



AGENDA Pa 2
DATE 2.16.16

Robert L. Gagnon, Fire Chief

FIRE DEPARTMENT MONTHLY REPORT JANUARY 2016



Protecting Your Future

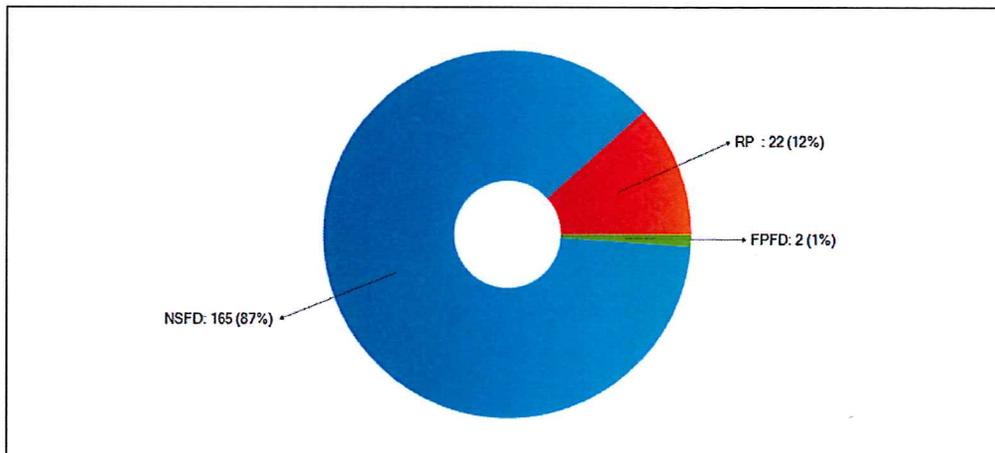
Chief Bob Gagnon



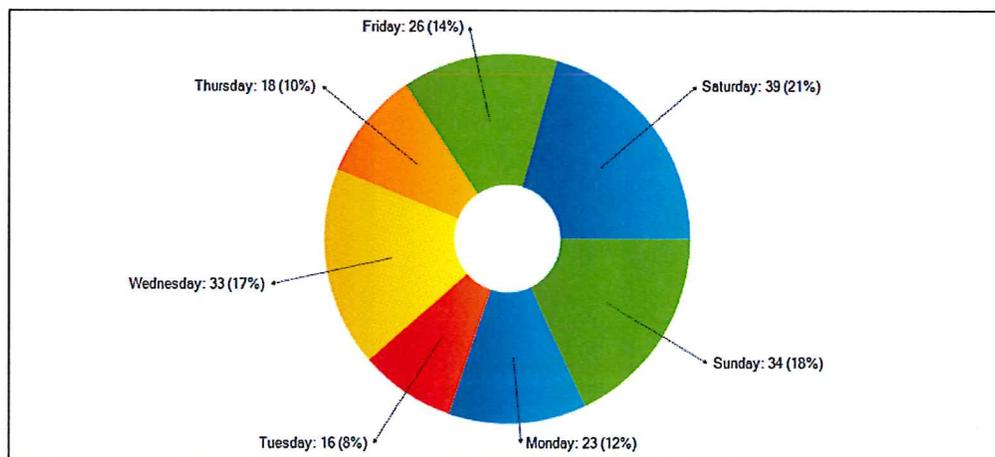
The department held a retirement celebration for Firefighter-Driver Don Medema who served the department for 26 years. Don has played a vital part in the training of several of our firefighters over his career. He will certainly be missed and we wish him the very best as he begins his retirement.

Department staff worked throughout the month compiling data required for the FY 2016/FY 2017 budget process.

