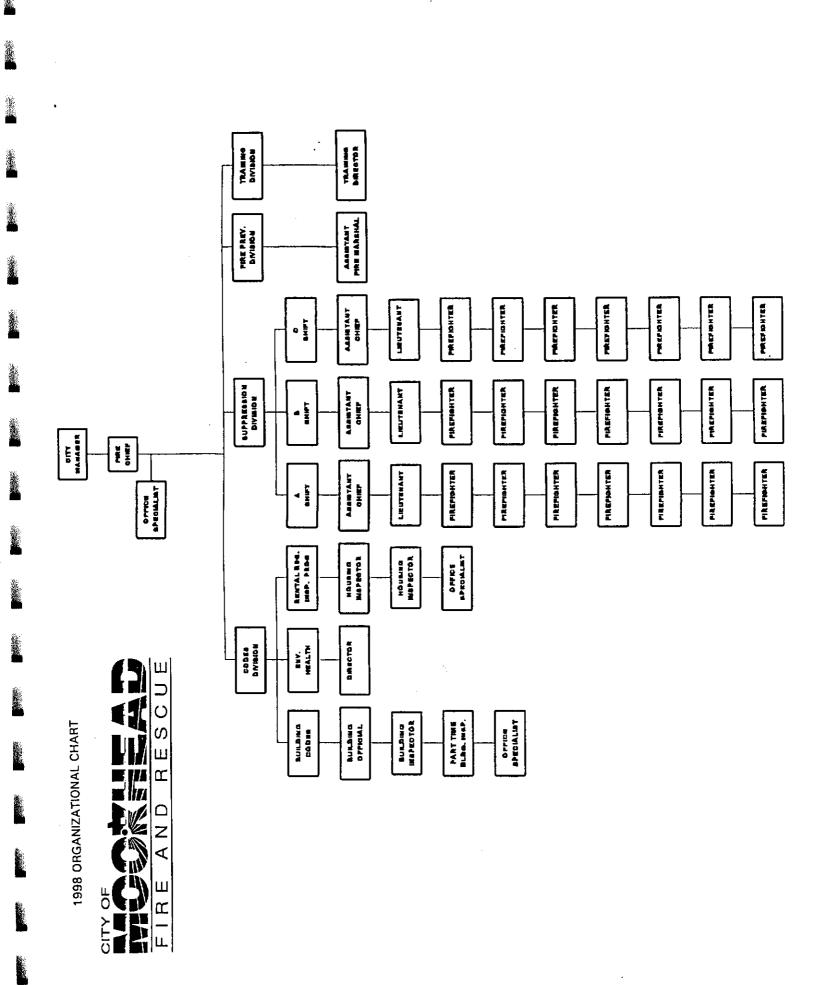
# MOORHEAD FIRE DIVISIONS 1998 ANNUAL REPORT



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

# 1998 MOORHEAD FIRE & RESCUE DEPARTMENT ANNUAL REPORT CHIEF'S REPORT Marty Soeth, Fire Chief

There were 1,978 emergency run responses in 1998, as compared to 1,949 in 1997, which is an increase of approximately 1.5%. The increases over the last five years are as follows:

<u>Year</u>	Number of Emergency Runs	<u>Increase</u>
1998	1,978	1.5%
1997	1,949	3%
1996	1,893	5.9%
1995	1,786	7.4%
1994	1,665	1.1%
1993	1,645	

The total fire loss for 1998 was \$540,588.00, which is nearly double the total fire loss of \$183,430.00 in 1997. Fire losses over the last five years are as follows:

<u>Year</u>	Total Loss For Year
1998	\$540,588.00
1997	\$183,430.00
1996	\$262,765.00
1995	\$581,856.00
1994	\$499,225.00
1993	\$331,190.00

Those retiring from the department in 1998, were Firefighter Harlan Halbakken, Fire Chief Gary Schulz and Fire Lieutenant Lyle Gernand.



