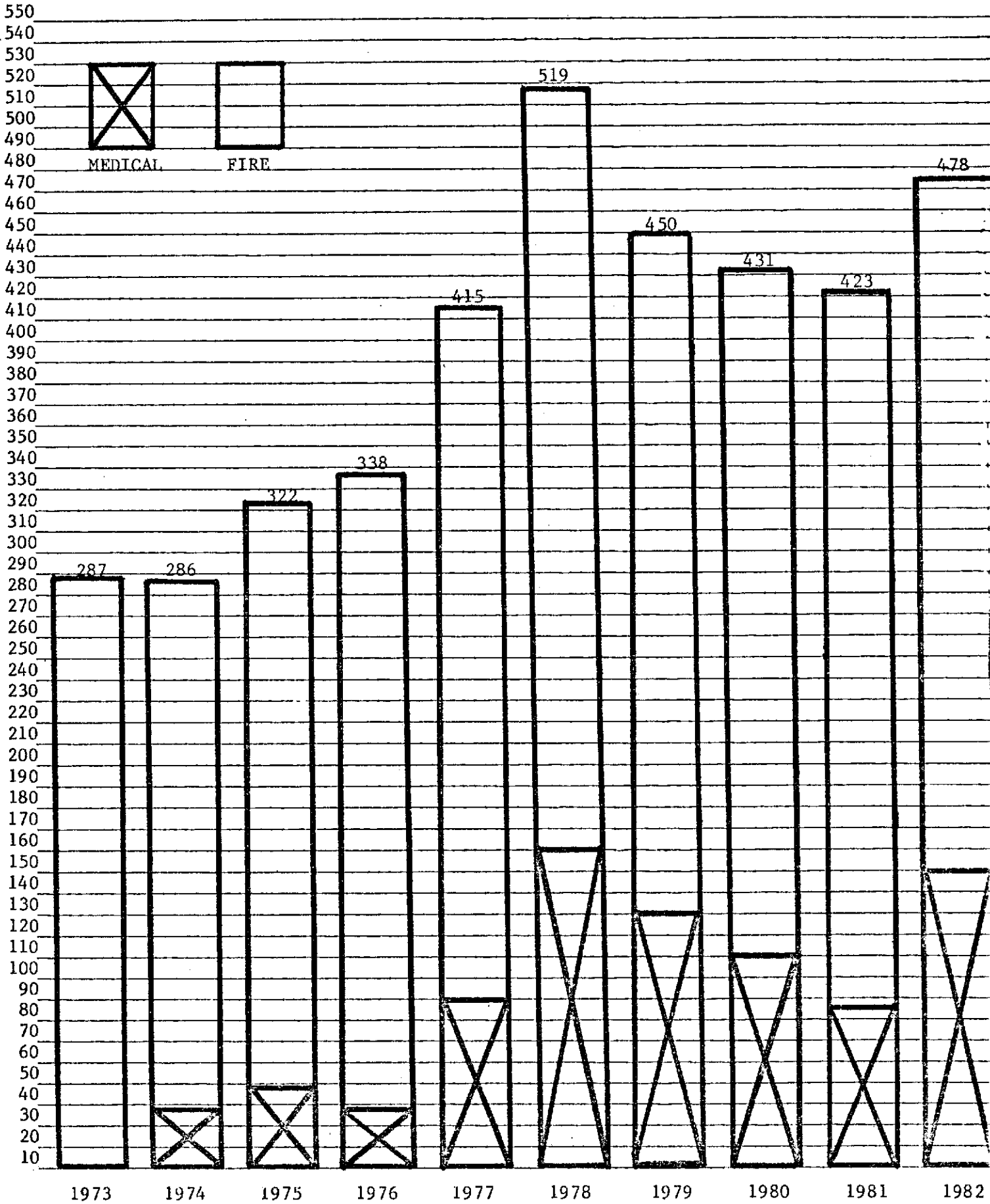
LABOR PERFORMED

| | |
|--------------------------------|-----------|
| Station Equipment: | 79 Hours |
| Department Vehicles: | 150 Hours |
| Bookkeeping/Ordering of Parts: | 65 Hours |
| Setting Up of Parts Inventory: | 80 Hours |