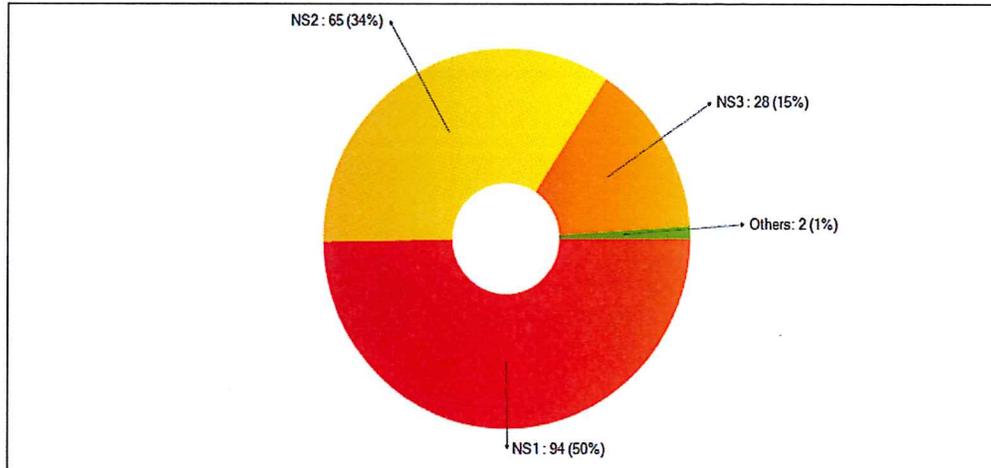
The department received information of the passing of former Firefighter Al Bohland. Mr. Bohland proudly served the Norton Shores Fire Department from 1958-1975. Upon learning of Al's passing, both current and former department members began to reflect on the positive impact he had on those around him. Department members were present at the funeral to honor Firefighter Bohland's time of service with our department.



Calls for service by jurisdiction



Calls for service by day of the week



Calls for service by Fire Station

The second Monday of the month Norton Shores Fire Department provides the location for SafeKids car seat inspections at our Fire Station #3 from 10:00 a.m. until 1:00 p.m. In the month of January we had 10 car seat inspections, with 10 seats distributed to families in need with a value of \$500.00.

Overtime Coverage

Full-Time 168.5 Hours

- Coverage due to employee off on injury, sick, vacation, and part-time shift give ups.

ACCIDENT / INJURY REPORT

PERSONNEL INJURIES

Injury Type	Medical Attention Required	Lost Time Y/N	Factors contributing to the injury
N/A	N/A	N/A	N/A

PERSONNEL LEAVE REPORT

Leave Type	Light Duty Y/N	Duties Performed
N/A	N/A	N/A

ACCIDENT REPORT

Accident Type	At Fault	Description
N/A	N/A	N/A



Norton Shores Fire Department

Incident date range: 01/01/2016 - 01/31/2016

Calls for Service	Incident Totals		Grand Total	
ACCIDENT W/UNK INJUR	15	0	15	
ASLT W / MED 1	2	0	2	
ASLT W / MED 2	2	0	2	
BURNING COMPLAINT	1	0	1	
CO TEST	6	0	6	
COMMERICAL FIRE	1	0	1	
FD ASSIST CITIZEN	14	0	14	
FIRE ALARM COMMERCIAL	8	0	8	
FIRE ALARM RESIDENTIAL	1	0	1	
FUEL SPILL	1	0	1	
GAS LEAK - INSIDE	1	0	1	
ICE RESCUE	1	0	1	
MEDICAL EMERGENCY-PRIORITY 1	111	0	111	
MEDICAL EMERGENCY-PRIORITY 2	17	0	17	
MEDICAL EMERGENCY-PRIORITY 3	1	0	1	
PERS INJ ACCIDENT	9	0	9	
PERS INJ-MINOR INJUR	1	0	1	
STILL ALARM	3	0	3	
STRUCTURE FIRE	5	0	5	
SUICIDE-MED1	7	0	7	
VEHICLE NEAR BLDG	1	0	1	
WIRES DOWN/POLE FIRE	6	0	6	
	Total	184	0	214



Canteen 450 responded to 2 calls for January

Responses:

Norton Shores -	0
Muskegon Fire -	2

Donated Hours:

Operational Hours -	7
Staff Hours -	43
Total Response YTD -	29

Supplies:

Coffee -	130 cups
Hot Chocolate -	19 cups
Gatorade -	16
Bottled Water -	51
Snacks/Cakes -	15

Deputy Chief Joe Kinnucan

APPARATUS AND EQUIPMENT

- 462 Meekhof Tire repaired a defective valve stem in tire.
- 473 The defective pressure regulator on the cascade system was repaired by station personnel. Meekhof Tire repaired a tire with a nail in it.

