



AGENDA 8a2
DATE 4.19.16

Robert L. Gagnon, Fire Chief

FIRE DEPARTMENT MONTHLY REPORT MARCH 2016



Protecting Your Future

Chief Bob Gagnon



The Fire Department command staff has reviewed the needs of the department for the upcoming FY 2017 budget. Department administration and City administration have been working together to address the needs and prepare a budget for presentation to City Council.

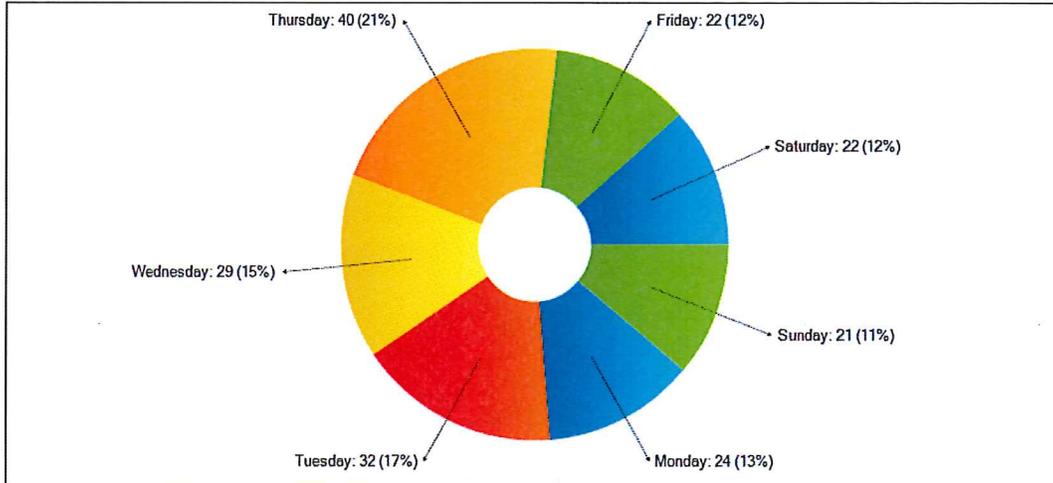


The hiring process to replace the position formerly held by retired firefighter driver Don Medema, was completed this month. I am pleased to report that long time part-time firefighter Adam Langlois finished at the top of the process and was offered the position of firefighter driver beginning March 21, 2016. Mr. Langlois has served the department for 16 years in a part-time capacity and brings with him considerable knowledge skills and abilities that will serve the department well as he begins his new career.

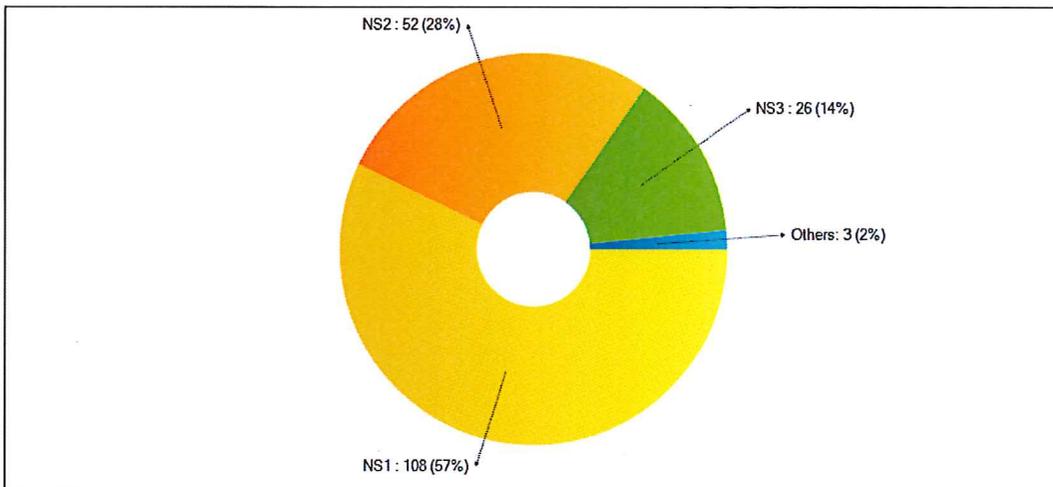
In the fire service, you must be trained to handle a wide variety of emergencies. Below is one example of what firefighters faced while on shift during the month of March.