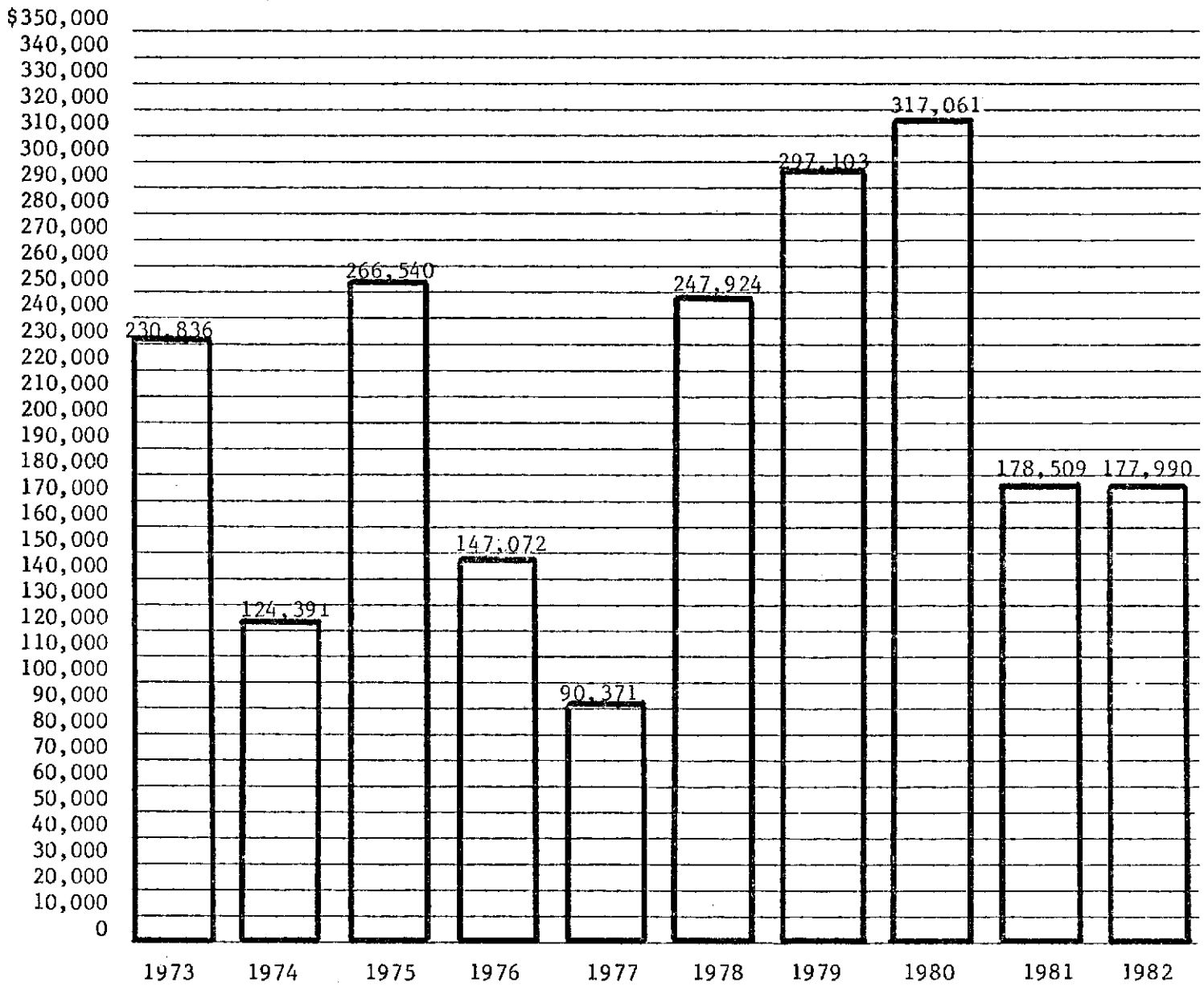
| Month | Jan. | Feb. | Mar. | Apr. | May | June | Jul. | Aug. | Sept. | Oct. | Nov. | Dec. | TOTAL |
|------------------------|----------|----------|----------|---------|----------|---------|-------|----------|---------|---------|----------|---------|-----------|
| Public Assembly | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 6 |
| Education | 0 | 0 | 1 | 1 | 0 | 0 | 2 | 0 | 0 | 1 | 1 | 0 | 6 |
| Institution | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Residence Dwelling | 15 | 5 | 7 | 4 | 2 | 2 | 5 | 7 | 7 | 2 | 5 | 7 | 68 |
| Residence Apartment | 1 | 3 | 2 | 3 | 1 | 0 | 0 | 1 | 2 | 3 | 7 | 5 | 28 |
| Mercantile Stores | 1 | 1 | 0 | 2 | 0 | 1 | 1 | 0 | 3 | 0 | 1 | 0 | 10 |
| Offices | 2 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 9 |
| Utilities | 0 | 1 | 1 | 0 | 0 | 1 | 4 | 0 | 1 | 1 | 0 | 0 | 9 |
| Industrial Manufacture | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Storage | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 3 |
| Special Properties | 0 | 1 | 2 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 0 | 1 | 8 |
| Mobile Vehicles | 6 | 3 | 1 | 3 | 5 | 3 | 6 | 5 | 2 | 6 | 8 | 4 | 52 |
| Medical EMT First Aid | 14 | 4 | 5 | 8 | 7 | 2 | 7 | 13 | 12 | 22 | 27 | 22 | 143 |
| Rescue | 1 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 7 |
| Investigate | 11 | 8 | 5 | 4 | 5 | 6 | 7 | 8 | 3 | 10 | 10 | 3 | 80 |
| False Alarm | 2 | 1 | 1 | 4 | 2 | 1 | 0 | 0 | 1 | 2 | 3 | 1 | 18 |
| Bomb Scares | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mutual Aid | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Miscellaneous Other | 0 | 0 | 0 | 3 | 4 | 4 | 5 | 3 | 3 | 2 | 1 | 3 | 28 |
| Total | 55 | 33 | 26 | 35 | 28 | 21 | 40 | 39 | 37 | 52 | 64 | 48 | 478 |
| Total Fire Loss | \$40,950 | \$12,000 | \$48,200 | \$1,100 | \$18,675 | \$3,250 | \$300 | \$30,700 | \$3,025 | \$5,900 | \$11,890 | \$2,000 | \$177,990 |

Report of the number of alarms and the total dollar amount of fire loss within the City of Moorhead.