All other vehicles and equipment are in service and in normal operation.

FACILITIES

Station #3 experienced two different occasions of roof leaks due to the freezing and melting of snow during the month. Station personnel and J. Stevens Roofing were involved with correcting the issues.

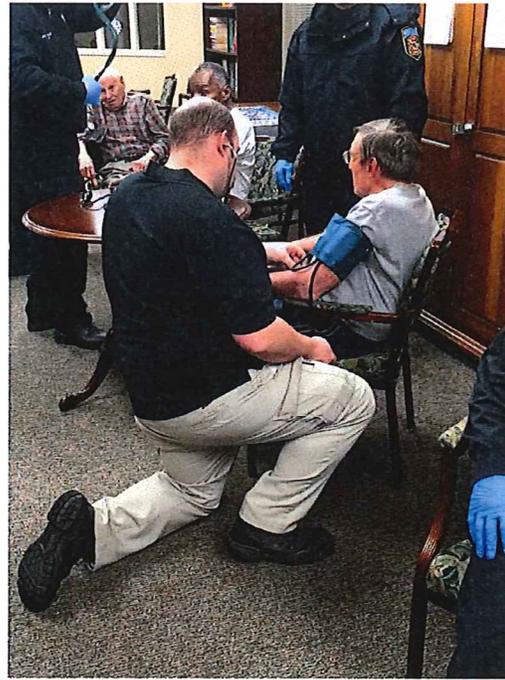
All other stations are in service and operating as normal.

PERSONNEL AND DEPARTMENT ACTIVITIES

The Norton Shores Underwater Recovery Team took to the pool at Norton Pines to refresh on the basics of scuba diving itself, equipment familiarization, and maintenance checks. This dive allows members to practice such things as buddy breathing and regulator recovery in a controlled, safe environment.



The months of January through March are when the department members practice their skills in medical care. The month of January, we refreshed on the usage of Narcan, used for narcotic overdoses, practiced the application of basic airway adjuncts, and visited both Seminole Shores and Dayspring Living Centers to hone our skills of patient assessment and vital signs on geriatric patients.





Operations Division

Monthly Training

<u>Date</u>	<u>Time</u>	<u>Class Description</u>	<u>Sta</u>	<u>Shift</u>	<u>Hours</u>
LP Lecture/Practical					
1/5/16	0900	CPR Recertification	NS3	B	2.25
1/6/16	1830	CPR Recertification	NS3	G	2.5
1/7/16	0900	CPR Recertification	NS3	R	2.5
1/7/16	1830	CPR Recertification	NS3	R	2.5
1/11/16	0900	Narcan Protocol—Prep	NS3	R	1.75
1/12/16	1830	Narcan Protocol—Prep	NS3	B	1.75
1/13/16	0900	Narcan Protocol—Prep	NS3	G	2
1/13/16	1830	Narcan Protocol—Prep	NS3	G	1.6
1/20/16	0900	Airway Mng. Ventilation	NS3	R	2
1/21/16	1830	Airway Mng. Ventilation	NS3	B	2
1/22/16	0900	Airway Mng. Ventilation	NS3	G	2
1/22/16	1830	Airway Mng. Ventilation	NS3	G	1.5
1/26/16	1830	Special Considerations	NS3	G	1.75
1/27/16	0900	Special Considerations	NS#	R	2
1/28/16	0900	Special Considerations	NS3	B	2.75
1/28/16	1830	Special Considerations	NS3	B	1.75
Total					32.5