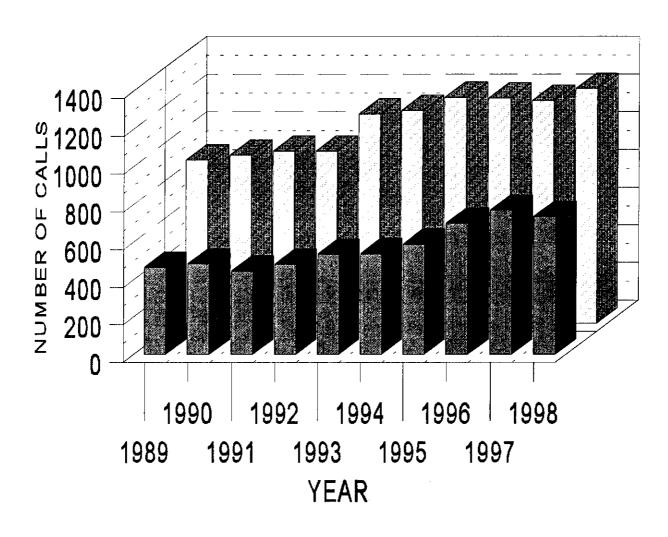
Promotions within our department in 1998 were as follows: Marty Soeth was promoted from Deputy Chief to Fire Chief, Firefighter Greg Doeden was promoted to Fire Lieutenant and Firefighter Joe Gaughan was promoted to Assistant Chief/Director of Training.

New Firefighters hired in 1998 were Dean Bloch and Bert McDonough. Karen Berg, Office Specialist from the Parks Department was hired as the new Office Specialist for the Building Codes Division. Karen replaced Gail Nelson as Gail was hired as a Rental Housing Inspector for the Rental Registration Housing Inspection Division.

We had a <u>very</u> busy year in 1998, and I feel a very special thanks must go to the Firefighters and Officers of the Moorhead Fire & Rescue, and also to all the employees of the Fire Administration Office. The Moorhead Fire & Rescue Department and Codes Office could not operate as efficiently and effectively as it now does without their experience, dedication and support.

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.

# ALARM CALLS 1989 - 1998



MEDICALS

OTHER EMERGENCIES INCLUDING FIRE



1998 MOORHEAD FIRE & RESCUE DEPARTMENT

# ANNUAL REPORT FIRE PREVENTION DIVISION Todd Erickson, Assistant Fire Marshal

Enclosed is the 1998 annual report for the Fire Prevention Division. This report includes activities from the Assistant Fire Marshal, Housing Inspectors and Fire Suppression Shift Inspectors.

Because of the inspections and corrected violations, the property in Moorhead becomes safer for residents, the property values increase for the owners, and the neighborhoods maintain their individuality and neighborhood pride.

In 1998, there was no loss of life in Moorhead due to fire, demonstrating the importance of fire prevention.

Public fire education classes were an important part of the 1998 Fire Prevention Program. The classes given included CPR, Fire Extinguisher Training, Fire Extinguisher/Fire Safety, Fire Safety, Fire Safety & Evacuation and Friendly Monster Program. Approximately 27 classes were given by the Moorhead Fire Prevention Division in 1998, with a total of 1,235 people attending.

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# FIRE PREVENTION QUARTERLY FIRE PREVENTION REPORT

JANUARY 1, 1998, THROUGH DECEMBER 31, 1998:
---

	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	TOTAL
Fire Prevention Man Hours on Field Inspections	139	219	158	40	556
Fire Prevention Bureau Inspections	166	306	234	82	788
Written Violations	108	145	81	16	350
Verbal Violations	44	75	44	14	177
Corrections	75	250	230	41	596
Housing Inspections	11	152	62	-0-	225
Units Inspected	43	69	90	-0-	202
Commercial Inspections	155	247	172	82	656
Building Code Inspections	-0-	-0-	-0-	-0-	-0-
New Inspections	112	159	117	53	441
Reinspections	54	143	117	29	343
Complaint Inspections	-0-	5	-0-	-0-	5