NUMBER OF FIRE ALARMS IN MOORHEAD FOR THE LAST TEN YEARS










FIRE LOSS FOR MOORHEAD FOR THE PAST TEN YEARS



























1982 FIRE CALLS

NUMBER OF EMERGENCY CALLS PER DAY OF WEEK

| | | |
|-----------|--|-----------|
| SUNDAY |  | 78 |
| MONDAY |  | 58 |
| TUESDAY |  | 69 |
| WEDNESDAY |  | 72 |
| THURSDAY |  | 61 |
| FRIDAY |  | 74 |
| SATURDAY |  | 66 |
| | | <hr/> 478 |

1982 FIRE CALLS

NUMBER OF EMERGENCY CALLS AT TIME OF DAY

| | | |
|-------------|--|----|
| 0100 - 0100 |  | 17 |
| 0100 - 0200 |  | 16 |
| 0200 - 0300 |  | 8 |
| 0300 - 0400 |  | 11 |
| 0400 - 0500 |  | 7 |
| 0500 - 0600 |  | 6 |
| 0600 - 0700 |  | 3 |
| 0700 - 0800 |  | 12 |
| 0800 - 0900 |  | 22 |
| 0900 - 1000 |  | 29 |
| 1000 - 1100 |  | 22 |
| 1100 - 1200 |  | 25 |
| 1200 - 1300 |  | 32 |
| 1300 - 1400 |  | 23 |
| 1400 - 1500 |  | 20 |
| 1500 - 1600 |  | 27 |
| 1600 - 1700 |  | 28 |
| 1700 - 1800 |  | 22 |
| 1800 - 1900 |  | 28 |
| 1900 - 2000 |  | 27 |
| 2000 - 2100 |  | 35 |
| 2100 - 2200 |  | 28 |
| 2200 - 2300 |  | 16 |
| 2300 - 2400 |  | 14 |

478

INCENDIARY FIRES IN STRUCTURES AND VEHICLES

ALL FIRES WHICH WERE DELIBERATELY SET OR WHICH ARE SUSPECTED OF HAVING BEEN DELIBERATELY SET.

| | NUMBER OF FIRES | NUMBER OF CIVILIAN FIRE CASUALTIES | | ESTIMATED PROPERTY DAMAGE FROM FIRE |
|---|-----------------|------------------------------------|----------|-------------------------------------|
| | | DEATHS | INJURIES | |
| Structure fires of definite incendiary origin | 0 | 0 | 0 | 0 |
| Structure fires of suspicious origin but not definitely established as incendiary | 1 | 0 | 0 | \$43,000 |
| Vehicle fires, incendiary & suspicious | 1 | 0 | 0 | \$400.00 |

ON-DUTY FIRE FIGHTER INJURIES

| NATURE OF MOST SERIOUS INJURY OR ILLNESS | FIRE GROUND | OTHER RELATED | TRAINING | OTHER ON-DUTY |
|---|-------------|---------------|----------|---------------|
| Burns & smoke inhalation (fire or chem.) | 0 | 0 | 0 | 0 |
| Burns only (thermal or chemical) | 1 | 0 | 0 | 0 |
| Smoke inhalation only (fire gas or other) | 0 | 0 | 0 | 0 |
| Wound, cut, bleeding | 0 | 0 | 0 | 1 |
| Dislocation, fracture | 0 | 0 | 0 | 0 |
| Heart attack | 0 | 0 | 0 | 0 |
| Shock | 0 | 0 | 0 | 0 |
| Strain, sprain | 0 | 0 | 0 | 3 |
| Internal injury not specified above | 0 | 0 | 0 | 0 |
| Other | 0 | 0 | 0 | 1 |
| TOTAL | 1 | 0 | 0 | 5 |

FIRE DEPARTMENT PERSONNEL

1982

Marlan Anderson, Fire Chief
Raymond Rasmussen, Assistant Chief
Larry Schons, Assistant Chief
Morris Kelsven, Assistant Chief
Gary Schulz, Assistant Chief (Fire Marshal)
Gene Wasfaret, Lieutenant
Dean Nelson, Lieutenant
Lloyd Emerson, Lieutenant
Ordell Leines, Fire Fighter
Martin Soeth, Fire Fighter
Albin Nelson, Fire Fighter
Donald Johnson, Fire Fighter
David Pederson, Fire Fighter
Lewellyn Hulst, Fire Fighter
Don Bratlien, Fire Fighter
Lyle Gernand, Fire Fighter
Raymond Kline, Fire Fighter
Gary Haaland, Fire Fighter
Jerome Shawstad, Fire Fighter
Dalan Rasmussen, Fire Fighter
Harlan Halbakken, Fire Fighter
Harold Bradsteen, Fire Fighter
Michael Sigdestad, Fire Fighter
Roy Simmons, Fire Fighter
Terry Beach, Fire Fighter
Daryl Hendricksen, Fire Fighter
Albert Bandvik, Fire Fighter
Carroll Simpson, Fire Fighter
Thomas Schons, Fire Fighter (Resigned 6/30/82)
Michael Saulsbury, Fire Fighter (Recalled 7/1/82)