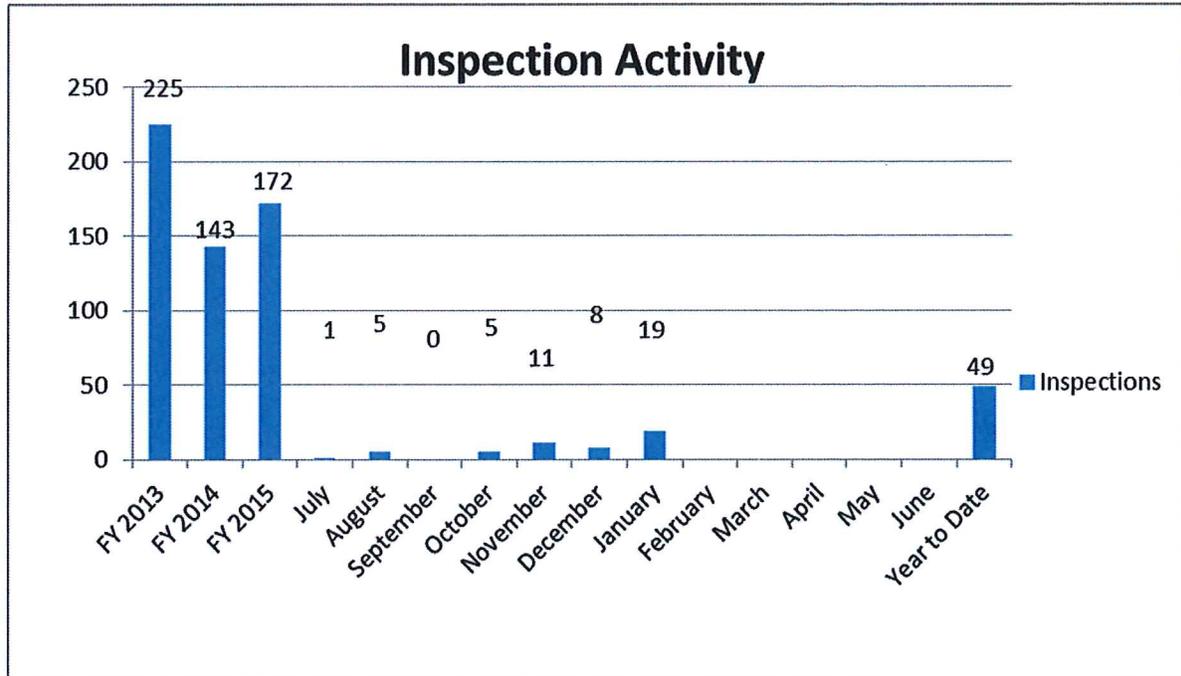
Operations Division

<u>Date</u>	<u>Time</u>	<u>Class Description</u>	<u>Sta</u>	<u>Shift</u>	<u>Hours</u>
SS Self Study					
1/4/16	0800	Employee Right to Know	NS3	G	1
1/5/16	0800	Employee Right to Know	NS3	B	1
1/6/16	0800	Employee Right to Know	NS3	G	1
1/7/16	0800	Employee Right to Know	NS3	R	1
1/8/16	0800	Employee Right to Know	NS3	G	1
1/13/16	0800	Employee Right to Know	NS3	H	1
1/18/16	0800	Employee Right to Know	NS3	H	1
Total					7
LL Lecture					
1/14/16	1830	Incident Management Sys	NS3	B	2
1/29/16	1800	Recruit Training	NS3	R	2
Total					4
MT Meeting					
1/20/16	1830	Department Meeting	NS3	R	3.25
Total					3.25

Total Classes: 26

Fire Marshal Ted Karnitz

INSPECTION ACTIVITIES



Norton Shores

Fire Safety Inspections: 12
 Re-inspections: 3
 New Construction: 0
 Complaints: 0
 Violations Cited: 14

Roosevelt Park

Fire Safety Inspections: 0
 Re-inspections: 4
 New Construction: 0
 Complaints: 0
 Violations Cited: 0