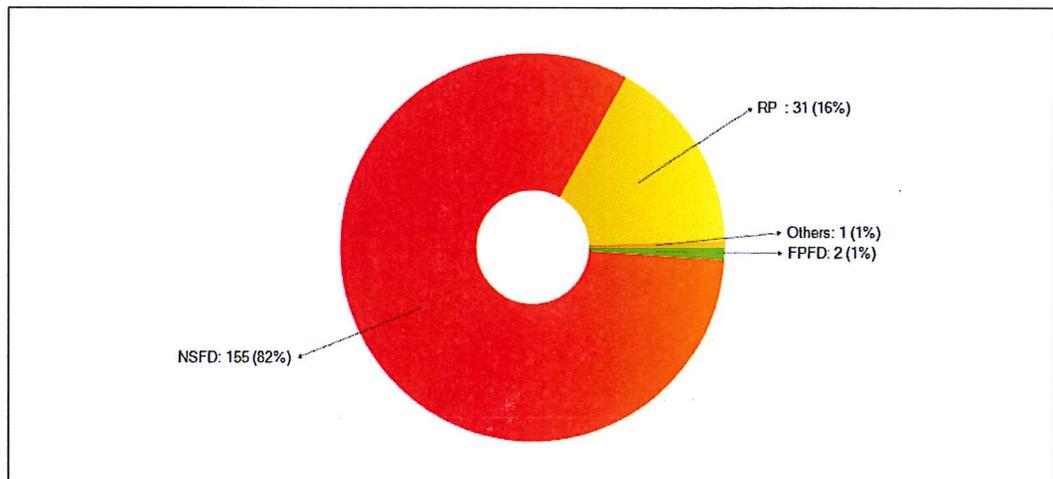
Firefighters rescue boy caught in table.



Calls by Day of Week



Calls by Station



Calls by Jurisdiction



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 March we had 12 car seat inspections, with 10 seats distributed to families in need with a value of \$500.00

Overtime Coverage

Full-time 72 Hours

- Coverage due to employee off on sick leave and vacations.

Part-time 4 Hours

- Coverage due to employee off sick leave and vacations.

ACCIDENT / INJURY REPORT

PERSONNEL INJURIES

Injury Type	Medical Attention	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	Comments
N/A	N/A	N/A	N/A

ACCIDENT REPORT

Accident Type	At Fault	Description	Comments
Vehicle-damage to plowing back blade	Yes	While moving snow, back blade struck a light post base at Sta. #3.	Employee was reminded to remain more vigilant. Accident report



Canteen 450 responded to 3 calls in March

Responses:

Norton Shores -	1
Muskegon Fire -	2

Donated Hours:

Operational Hours -	5
Staff Hours -	35
Total Response YTD -	38

Supplies:

Coffee -	40 cups
Gatorade -	19
Bottled Water -	54
Snacks/Cakes -	2



Deputy Chief Joe Kinnucan

APPARATUS AND EQUIPMENT

- 421** This vehicle has been moved to Station #3 as part of the staffing reorganization, and will now become 423.
- 423** Cummins Bridgeway has completed repairs to the onboard generator, and the vehicle is back in service.
This vehicle has been moved to Station #1 as part of the staffing reorganization, and now will become 421.
- 473** Station personnel completed the replacement of the vehicle's wiper arm.
- 481** The chainsaw was found to be defective and repairs made by Ace Hardware in Spring Lake.

Ice Rescue Suits Last month we reported discovering some leaks in the suits during training. Upon further investigation, quality repairs to the suits may no longer be available due to their age. Department staff is still working on the issue.

Additional vehicles that have been relocated as part of the staffing reorganization are 489, 480, and 483. These vehicle unit numbers will continue to remain the same.

All other vehicles and equipment functioning properly, as expected.

FACILITIES

Station #1 personnel replaced a bad roller on garage door #1.

All other facilities operating properly, as expected.

PERSONNEL AND DEPARTMENT ACTIVITIES

March was a month of preparation for staff station assignment reorganization. Beginning in March, the Captains will now be stationed primarily at Station 3 with the department administration. The department Lieutenants will now be at each station, filling the role of the station officer, in addition to their duties associated with training. This move will assist with streamlining operations and provide more complete officer oversight.

Our community volunteer, Alivia Blair, has now been working at Stations 1 and 2. This is an expanded role for her, and she is enjoying the change of pace it has to offer. Soon she will be paying the Fire Prevention Bureau a visit as well.

Department personnel have completed all required respiratory fit testing requirements.

Department training for the month of March touched on the art of Communications. This covered all forms of communications from face-to-face, to radio usage, to written reports.



Dive team training for the month was trailer cleaning and inventory. Members of the team removed each piece of equipment to determine it's proper functioning and cleanliness.