MOORHEAD FIRE DEPARTMENT RELIEF ASSOCIATION
 QUARTERLY FINANCIAL REPORT AS OF 12/31/82

4th QTR

SPECIAL FUND BALANCE BEGINNING THIS QUARTER \$ 43,621.44

RECEIPTS THIS QUARTER:

| | | |
|-------------------|----|-----------|
| Payroll Deduction | \$ | 12,602.83 |
| Tax Mill Levy | \$ | 95,079.49 |
| Fire Relief Aid | \$ | 49,012.43 |
| | \$ | |
| | \$ | |
| | \$ | |

TOTAL RECEIPTS THIS QUARTER \$ 156,694.75
200,316.19

DISBURSEMENTS THIS QUARTER:

| | | |
|-----------------------|----|------------|
| Retirement | \$ | 19,817.43 |
| VFBA | \$ | 412.00 |
| Refund | \$ | 52.69 |
| Investment Purchases | \$ | 170,000.00 |
| Actuary | \$ | 1,826.25 |
| Misc. Admin. Expenses | \$ | 284.00 |

TOTAL DISBURSEMENTS THIS QUARTER \$ 192,392.37

SPECIAL FUND BALANCE END THIS QUARTER \$ 7,923.82

#1 CASH BALANCE FOR CHECKING END THIS QUARTER \$ 7,923.82

| | BOOK VALUE | MARKET VALUE |
|--|------------------------|------------------------|
| #2 GOVERNMENT BONDS | \$ <u>479,359.89</u> | \$ <u>489,112.60</u> |
| #3 GOVERNMENT AGENCIES | \$ <u>556,403.13</u> | \$ <u>545,842.20</u> |
| #4 CORPORATE BONDS | \$ <u>357,475.32</u> | \$ <u>312,747.50</u> |
| #5 STOCK MARKET | \$ - | \$ - |
| #6 SAVING ACCOUNTS | \$ <u>350,000.00</u> | \$ <u>350,000.00</u> |
| #7 PRINCIPAL ACCOUNT BALANCE | \$ <u>40.48</u> | \$ <u>40.48</u> |
| #8 INCOME CASH BALANCE | \$ - | \$ - |
| #9 TEMPORARY INVESTMENTS | \$ <u>143,100.00</u> | \$ <u>143,100.00</u> |
| | <u>1,886,378.82</u> | <u>1,840,842.78</u> |
| TOTAL WORTH END THIS QUARTER (LINES 1-9) | \$ <u>1,894,302.64</u> | \$ <u>1,848,766.60</u> |
| INCREASE OVER LAST QUARTER | \$ <u>172,046.04</u> | \$ <u>213,160.69</u> |
| DECREASE FROM LAST QUARTER | \$ | \$ |

RESPECTFULLY SUBMITTED,

Dolan K. Rasmussen, TREASURER

DIVISION OF ENVIRONMENTAL HEALTH
ANNUAL REPORT TO CHIEF MARLAN ANDERSON
BY DONALD J. LAWRENCE

The Waste Management Board activities which the city and county endured for the past two years came to an end by the board's decision to eliminate Site 5 in Downer. Prior to that much effort and time was expended.

Drilling operations were monitored by the city at Site 5. The deep hole drilling of zero to 390 feet was registered, and a total of 100 soil samples were collected. The other sites were monitored by city and Clay County officials. By late spring all but Site 5 had been eliminated. The drilling operation ended, and much time was spent on preparation for the public hearings that were to be scheduled for summer. This involved research and preparation on E.P.A. regulations, over-land flooding and intrinsic suitability. There were 54 meetings conducted for Waste Management Board purposes, and 96 consulting, research and phone calls involving other activities were conducted.

The city's food service operation was surveyed by the state and federal agencies and a separate survey was done by the F.D.A. regarding the standardization of an inspector. According to officials, both surveys went well.

On or about November 15, 1982 this division and the state epidemiology personnel became involved in the investigation of a foodborne outbreak which lasted until November 20, 1982. The number of people exposed was 3,500 and the number who became

ill was 2,000. Much time was spent on interviewing and collecting data, including blood and stool specimens. A special food handlers course was required prior to reopening.

The survey reports of the food borne outbreak will be on file in the office of the division of environmental health.

Many thanks to Marge Lokken and Lynn Wagman, who have done excellent secretarial work for this division. Also, thanks to Keith Grosz, who compiled the information regarding the surveys which were conducted during the summer months.