TIME SPENT IN THE FOLLOWING AREAS (HOURS):	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	TOTAL
Meetings and Conferences	273	25	43	28	369
Schools Attended	86	40	19	53	198
Fire Investigations	26	15	8	20	69
Fire Safety Classes Given	27	19	35	3	84
Fire Department Duties	345	184	212	242	983
Court Related Appearances	-0-	-0-	2	-0-	2
Plan Checks	2	9	5	-0-	16
TOTAL HOURS	759	292	324	346	1721



1998 MOORHEAD FIRE & RESCUE DEPARTMENT
ANNUAL REPORT
FIRE SUPPRESSION DIVISION
Marty Soeth, Fire Chief

The following report reflects the duties performed by the Suppression Division. In addition to responding to alarms, suppression includes training and other services performed by Fire & Rescue personnel.

Training is essential for our Officers and Firefighters to maintain and expand their skills. The fire service is an ever changing profession and to keep up with new technology, training is essential to learn these skills.

In 1998, there was a total of 1,978 emergency calls; of this number, 1,245 were emergency medical responses. I have attached a Breakdown of Responses for 1998 which also includes an estimated dollar loss.

The department's high level rescue team is actively training and operational. Hazardous Material training for the Regional Hazmat Team is an ongoing activity along with inspections, suppression, confined space, drivers training, water rescue and preplanning activities.

Facility and equipment occupies a great deal of time as reflected in the activity report on the following page.



# MOORHEAD FIRE & RESCUE SUPPRESSION DIVISION ACTIVITY HOURS FOR 1998

ACTIVITY	HOURS
Training	4,304.00
Facility Maintenance	3,130.00
Equipment Maintenance	4,083.00
Inspections	442.75
Public Education	597.00
Administration	2,921.00
Physical Training	2,417.50
Fire Runs	1,920.00
Medical Runs	1,202.50

# MOORHEAD FIRE & RESCUE DEPARTMENT 1998 BREAKDOWN OF RESPONSES

RESPONSES	NUMBER OF RESPONSES	ESTIMATED DOLLAR LOSS
FIRES IN STRUCTURES:		
1. Private Dwellings	17	\$178,056.00
2. Apartments	8	\$127,040.00
3. Hotels/Motels	0	\$-0-
4. All Other Residential	1	\$40.00
5. TOTAL RESIDENTIAL FIRES (lines 1 through 4):	26	\$305,136.00
6. Public Assembly	1	\$1,000.00
7. Schools and Colleges	1	\$350.00
8. Health Care and Penal Institutions	0	\$-0-
9. Stores and Offices	5	\$136,600.00
10. Industry, Utility, Defense, Laboratories, Manufacturing	1	\$40,000.00
11.Storage in Structures	2	\$19,972.00
12. Other Structures	16	\$4,430.00
13. TOTAL FOR STRUCTURE FIRES (lines 5 through 12):	52	\$507,488.00
OTHER FIRES AND INCIDENTS:		
14a. Fires in Highway Vehicles	14	\$32,950.00
14b. Fires in Other Vehicles	0	\$ <i>-</i> 0-
15. Fires outside of Structures with Value Involved, but Not Vehicles	3	\$150.00
16. Fires in Brush, Grass, Wildland	9	\$-0-
17. Fires in Rubbish, including Dumpsters	17	\$-0-
18. All Other Fires	5	\$-0-
19. TOTALS FOR FIRES (lines 13 through 18):	100	\$540,588.00
20. Rescue, Emergency Medical Responses	1,245	\$-0-
21. False Alarm Responses	224	\$-0-
22. Mutual Aid or Assistance Responses	0	\$-0-
23a. Hazardous Materials Responses (spills, leaks)	28	\$-0-
23b. Other Hazardous Responses (arcing wires, etc.)	57	*-O-
24. All Other Responses (smoke scares, lock-outs, etc.)	324	\$-0-
25. TOTAL FOR ALL INCIDENTS (lines 19 through 24):	1,978	\$540,588.00