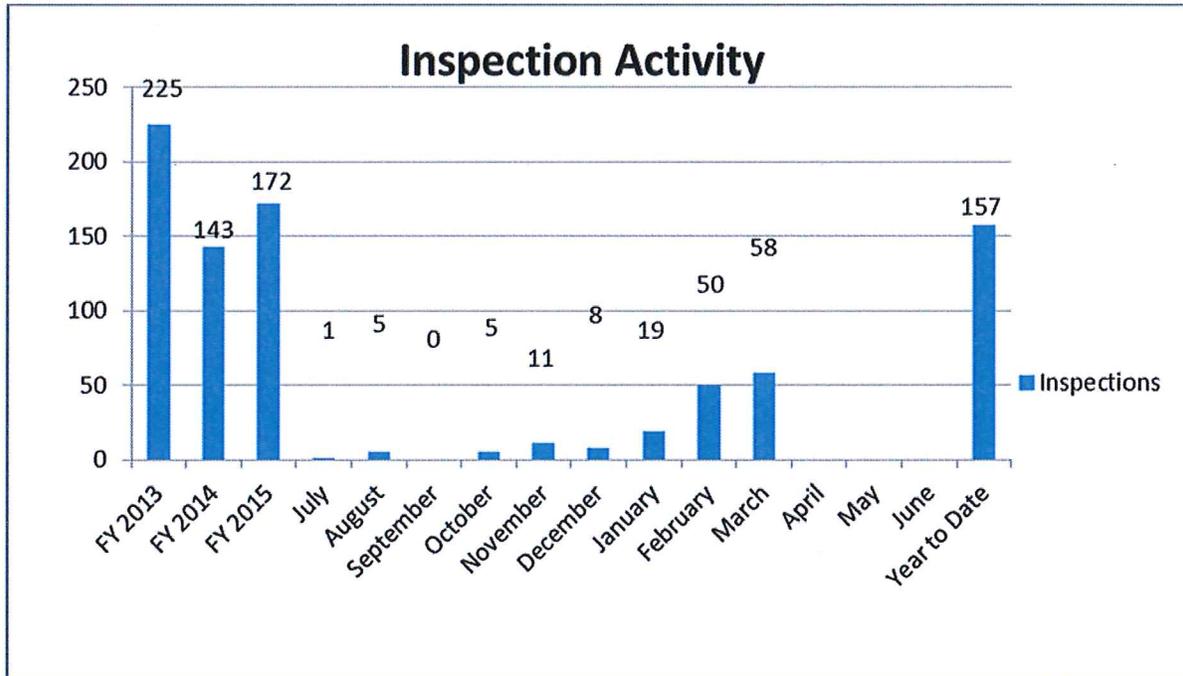
March 2016 Training

Training 709	Hours
MEETINGS	20.25
Command Staff	20.25
OUTSIDE TRAINING	36
SCBA Repair Training	36
MAKEUP TRAININGS	19.75
Ice Rescue make-up	3.5
Mandatory EAP training (for those who were not in attendance at the department meeting)	16.25
DIVE TEAM	19.25
Dive Team Training (Station #3)	19.25
FIT TESTING	6
Fit Testing	5
(blank)	1
MEDICAL TRAININGS	36.75
Communications - Medical #8 PT Assessment 2L. DVK	14
Communications - Medical #8 PT Assessment 2L. KINNUCAN	6
Communications - Medical #8 PT Assessment 2L. MUNSON	8.75
Communications - Medical #8 PT Assessment 2L. TOPPING	8
Grand Total	138



Fire Marshal Ted Karnitz

INSPECTION ACTIVITIES



Norton Shores

Fire Safety Inspections: 11
 Re-inspections: 44
 New Construction: 0
 Complaints: 0
 Violations Cited: 18

Roosevelt Park

Fire Safety Inspections: 2
 Re-inspections: 2
 New Construction: 0
 Complaints: 0
 Violations Cited: 3



PLAN REVIEWS/ INSTALLS/FIRE FIGHTER RIGHT TO KNOW

New Home Approvals:	6	Plan Reviews—Bldg.	4
Fire System Reviews:	0	Fire Fighter Right to Know Updates:	35
Site Plan Reviews:	4	FOIA Requests:	3
Lock Boxes Installations/Updates:	7	Smoke Alarm Installs:	14

PLAN REVIEWS

- Building Plan Reviews/Acceptance Inspection
 - ◇ Art Van 630 Seminole Rd.
 - ◇ 1349 Wealthy Ave.
 - ◇ Employee Benefit Services 489 Seminole Rd.
 - ◇ Salon 5829 Harvey St.