Inspections/Investigations. 945
 Lecture 8
 Meetings. 25
 Pool Samples. 175
 Orders/Letters. 154
 Enforcement 57
 Class/Training Received 3
 Supervision Given July--August

WASTE MANAGEMENT BOARD ACTIVITIES

Consulting/Conference/Research/Phone . 96
 Meetings 4
 Drilling Monitoring, Samples100 (Estimated)
 Sites Monitored/As Required

COMPLAINTS

| | |
|-----------------------------------|-----|
| Food Service. | 6 |
| Grocery Store | 9 |
| Car Body. | .18 |
| Swimming Pool | 1 |
| Beet Plant. | .20 |
| Acid Odor | 4 |
| P.C.B.. | 1 |
| Housing | 5 |
| Chemical Dump | 1 |
| Abandoned Refrigerators | 2 |
| Backyard Drainage | 3 |
| Animals | 1 |
| Oil Spills. | 2 |
| Medical | 1 |
| Wood Pile | 1 |
| Smoke Odor. | 2 |
| Weeds/Referred. | .14 |
| Debris. | .20 |

CITY OF MOORHEAD
BUILDING CODES DIVISION
ANNUAL REPORT - 1982
BUILDING & ZONING

BUILDING CODE DIVISION STAFF

FLOYD A. FAGERLIE
ALBERT F. HAMMER
E. W. ANDERSON (11 MONTHS)
MARGE LOKKEN

CITY OF MOORHEAD BUILDING CODES DIVISION

ANNUAL REPORT - 1982

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

Transmitted herein is the Division's Annual Report which contains various tables, tabulations, comparisons and comments as indicated in the Table of Contents. It can be used to analyze growth areas and type of construction patterns from past years, or just to relate to current activity.

BUILDING CODE DIVISION GOAL & OBJECTIVES page 2

TABLE: FIELD INSPECTION WORKLOAD AND
PERFORMANCE page 3

TABLE SHOWING MONTHLY CONSTRUCTION
ACTIVITY DATA page 4

TABLE: 1972 THRU 1982 - COMPARISONS OF
CONSTRUCTION ACTIVITY BY
MAJOR CATEGORY page 5

TABLE: 1973 THRU 1982 - PERMIT, VALUATION,
AND REVENUE COMPARISONS page 6

SUMMARY OF INFORMATION IN TABLES page 7

ZONING ORDINANCE ENFORCEMENT page 8

GENERAL COMMENTS page 9

Respectfully submitted,

Floyd A. Fagerlie

Floyd A. Fagerlie
Building Codes & Zoning Administrator

BUILDING CODE DIVISION GOAL AND OBJECTIVES

Building Codes and Standards establish uniform minimum regulations controlling design, construction, quality of materials, use of materials, and occupancy of structures in such manner as to provide a reasonable safeguard to life, health, property and public welfare.

GOAL:

To enforce the minimum standards of the various disciplines of the State Building Code, and to provide required and requested professional services to the design firm, contractors, suppliers, general public and the City Council for orderly disciplined growth which benefits the city on matters relating to new construction.

OBJECTIVES:

1. For department staff to continually improve their knowledge of the code and be aware of changing construction methods, new technology, and the new materials available.
2. For department staff to use their knowledge in construction practices, to better effect practical and uniform application of code requirements during enforcement and to utilize an appropriate degree of flexibility in unique circumstances.
3. To enforce the code fairly and equitably by using sound judgement at all times to not unduly provoke a hardship on anyone, and to protect against civil action being initiated against the city.
4. To perform assigned duties efficiently by disseminating information and explanations in a clear and concise manner to avoid misunderstanding thereby promoting a better image for the department and the city.
5. To keep the Governing Body periodically informed on matters that may affect the department or the jurisdiction.
6. To display respect and courtesy toward those with whom we associate in our daily contact.

BUILDING CODES DIVISION, CITY OF MOORHEAD
FIELD INSPECTION WORK LOAD AND DOCUMENTED FIELD PERFORMANCE COMPARISONS FROM 1973 THROUGH 1981

| YEAR | VALUATION | PERMIT, LICENSE & SURCHARGE REVENUE | BUILDING | | | | | PLUMBING | | | | | HEATING | | |
|-------------|--------------|--|----------------------|----------------------|-----------------|---------------------|-----------------------|----------------------|-----------------|---------------------|---------------------|----------------------|-----------------|---------------------|--|
| | | | BLDG PER-MITS ISSUED | FIELD INSP RE-QUIRED | FIELD INSP MADE | % OF REOD INSP MADE | PLBPG PER-MITS ISSUED | FIELD INSP RE-QUIRED | FIELD INSP MADE | % OF REOD INSP MADE | HTG PER-MITS ISSUED | FIELD INSP RE-QUIRED | FIELD INSP MADE | % OF REOD INSP MADE | |
| 1973 | \$ 6,633,003 | \$ 11,987 | 286 | (@ 5) 1430 | 770 | 54% | 141 | 564 | 417 | 74% | 206 | (@1.8) 371 | 118 | 32% | |
| 1974 | 7,429,547 | 11,438 | 271 | 1355 | 584 | 43% | 84 | 336 | 260 | 77% | 271 | 488 | 139 | 28% | |
| 1975* | 12,317,931 | 25,810 | 338 | 1690 | 1509 | 89% | 157 | 628 | 412 | 66% | 177 | 319 | 102 | 32% | |
| (1) 1976 | 18,700,000 | 44,000 | 532 | (@ 6) 3192 | 2076 | 65% | 255 | 893 | 782 | 88% | 263 | 473 | 228 | 48% | |
| 1977 | 32,970,868 | 65,326 | 542 | 3252 | 2155 | 66% | 337 | 1180 | 1057 | 90% | 411 | 740 | 325 | 44% | |
| 1978 | 18,644,200 | 56,194 | 445 | 2715 | 2174 | 80% | 244 | 854 | 732 | 86% | 240 | 432 | 168 | 39% | |
| 1979 | 22,339,723 | 71,791 | 529 | (@6.3) 3333 | 2399 | 72% | 256 | 1024 | 800 | 78% | 384 | 691 | 292 | 42% | |
| 1980 | 14,803,000 | 68,970 (Inc \$9,250 Gas & Tree S/C coll.) | 436 | 2748 (+667) | 3008 | 88% | 136 | 544 | 541 | 73% | 213 | 383 (+138) | 401 | 77% | |
| 1981 | 28,416,479 | 77,559 | 388 | 3194 | 3136 | 98% | 83 | 332 | 345 | 100% | 199 | 298 | 292 | 95% | |
| 1982** | 7,880,623 | 48,523 | 394 | -- | 2464 | -- | 144 | -- | 344 | -- | 241 | -- | 258 | -- | |