INSPECTION LOCATIONS

- 99 Bottles of Beer (Pheasant Run Plaza) 5871 Harvey Street – Fire Suppression Inspection
- Pheasant Run Condo Association 5901 Harvey—Fire Suppression Inspection
- Cannon-Muskegon Corp. 2875 Lincoln Street – Fire Alarm Inspection
- Cassell Gymnastics & Dance 1180 Devin Drive – Fire Suppression Inspection
- Chili's Grill and Bar 3583 Henry Street – Hood Inspection
- Fairfield Inn & Suites Hotel 1520 E. Mt. Garfield Road – Fire Suppression Inspection
- Hampton Inn 1401 Ellis Road – Fire Suppression Inspection
- Hines Corporation 1218 East Pontaluna Road – Fire Suppression Inspection
- No More Sidelines/Folkert Community Hub 640 Seminole Road – Hood Inspection & Re Inspection
- Plumbs Inc. 1663 West Sherman Blvd. – Hood Inspection & Re Inspection
- Aldi Foods 2715 Henry Street – Fire Suppression Re Inspection
- Dollar Tree 2695 Henry Street – Fire Suppression Re Inspection
- Essentra Components 1269 East Mt Garfield Road Suite E – Fire Suppression Re Inspection
- Handsome Henry's 3065 Henry Street – Liquor License Re Inspection
- Mattress Firm 5411 Harvey Street – Fire Suppression Re Inspection
- Pints & Quarts/CF Prime 950 West Norton Ave – Liquor License Re Inspection

Department Staff:	1	Plan Reviews—Bldg.	1
New Home Approvals:	1	Fire Fighter Right to Know Site Visits:	0
Lock Boxes Installations/Updates:	1	Fire Fighter Right to Know Updates:	24
Fire Department Trainings:	3	FOIA Requests:	9
Smoke Detectors Installed:	13	Fire Inspection Training: (Hrs.)	25
Fire System Reviews	0	Fire Investigation Training (Hrs.)	0
Site Plan Reviews:—	1	Meetings—Professional:	2
Remodel Plan Reviews:	1	Planning Commission:	0
City Council: (NS)	2	City Council: (RP)	0



MEETINGS / TRAININGS

- Muskegon County Fire Inspectors
- Mastering Media Interview – Muskegon Community College
- NSFD / State mandated Medical License CEU trainings
 - ◊ Professional Rescuer CPR
 - ◊ Geriatrics
 - ◊ Preparatory procedures
- Michigan Fire Inspectors Society Winter Conference - Lansing
- Michigan Consumer Fireworks Training – Lansing

PLAN REVIEWS/ACCEPTANCE TEST

- Building Plan Reviews/Acceptance Inspection
 - ◊ Goober's Bakery 4165 Grand Haven Road – Hood Smoke Test
 - ◊ Essentra Components 1269 E. Mt. Garfield Road – Suppression Acceptance
- New Home Approvals
 - ◊ 6352 Norfolk Drive
- Site Plan Review
 - ◊ 6835 Grand Haven Road



LOCK BOX INSTALLS/UPDATES

- Plumbs Plaza 1663 W. Sherman Blvd. – New Install

PUBLIC EDUCATION EVENTS

- MOKA Station tour

SMOKE ALARM INSTALLS

- Total NSFD Installs: 96 Homes – 440 installs
 - January 2016 Installs – 3 Homes/13 Installs
 - Norton Shores -3 Homes/13 Installs
 - ◇ 1094 E Hile – 4
 - ◇ 1462 Canterbury – 6
 - ◇ 1020 Calgary – 3

FOIA REQUESTS/COMMUNITY DEVELOPMENT BLOCK GRANT REQUESTS

- 5251 Harvey St. (2 Requests)
- 3929 Hess St. (2 Requests)
- 1294 Norton Ave.
- 1249 Pontaluna Rd.
- 1285 Pontaluna Rd.
- 2223 Reneer Ave.
- 7365 Grand Haven Rd.