# RENTAL REGISTRATION

# INSPECTION PROGRAM



# 1998 MOORHEAD FIRE & RESCUE DEPARTMENT ANNUAL REPORT RENTAL REGISTRATION/INSPECTION PROGRAM Todd Erickson, Assistant Fire Marshal

The Rental Registration/Inspection Program was initiated in July of 1986. Since its inception, the Rental Housing Program 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 such as deterioration of housing, parking problems, absentee landlords and overcrowding of rental property.

There are currently 927 properties registered as rental with a total of 4,519 individual units. In 1998, there were 1,316 housing inspections made. There were 2,156 written housing violations with 1,384 of these violations being fully corrected.

I believe the 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.



# RENTAL HOUSING QUARTERLY FIRE PREVENTION REPORT FOR RENTAL INSPECTORS AND SHIFT INSPECTIONS

### **JANUARY 1, 1998, THROUGH DECEMBER 31, 1998:**

	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	TOTAL
Fire Prevention Man Hours on Field Inspections	288	550	295	141	1274
Fire Prevention Bureau Inspections	318	491	341	166	1316
Written Violations	489	976	609	82	2156
Verbal Violations	1	2	1	-0-	4
Corrections	311	406	392	275	1384
Housing Inspections	318	363	334	165	1180
Units Inspected	353	1184	461	203	2201
Commercial Inspections	-0-	-0-	-0-	-0-	-0-
Building Code Inspections	-0-	-0-	-0-	1	1
New Inspections	180	252	164	22	618
Reinspections	138	217	176	143	674
Complaint Inspections	7	9	14	5	35

### TIME SPENT IN THE FOLLOWING AREAS (HOURS):

	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	TOTAL
Meetings and Conferences	7	21	20	-0-	48
Schools Attended	8	-0-	-0-	-0-	8
Fire Investigations	-0-	-0-	-0-	-0-	-0-
Fire Safety Classes Given	-0-	-0-	-0-	-0-	-0-
Fire Department Duties	-0-	-0-	-0-	-0-	-0-
Court Related Appearances	-0-	-0-	-0-	-0-	-0-
Plan Checks	-0-	-0-	-0-	-0-	-0-
TOTAL HOURS	15	21	20	-0-	56

# **RENTAL HOUSING FEES COLLECTED IN 1998**

MONTH	REINSPECTION FEES			LATE	LATE REGISTRATION COPIES			COPIES	
	1996	1997	1998	1996	1997	1998	1996	1997	1998
JANUARY	0	\$25.00	0	\$80.00	\$50.00	\$390.00	\$5.00	0	\$77.80
FEBRUARY	0	\$25.00	\$250.00	\$30.00	0 .	\$280.00	\$5.00	0	0
MARCH	\$25.00	0	0	\$30.00	0	\$180.00	0	0	0
APRIL	\$50.00	\$175.00	\$175.00	\$40.00	\$240.00	\$1160.00	0	0	\$66.00
MAY	\$25.00	\$25.00	\$75.00	\$140.00	\$40.00	\$640.00	\$5.00	0	0
JUNE	\$75.00	\$175.00	\$25.00	0	0	\$400.00	\$86.70	\$10.00	0
JULY	0	0	0	\$80.00	0	0	0	0	0
AUGUST	\$100.00	0	\$175.00	0	0	\$80,00	0	0	0
SEPTEMBER	0	0	\$125.00	0	0	0	0	0	0
OCTOBER	\$150.00	\$375.00	\$800.00	\$80.00	0	\$10.00	0	\$11.00	0
NOVEMBER	\$75.00	\$250.00	\$100.00	\$90.00	\$70.00	\$530.00	0	0	0
DECEMBER	\$50.00	\$400.00	\$350.00	\$60.00	\$740.00	\$530,00	0	0	\$10.00
TOTAL	\$550.00	\$1450.00	\$2075,00	\$630.00	\$1140.00	\$4200.00	\$101.70	\$21.00	\$153.80