* Inspector staff level constant from August 1975 until 10-15-81 when reduced from 4 to 3.
(1) 1976: Start of State Energy Code Enforcement and Handicap Code.
Average number of field inspections required are difficult to estimate for building permits as it can vary from as few as 2 on small jobs to well in excess of 50 on larger projects.
** Inspector staff level reduced from 3 to 2 (11-12-82).

BUILDING CODES DIVISION

MONTHLY 1982 BUILDING PERMIT AND VALUATION DATA

| | SINGLE FAMILY DWELLINGS | | MULTIPLE DWELLINGS | | NEW COMMERCIAL | | REM. & ADDN. COMMERCIAL | | GARAGES, UTILITY BLDGS, MISC. REMODEL | | DEMO OR MOVE | TOTAL PERMITS | TOTAL VALUATION |
|--------------|-------------------------|-----------|--------------------|-------------|----------------|--------------------|-------------------------|-----------|---------------------------------------|-----------|--------------|---------------|-----------------|
| | No. | Valuation | No. | Valuation | No. | Valuation | No. | Valuation | No. | Valuation | | | |
| JANUARY | | | 1(64) | \$1,900,000 | 1 | \$250,000(D) | 2 | \$ 23,000 | 3 | \$ 56,480 | | 7 | \$2,229,480 |
| FEBRUARY | 2 | \$ 76,000 | | | 1 | 111,600 | 5 | 118,500 | 5 | 25,400 | 1-D | 14 | 331,500 |
| MARCH | 1 | 38,000 | | | 1 | 15,000 | 12 | 173,400 | 5 | 43,500 | 3 | 22 | 269,900 |
| APRIL | 4 | 170,000 | 2(4) | 150,000 | | | 7 | 1,291,200 | 28 | 61,900 | | 41 | 1,673,100 |
| MAY | | | 1(4) | 196,000 | 2 | 116,000 | 2 | 62,000 | 28 | 143,700 | 2-M | 35 | 517,700 |
| JUNE | | | | | 3 | 106,800 | 6 | 167,400 | 17 | 38,800 | 4-M | 30 | 313,000 |
| JULY | | | | | | | 10 | 236,800 | 23 | 117,176 | 1-D | 34 | 353,976 |
| AUGUST | | | 2(4) | 150,000 | 2 | 55,200 | 11 | 94,600 | 27 | 109,692 | | 44 | 409,492 |
| SEPTEMBER | 2 | 117,000 | | | | | 10 | 25,175 | 23 | 79,700 | 2-M | 39 | 221,875 |
| OCTOBER | 4 | 193,600 | 2(4) | 150,000 | 1 | 8,000 | 3 | 16,700 | 19 | 49,600 | I-M | 31 | 417,900 |
| NOVEMBER | 1 | 46,000 | 1(2) | 75,000 | 2 | 4,000 | 5 | 41,250 | 14 | 20,200 | 1-D | 25 | 186,450 |
| DECEMBER | | | | | | | 7 | 70,300 | 9 | 26,200 | 1-D | 17 | 96,500 |
| SUB-TOTAL | 14 | 640,600 | 9(82) | 2,621,000 | 1-D 12 | 250,000 416,500 | 80 | 2,320,325 | 201 | 772,348 | 5-D 9-M | 339 | 7,020,873 |
| DILLWORTH | | | | | 8 | 513,700 | 5 | 38,500 | 26 | 103,550 | 1(M) 1(D) | 44 | 655,750 |
| GLYNDON | 2 | 78,000 | 1(2) | 80,000 | 1 | 6,000 | 2 | 9,500 | 5 | 30,500 | | 11 | 204,000 |
| TOTAL - 1982 | 16 | 718,600 | 10 (84) | 2,701,000 | 1-D 21 | 250,000 936,300 | 87 | 2,368,325 | 232 | 906,398 | 6-D 10-M | 394 | 7,880,623 |

COMPARISONS OF MAJOR CATEGORY BUILDING ACTIVITY

Building Permits and related valuations fluctuate considerably from year to year. The peak years in number of permits issued was 1976, 1977 and 1979 whereas the peaks in valuation were 1977 and 1981 at which time each of those years had one project with a high valuation.