Fire Prevention Bureau

FIRE INVESTIGATIONS	Norton Shores	Muskegon County
Fires Investigated	0	0

GENERAL INFO

Fire Prevention Bureau staff instructed safety training to City Hall employees on Martin Luther King Day. Fire Inspector Munson has continued annual liquor license inspections and used car license inspections. Assisted Grand Haven Public Safety with the NSFD fire extinguisher trainer.

Building/Fire Prevention staff researched several capital request items for FY17.

On duty fire and building staff visited ongoing remodel at Maranatha Lodge. Goal was to understand older building construction issues.

The Fire Marshal involved in the following issues:

- Winnetaska Association - gravel portion of project approved; legal description and filing with County Clerk remaining open issue
- Lake Harbor Road/South hill climb area fire code road requirements – met with resident to discuss project



Building Official Steven Sheldon

NEW COMMERCIAL

Contractor	Address	Issued For	Project Value
TOTAL PERMITS	0	TOTAL VALUE	\$0.00

COMMERCIAL ADDITION, ALTERATION & REPAIR

Contractor	Address	Issued For	Project Value
Owner	2654 S Getty St.	Replace a section of siding	\$400.00
Hughes Builders, Inc.	5566 Grand Haven Rd.	Structural Concepts: Remodel	\$100,000.00
Muskegon Quality Builders	131 Seaway Dr.	Harbourtowne Health: Add bathrooms	\$28,000.00
TOTAL PERMITS	3	TOTAL VALUE	\$128,400.00

NEW HOMES

Contractor	Address	Issued For	Project Value
Allen Edwin Home Builders	865 Torrie Cir.	New single family dwelling	\$137,000.00
Eastbrook Homes	6352 Norfolk Dr.	New single family dwelling	\$222,000.00
TOTAL PERMITS	2	TOTAL VALUE	\$359,000.00

RESIDENTIAL REMODEL & REPAIR

TOTAL PERMITS	3	TOTAL VALUE	\$75,000.00
----------------------	---	--------------------	-------------

GARAGE & CARPORTS

TOTAL PERMITS	0	TOTAL VALUE	\$0.00
----------------------	---	--------------------	--------

RESIDENTIAL (ROOF, WINDOW, SIDING & DOOR)