QUARTER	REII	SPECTION	FEES	LATE REGISTRATION FEES COPIES			COPIES	PIES		
	1996	1997	1998	1996	1997	1998	1996	1997	1998	
JAN/FEB/MAR	\$25.00	\$50.00	\$250.00	\$140.00	\$50.00	\$850.00	\$10.00	0	\$77.80	
APR/MAY/JUN	\$150.00	\$375.00	<b>\$</b> 275.00	\$180.00	\$280.00	\$2200.00	\$91.70	\$10.00	\$66.00	
JUL/AUG/SEP	\$100.00	0	\$300.00	\$80.00	0	\$80.00	0	0	0	
OCT/NOV/DEC	\$275.00	\$1025.00	\$1250,00	\$230.00	\$810.00	\$1070.00	0	\$11.00	\$10.00	

rh/rh fees collected comparison report.wpd

# ENVIRONMENTAL HEALTH



(218) 299-5434 FAX (218) 299-5072

# 1998 MOORHEAD FIRE & RESCUE DEPARTMENT ANNUAL REPORT ENVIRONMENTAL HEALTH DIVISION Don Lawrence, Environmental Health Director

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

The Moorhead's Mandatory Food Service Training Program which was initiated in the mid 1970's, was discontinued in 1998, with the adoption of the new Food Code. The State Department of Health and the Department of Agriculture will have a Mandatory Food Service Program in effect in 1999, which will cover bakeries, grocery stores, food service, delis, processing plants, etc. There will be several different private agencies that will be giving the required course work for the mandatory State certification.

The Citizen Action Requests, which are basically nuisance complaints we receive consist of junk vehicles, some complaints concerning restaurants, junk/debris, improper disposal of pesticides, oil spills, etc. Some of these complaints also occur in mobile home parks. It has been noted there have been some improvements regarding nuisance conditions in mobile home parks. Also, presently there are two consulting firms that deal specifically with indoor air problems. We use these firms as referrals. We do have limited information regarding indoor air problems such as mold, radon, etc.



16.

However, this information is provided upon request. Some outdoor air problems can be referred to the Minnesota Pollution Control Agency. Oil spills or complaints of that nature are also referred to that agency.

There were 169 letters written regarding Citizen Action Requests this year; 22 were referred to the Office of the City Attorney for compliance. This is an increase from last year. Four complaints were referred to the City for abatement. Of the complaints, some were incorporated with the inspection and reinspection of mobile home courts.

The vending machines have increased since the program was initiated; in 1989, there were 62 machines and in 1998, there were an estimated 126.

Some of the positive changes in 1998, were:

- (1) Some improvement of the conditions of the mobile home parks.
- (2) Plan reviews for eight remodeling or new construction on food service one for a motel.
- (3) The State and local adoption of the FDA Food Code.
- (4) A local and State committee had been formulated earlier this year and input from our office to the committee was conducted. Subject material was critical control points and scheduled versus non-scheduled inspections.

# ENVIRONMENTAL HEALTH REPORT DIRECTOR

# JAN. 1, 1998, THROUGH DEC. 31, 1998:

77	TAI	

IUIAL
612
802
446
397
23
213
5
58
393
102
8

# TIME SPENT IN OTHER AREAS (HOURS)

### **TOTAL**

Meetings and Conferences	71
Schools Attended	35
Classes Given	-0-
Court Related Appearances	-0-
Plan Checks	45
TOTAL HOURS	151

# BULDENG CODES



# 1998 ANNUAL REPORT BUILDING CODES DIVISION Rick Davidson, Building Official/Zoning Administrator

Included herein is the Divisions's Annual Report which contains comparisons of permit activity in 1998 to previous years and comments about the past year.