| YEAR | SINGLE FAMILY DWELLINGS | MULTIPLE DWELLINGS | NEW AND REMODEL COMMERCIAL | MISC BLDGS & RES REM | TOTAL PERMITS & VALUATION |
|------------------|-------------------------|-------------------------|----------------------------|----------------------|---------------------------|
| 1972 | (54) \$ 1,400,000 | (1) \$ 114,000 | (98) \$ 2,835,000 | (136) \$ 237,000 | (289) \$ 4,586,000 |
| 1973 | (68) \$ 1,872,000 | (5) \$ 687,000 | (57) \$ 3,842,000 | (140) \$ 232,000 | (270) \$ 6,633,000 |
| 1974 | (48) \$ 1,360,000 | -0- | (63) \$ 5,738,000 | (139) \$ 311,000 | (250) \$ 7,409,000 |
| 1975 | (99) \$ 3,694,600 | (11) \$3,882,800 | (60) \$ 3,993,000 | (168) \$ 747,500 | (338) \$12,317,900 |
| 1976 | (117) \$ 5,078,900 | (27-356) \$5,936,300 | (77) \$ 6,663,500 | (311) \$1,017,000 | (532) \$18,695,700 |
| 1977 | (168) \$ 8,165,200 | (27-163) \$3,179,500 | (74) \$20,453,900 | (273) \$1,172,300 | (542) \$32,970,900 |
| 1978 MHD ONLY | (110) \$ 5,911,300 | (42-221) \$6,038,400 | (70) \$ 5,723,250 | (223) \$ 971,250 | (445) \$18,644,200 |
| 1979 MHD ONLY | (107) \$ 6,077,300 | (41-210) \$5,357,500 | (86) \$ 9,802,750 | (295) \$1,102,173 | (529) \$22,339,723 |
| 1980 | (32) \$ 1,796,300 | (27-200) \$5,902,400 | (101) \$ 6,033,800 | (256) \$1,070,500 | (436) \$14,803,000 |
| 1981 | (9) \$ 364,300 | (3-54) \$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 |

1973 THRU 1982 COMPARISONS OF VALUATIONS, PERMITS & REVENUE TABLE

| YEAR | BUILDING PERMIT VALUATIONS | BLDG PERMIT ISSUED | BUILDING PERMIT REVENUE | PLBGC PERMITS ISSUED | PLUMBING PERMIT REVENUE | HTG PERMITS ISSUED | HEATING PERMIT REVENUE | PLBGC & HTG LICENSE FEES | OTHER FEES COLLECTED | TOTAL SURCHARGE COLLECTED | TOTAL NUMBER PERMITS | TOTAL REVENUE |
|---------------|----------------------------|--------------------|-------------------------|----------------------|-------------------------|--------------------|------------------------|--------------------------|----------------------|---------------------------|----------------------|---|
| 1973 | \$ 6,630,000 | 286 | \$4,736 | 141 | \$ 1,301 | 206 | \$ 2,428 | \$ 1,913 | -0- | \$ 3,522 | 633 | \$ 13,900 |
| 1974 | \$ 7,430,000 | 271 | \$4,668 | 84 | \$ 917 | 271 | \$ 2,003 | \$ 2,161 | -0- | \$ 3,851 | 626 | \$ 13,600 |
| 1975 | \$12,320,000 | 338 | \$15,258 | 157 | \$ 2,883 | 177 | \$ 1,287 | \$ 2,188 | -0- | \$ 6,384 | 672 | \$ 28,000 |
| 1976 | \$18,700,000 | 535 | \$23,420 | 255 | \$ 5,135 | 263 | \$ 2,707 | \$ 3,046 | -0- | \$ 9,692 | 1053 | \$ 44,000 |
| 1977 | \$32,970,868 | 542 | \$38,806 | 337 | \$ 7,465 | 411 | \$ 4,201 | \$ 4,245 | -0- | \$10,609 | 1290 | \$ 65,326 |
| 1978 (MID) | \$18,644,200 | 445 | \$32,479 | 244 | \$11,446 | 240 | \$ 2,540 | | -0- | \$ 9,729 | 929 | \$ 56,194 |
| 1979 MID ONLY | \$22,339,723 | 529 | \$39,196.50 | 256 | \$13,483 | 384 | \$ 8,190 | | -0- | \$10,921 | 1169 | \$ 71,790.50 |
| 1980 | \$14,803,000 | 436 | \$31,272.50 | 136 | \$ 8,331 | 213 | \$ 5,257 | \$ 4,225 | * \$11,439 | \$ 8,445 | 785 | \$ 68,969.50 Codes Only \$ 59,720 |
| 1981 | \$28,416,479 | 388 | \$50,255 | 83 | \$ 4,328 | 199 | \$ 4,225 | \$ 2,720 | ** \$10,275 | \$ 5,755 | 670 | \$ 77,558 |
| 1982 | \$ 7,880,623 | 394 | \$25,486 | 144 | \$6,480 | 241 | \$ 5,452 | \$ 2,830 | \$ 3,616 | \$ 4,660 | 779 | \$ 48,524 |

* 1980 - Other Fees Collected Column \$11,439 includes collection of - \$8,650 for gas surcharge & \$600 tree surcharge
 ** 1981 - Other Fees Collected Column \$10,275 includes \$6,943 surcharge rebate & \$3,000 Dilworth & Glyndon J-P Agreement

SUMMARY OF INFORMATION IN TABLES

The number of Building Permits issued in 1982-1981 and 1980 was about the same which would indicate a stabilization in the drop from peak years of 1976-1979. Plumbing and heating permits increased by about 100 over 1981.