TOTAL PERMITS	6	TOTAL VALUE	\$30,271.00
----------------------	---	--------------------	-------------

FENCES

TOTAL PERMITS	1	TOTAL VALUE	\$2,970.00
----------------------	---	--------------------	------------



POOLS

TOTAL PERMITS	0	TOTAL VALUE	\$0.00
----------------------	----------	--------------------	---------------

SIGNS

TOTAL PERMITS	2	TOTAL VALUE	\$18,500.00
----------------------	----------	--------------------	--------------------

DEMOLITION

TOTAL PERMITS	0	TOTAL VALUE	\$0.00
----------------------	----------	--------------------	---------------

MISCELLANEOUS /OTHER

TOTAL PERMITS	0	TOTAL VALUE	\$0.00
----------------------	----------	--------------------	---------------

TRADE PERMITS

Electrical 34

Mechanical 39

Plumbing 12

TOTAL	85		
--------------	-----------	--	--



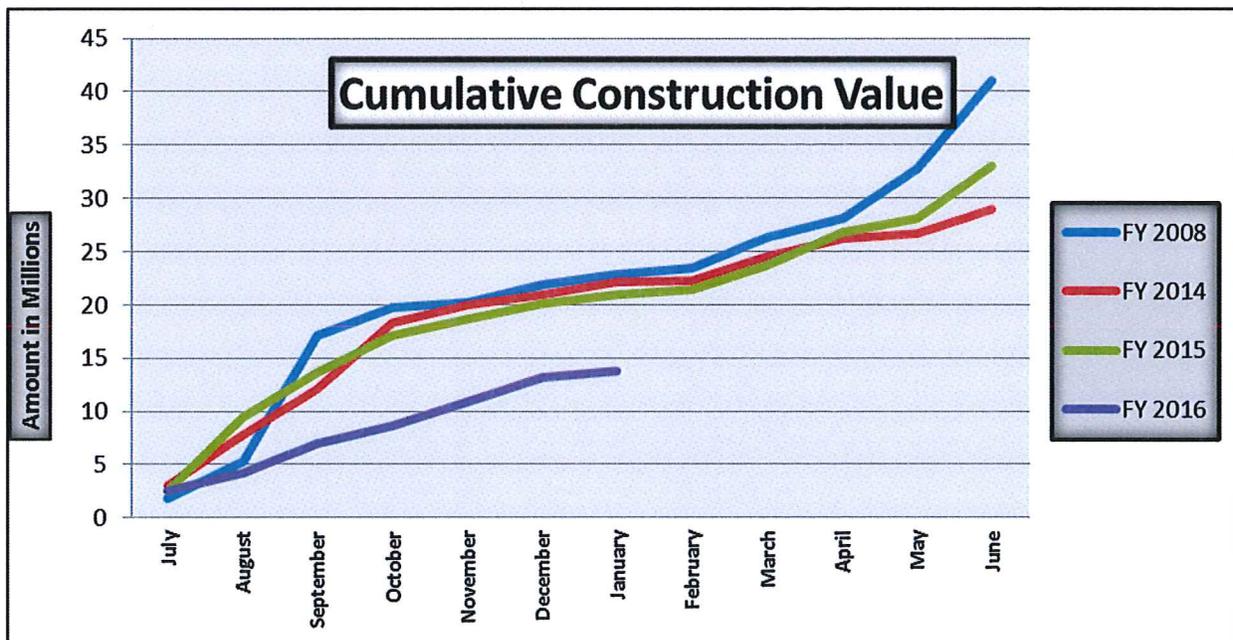
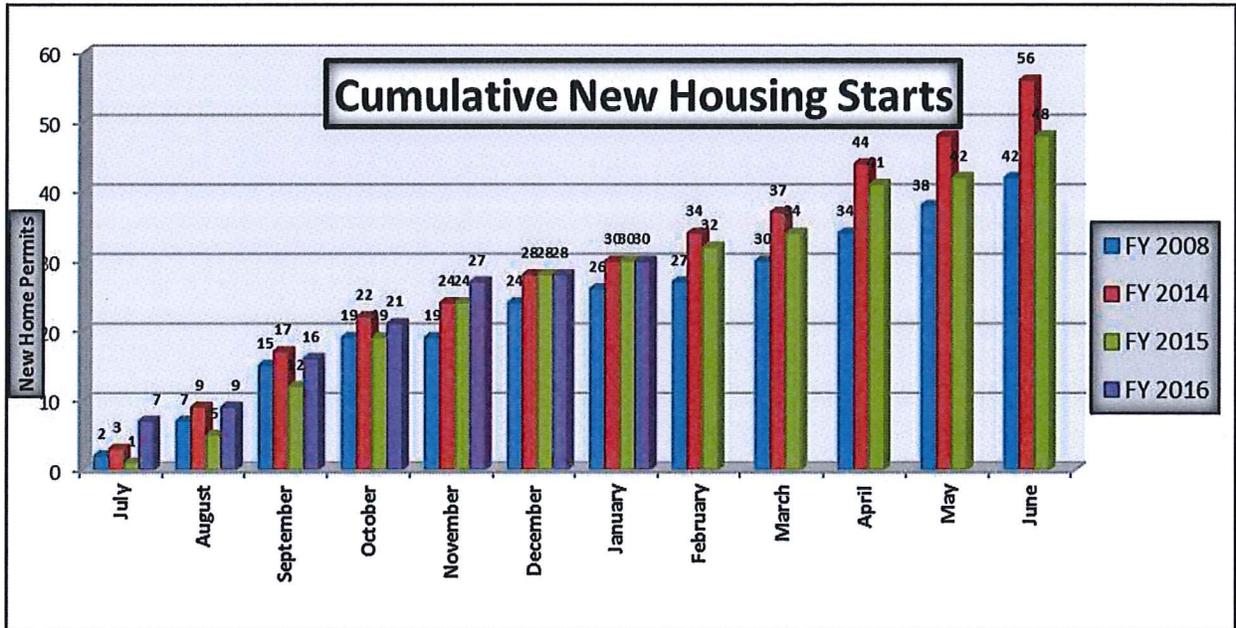
BUILDING PERMIT SUMMARY