TABLE: 1989 - 1998 COMPARISONS OF CONSTRUCTION ACTIVITY BY MAJOR CATEGORY	Page 2 <i>′</i>
TABLE: 1989 - 1998 PERMIT, VALUATION AND REVENUE COMPARISONS	Page 2′
COMMENTS:	Page 22



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YEAR	NUMBER OF BLDG PERMITS	BUILDING PERMIT	BUILDING PERMIT REVENITES	NUMBER OF MECH	MECH PERMIT REVENIES	NUMBER OF PLMB PERMITS	PLUMBING PERMIT PEVENITES	PLMB/HTG LICENSE GEES	OTHER FEES	TOTAL MN SUR-	NUMBER OF TOTAL	TOTAL
1989	468	24,634,420.00		514	11,395.00	191	15,885.50	4.390.00	2.420.00	11 932 00	1 173	130 503 50
1990	447	21,012,716.00	77,077.00	368	9,240.00	432	19,389.00	5,030.00	3,575.00	10,761.60	1.247	,
1991	513	23,085,259.00	74,398.50	387	12,022.00	426	21,132.00	4,540.00	2,525.00	11,279.00	1,326	\$ 125,896.50
1992	615	19,970,216.00	79,644.50	390	12,722.00	324	21,363.50	2,810.00	6,860.00	11,056.50	1,329	\$ 134,456.50
1993	729	43,554,522.00	148,686.50	512	17,731.00	288	23,330.00	4,830.00	3,540.00	21,283.52	1,529	\$ 219,401.02
1994	989	26,651,516.00	101,530.00	468	15,558.00	971	30,150.00	3,790.00	1,590.00	14,515.20	2,125	\$ 167,133.20
1995	649	23,831,684.00	93,139.50	591	18,064.00	9//	28,374.00	2,190.00	1,640.00	13,518.00	2,016	\$ 156,925.50
1996	554	25,069,947.00	93,735.75	565	19,033.00	650	22,585.00	3,420.00	1,785.00	13,464.00	1,769	\$ 154,022.75
1997	620	20,702,468.00	75,175.00	647	19,407.00	381	14,396.50	3,495.00	1,905.00	11,675.50	1,648	\$ 126,054.00
1998	621	28,077,235.00	103,510.00	513	17,524.00	303	17,447.00	3,455.00	4,567.00	15,698.00	1,437	\$ 162.201.00

# 10 YEAR COMPARISON OF BUILDING ACTIVITY BY CATEGORY

	NEW SI	NEW SINGLE FAMILY DWELLING		NEW MULTIPLE DWELLING	ILTIPLE LING		COMME	COMMERCIAL (NEW & REMODEL)	GARAGE	GARAGE PERMITS & RESIDENTIAL REMODEL	MISC		TOTALS	
YEAR	# OF PERMITS	VALUATION	#OF PERM	# OF UNITS		VALUATION	#OF Permits	VALUATION	#OF PERMITS	VALUATION	BLDG PERMITS	#OF PERMITS	VALUATION	MULT
1989	98	\$ 7,093,500.00	8	99	\$ 1,98	,984,000.00	120	\$ 14,696,285.00	220	\$ 860,635.00	34	468	\$ 24,6	24,634,420.00
1990	65	\$ 5,372,000.00	6	64	\$ 1,20	1,204,000.00	130	\$ 13,131,260.00	205	\$ 1,222,756.00	38	447	\$ 20,9	20,930,016.00
1991	99	\$ 4,804,900.00	-	128	\$ 3,41	\$ 3,414,000.00	134	\$ 13,442,021.00	256	\$ 1,424,338.00	99	513	\$ 23,0	23,085,259.00
1992	135	\$ 11,731,334.00	5	76	\$ 2,68	2,680,000.00	110	\$ 3,722,820.00	318	\$ 1,836,062.00	47	615	\$ 19,9	19,970,216.00
1993	141	\$ 13,660,500.00	17	155	\$ 3,62	\$ 3,623,000.00	109	\$ 24,248,351.00	332	\$ 2,022,671.00	130	729	\$ 43,5	43,554,522.00
1994	72	\$ 7,678,000.00	13	51	\$ 2,10	\$ 2,104,500.00	113	\$ 13,959,123.00	376	\$ 2,909,893.00	112	989	\$ 26,6	26,651,516.00
1995	128	\$ 12,092,300.00	3	9	\$ 39	390,000.00	121	\$ 8,131,729.00	319	\$ 3,217,655.00	78	649	\$ 23,8	23,831,684.00
1996	77	\$ 7,956,300.00	2	4	\$ 24	240,000.00	111	\$ 14,541,159.00	312	\$ 2,332,488.00	52	554	\$ 25,0	25,069,947.00
1997	52	\$ 5,904,000.00	5	20	\$ 1,20	1,204,000.00	101	\$ 9,460,260.00	371	\$ 4,134,208.00	91	620	\$ 20,7	20,702,468.00
1998	101	\$ 9,989,147.00	4	6	\$ 1,32	\$ 1,320,000.00	106	\$ 14,401,050.00	337	\$ 2,367,038.00	73	621	\$ 28,0	28,077,235.00