The valuation of construction activity in 1982 was close to the same as 1981 discounting the 20 million dollar Wastewater Treatment facility. Both years were down slightly from 1980.

Revenue was down in 1982 which gives indication that the average valuation per permit was less in 1982 than the previous two years.

Staff level reduced from 3 to 2 in mid November of 1982.

Workload for 1983:

Though quite unpredictable, I would expect to see the same number of permits issued in 1983 as the past 3 years. Inspection service demands paid for by permit fees should be about the same in 1983 but with the reduced staff there will be some inspection services that cannot be provided as in the past. Follow-up services on Zoning complaints will not be as timely as previously but they will be processed as expediently as possible.

Number of permits active on January 1, 1983 (slightly more than a year ago):

| | | | |
|------------------|---|----|-----------|
| Building permits | - | 84 | |
| Plumbing Permits | - | 49 | |
| Heating Permits | - | 46 | |
| | | | 179 Total |

* * * * *

BOARD OF APPEALS HEARINGS

The Board of Appeals conducted one hearing in 1982 that involved the Fairmont East project. The matter related to a request for acceptance of additional built-in life safety features in excess of code requirements as a trade-off so the size of the emergency exit windows could be reduced moderately. Considerable evidence and testimony was submitted and the Board of Appeals granted the request. The minutes of the Board Hearing and the action taken was submitted to the state as required by law and no negative response or ruling on the matter was returned to the board.

ZONING ORDINANCE ENFORCEMENT

The zoning enforcement has been implemented far more expediently and efficiently the past year than has been the case for the previous 3 or 4 years. It is a function that relates so closely to building code enforcement that it is difficult for the two to function from two different divisions.

It does consume a considerable amount of staff time as there are numerous inquiries at the counter and by phone each day (average of 6 to 8). The biggest percentage of the inquiries can be satisfactorily processed without field investigation. Marge Lokken has worked in the division so long she is able to answer numerous zoning questions without referral to me or my assistant Al Hammer.

Examples of the types of calls processed by phone or counter without field investigation from about 1000 sample calls:

- Over 200 - People giving an address and inquiring what zoned district it is in.
- 160 - Questions, specifically on front yard and side yard setback requirements.
- 30 - Inquiries on zoning requirements when there is a side lot or rear yard easement.
- 125 - Inquiries or proposals involving lot coverage.
- 190 - Calls and inquiries on requirements on fence or hedge locations.
- 125 - Inquiries on both specific and general zoning requirements in residential districts (both Multiple and R-1 and R-2).
- 55 - Inquiries on specific and general requirements in Commercial and Industrial districts.
- 100 - Parking requirement inquiries or parking complaints.

Examples of the most common zoning calls and inquiries that necessitate field investigation. Most matters in this category require additional follow-up with phone calls, correspondence or meetings with people involved. Occasionally there is a formal complaint filed and an appearance in court.

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

There were three variance requests to the Board of Adjustment applied for in 1982.

- 1) One request was withdrawn by the homeowner prior to the Board of Adjustment Hearing when the owner decided to wait a year or two before building an addition.
- 2) The Board of Adjustment granted a variance request of 2½ ft. for a side yard encroachment of a solar panel installation that was installed without a permit.
- 3) The Board of Adjustment granted a side lot variance request of 1½ ft. in order that the homeowner could build a single attached garage.

GENERAL COMMENTS

The scope of services and other responsibilities of the Building Code Division staff is not limited to the issuance of permits and making field inspections. The inspection profession has become highly technical and the knowledge of construction by one in the profession is becoming increasingly more important each year.

Many hours are spent in the pre-construction period with members of the design profession, contractors, clients and homeowners giving requested assistance on what they propose to do. Some proposals never progress to the stage where permits are issued and fees collected but this is never known initially.

The Building Code Division probably has more inter-department relationship than any single division in order to coordinate policy matters of other divisions affected by new or remodeling construction proposals before permit issuance.

- Planning and Community Development - Zoning and development matters.
It is estimated that for 9 months of 1982 approximately 10% of my time was spent working with Dick Reis on the Zoning Ordinance rewrite. Additionally, and almost daily, Reis and I have dialogue on some aspect of zoning.
- 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 inspections.
- Finance Department - Permit revenue collected and plumbing and heating licenses and bonds.
- Other divisions to lesser degrees.

There is also a continual need for outside studying and attending training seminars to keep abreast of changes in the building industry materials, methods and technology which benefits the locality. There is frequent attendance and participation necessary at informational meetings for civic, public, professional groups, and tradesmen to answer questions and disseminate this information.

Documenting and record keeping is becoming more voluminous and time consuming every year because of public demand and the demands of Federal, State and Local Government offices and outside agencies. Accurate tabulations of receipts and construction categories are required periodically.

In conclusion, the items mentioned are only a small portion of the variety of services provided by the division. The Building Codes Division functions as a technical service oriented center in which the staff is utilized daily by the citizens of Moorhead for far more than issuing permits and making field inspections.