	To Date FY 2016	January FY 2016	January FY 2015	January FY 2014
Bldg. Permits:	467	17	21	27
Total Fees:	\$250,200	\$19,884	\$28,619	\$20,425
Total Value:	\$13,793,406	\$614,141	\$1,190,579	\$840,335

BUILDING DIVISION ACTIVITIES

The Building Division issued 17 permits at a value of \$614,141 and performed 497 inspections for the month of January. This included 17 building, 34 electrical, 39 mechanical, and 12 plumbing permits. Five (5) of the building permits were subject to a full plan analysis.

New enforcement for property maintenance issues:	28
Enforcement issues closed:	23
Notice and Orders placed on properties for unresolved violations:	0
Notice and Orders removed for compliance:	0
Vacant homes with property violation concerns:	30
Review of structures through request / notification of Fire Department:	3
FOIA requests completed:	11





ORDINANCE ENFORCEMENT ACTIVITY - JULY 2015

Date Received	Address	Junk & Debris	Vehicle	Grass/Weeds	Hydrant FDC Obstruct	Snow Exit Obstruct	Bldg/PD/DPW	Leaves	Pods	Other	Status	Resolved
Status Closed												
6/23/2014	2856 Continental St.	1						1			Closed	7/6/2015
8/28/2014	2856 Continental St.	1							1		Closed	7/6/2015
4/29/2015	2832 Sheffield St.	1									Closed	7/13/2015
5/1/2015	2142 W. Norton Ave.	1		1				1			Closed	7/6/2015
5/14/2015	2843 Worden St.	1							1		Closed	7/15/2015
6/2/2015	751 August Rd.	1		1							Closed	7/6/2015
6/5/2015	2252 Warren Ave.			1							Closed	7/2/2015
6/8/2015	2074 Belmont Dr.			1							Closed	7/2/2015
6/9/2015	5406 Davis Rd.										Closed	7/13/2015
6/9/2015	2936 Austin St.			1							Closed	7/6/2015
6/10/2015	2094 Plainfield Ave.			1							Closed	7/6/2015
6/11/2015	1633 Hendrick Rd.			1							Closed	7/2/2015
6/11/2015	1508 Bayview Dr.			1							Closed	7/13/2015
6/16/2015	2222 Norman Ave.	1		1							Closed	7/14/2015
6/17/2015	160 First Ave.		1						1		Closed	7/2/2015
6/22/2015	1754 Norton Ave. W.			1				1			Closed	7/2/2015
6/24/2015	2094 Plainfield Ave.			1							Closed	7/6/2015
6/25/2015	3038 Bailey St.			1							Closed	7/21/2015
6/30/2015	1121 Vick Rd.			1							Closed	7/14/2015
6/30/2015	2891 Stratford St.			1							Closed	7/14/2015
7/1/2015	3907 Henry St.			1							Closed	7/6/2015
7/6/2015	5152 Lake Harbor Rd.			1							Closed	7/6/2015
7/13/2015	1703 Sherman Blvd. W.			1							Closed	8/3/2015
7/15/2015	4271 Henry St.			1							Closed	7/15/2015
7/15/2015	2230 Hughes Ave.		4								Closed	8/3/2015
7/16/2015	4783 Marshall			1							Closed	8/10/2015
7/23/2015	4556 Grand Haven Rd.		1	1							Closed	8/6/2015
7/23/2015	117 Lakeshore Blvd.		1	1							Closed	8/4/2015



ORDINANCE ENFORCEMENT SIGNS - JANUARY 2016

Date Received	Type	Location	Owner	FD Relocated	FD Returned	FD Removed	Owner Removed	Status	Resolved
1/14/2016	Other	Forest Park Rd. & Lake Harbor Rd.	231-780-3686			1		Closed	1/14/2016
Grand Total									1