### THE CODES DEPARTMENT

The Moorhead Codes Department, which is located in the Main Fire Station Annex, is staffed by a Building Official/Zoning Administrator, a Plumbing/Heating/Building Inspector, a half-time Building Inspector, a part-time Building Inspector, and an Office Specialist.

The principal responsibilities of the Codes Department are the enforcement of the various laws and ordinance enacted by the City and State regulating building construction and zoning.

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

Enforcement of the Zoning Ordinance occupies a significant amount of staff time with Board of Adjustment activities, complaint investigations, ordinance reviews, inquiries from the public, and public meetings heading the list. Major revisions of the Zoning Ordinance were begun in 1998 and will continue for the next year or two.

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

### **THE YEAR 1998**

A total of 620 building permits were issued in 1998 which equaled 1997. Valuation, however, increased by 36% to \$28,077,235.

New home construction topped 100 units as 101 new single family dwellings were constructed with a total value of \$9,989,147. Commercial construction surged ahead of 1997 with \$16,401,050 in total value, a 73% increase.

### REVENUE

Total revenue for the year was \$162,201 for the 1437 permits issued. This represents an increase of 29% over 1997.

### PERSONNEL STATUS

Don Sakry started his ninth year as Building/Plumbing/Heating Inspector. Don also assists with plan reviews, permit issuance, and answering code questions. Don attended the Building Officials of Texas Chapter's Annual Educational Institute in Arlington, Texas in January.

Kurt Wenzel started his sixth year in the Codes Department as a Building Inspector. Kurt attended the Colorado Building Officials Annual Educational Institute in Denver, Colorado, in March.

Karen Berg replaced Gail Nelson as our office specialist in December. Gail had been with the Codes Department since 1988. Karen came to the Codes Department from the Parks Department. These staff members issue more than one thousand permits each year as well as preparing more than 40 technical reports, supervise contractor licensing, and direct thousands of inspection requests.

Rick Davidson completed eleven years of service in 1998 as Building Official and Zoning Administrator. Rick attended ICBO's Annual Education and Code Change Conference in San Diego in September. Rick also sits on the Minnesota Building Officials International Residential Code Change Committee, the State Education Committee, the International Zoning Code Committee, and a Technical Advisory Committee to the Governors Construction Codes Advisory Council as well as being active in a number of building official chapter activities.

### SUMMARY

Based on valuation, 1998 was second only to 1993, in the last ten years in construction activity. New home construction was up. Commercial construction was up. Initial indications are that those trends will continue into 1999. Moorhead experienced a successful construction year in 1998 with continued growth expected into the foreseeable future.