- New Home Approvals
 - ◇ 166 West Farr Rd.
 - ◇ 278 East Farr Rd.
 - ◇ 6250 Norfolk Dr.
 - ◇ 6630 Windflower Way
 - ◇ 6494 Friedrich Trail
 - ◇ 3443 Winnetaska Rd.

- Site Plan Review
 - ◇ Allen Branch 900 Wilson Rd.
 - ◇ Langlois Stores 3000 Henry St.
 - ◇ Vacant 5607 Harvey St.
 - ◇ Vacant 6835 Grand Haven Rd.



SMOKE ALARM INSTALLS

- Total NSFD Installs: 105 Homes – 470 Installed
 - ◊ March 2016 Installs – 3 Homes/14 Installed
 - ◊ Norton Shores -3 Homes/14 Installed
 - * 655 August
 - * 1654 Bayview
 - * 3534 Wayne
 - ◊ Roosevelt park – No Installations

LOCK BOX INSTALLS/UPDATES

- Commercial
 - ◊ Watkins Pharmacy & Surgical Supply – 1391 Sherman Blvd.
 - ◊ Fed Ex Express – 5832 Grand Haven Rd.
 - ◊ Applied Industrial Technologies – 6090 Grand Haven Rd.
 - ◊ Bakker Auto Trim - 3148 S. Getty St.

- Residential
 - ◊ 3360 Lincoln St.
 - ◊ 561 Tournament Cir.
 - ◊ 845 Oakridge Rd. (RP)

FOIA REQUESTS

- 2336 – 5th Street, Muskegon Heights (Fire)
- 2222 Norman Ave.
- 3929 Hess St.

PUBLIC EDUCATION EVENTS

- Girl Scout Respect Authority/First Aid Badge visit – NSFD #3
- March Reading Everyday Heroes – Churchill Elementary



Fire Prevention Bureau

<u>FIRE INVESTIGATIONS</u>	<u>Norton Shores</u>	<u>Muskegon County</u>
Fires Investigated	1	0

GENERAL INFO

Fire Inspector Munson performed liquor license renewal & used car lot inspections.

Fire Marshal Karnitz met with Bob Scolnik on Boys & Girls Club fundraiser event at 4460 Cherrywood.

Fire Marshal was involved in the following issues:

- Winnetaska Association - legal descriptions of turnarounds issue still in legal review
- Lake Harbor Road/South Hill Climb area Fire Code road requirements



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	211 Seaway Dr.	Verdoni's: Install wall in kitchen	\$500.00
Owner	3148 Getty St.	Bakker Auto: Add 3 internal doors	\$650.00
Owner	4344 Airline Rd.	Airline Motel: Tear off & re-roof	\$2,100.00
Owner	630 Seminole Rd.	Art Van: Tent sale: May 19th-June 1st	\$500.00
Owner	630 Seminole Rd.	Art Van: Tent sale: July 28th-August 18th	\$500.00
Chamber Homes LLC.	423 W Norton Ave.	Next IT: Repair drywall/cabinets	\$3,000.00
Fredricks Construction Co.	489 Seminole Rd.	Employee Benefit Services: Remodel	\$38,000.00
TOTAL PERMITS	7	TOTAL VALUE	\$45,250.00

NEW HOMES

Contractor	Address	Issued For	Project Value
Branch Construction	166 W. Farr Rd.	New detached single family dwelling	\$260,000.00
Eastbrook Homes	6700 Westshire Dr.	New detached single family dwelling	\$240,000.00
Eastbrook Homes	6250 Norfolk Dr.	New detached single family dwelling	\$169,000.00
TOTAL PERMITS	3	TOTAL VALUE	\$669,000.00

RESIDENTIAL REMODEL & REPAIR

TOTAL PERMITS	5	TOTAL VALUE	\$55,543.00
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GARAGE & CARPORTS

TOTAL PERMITS	0	TOTAL VALUE	\$0.00
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Building Division

RESIDENTIAL (ROOF, WINDOW, SIDING & DOOR)

TOTAL PERMITS	23	TOTAL VALUE	\$126,475.00
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FENCES

TOTAL PERMITS	6	TOTAL VALUE	\$20,306.00
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POOLS

TOTAL PERMITS	0	TOTAL VALUE	\$0.00
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SIGNS

TOTAL PERMITS	1	TOTAL VALUE	\$5,686.00
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DEMOLITION

TOTAL PERMITS	1	TOTAL VALUE	\$500.00
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MISCELLANEOUS /OTHER

TOTAL PERMITS	3	TOTAL VALUE	\$8,050.00
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TRADE PERMITS

Electrical 36

Mechanical 53

Plumbing 15

TOTAL	104		
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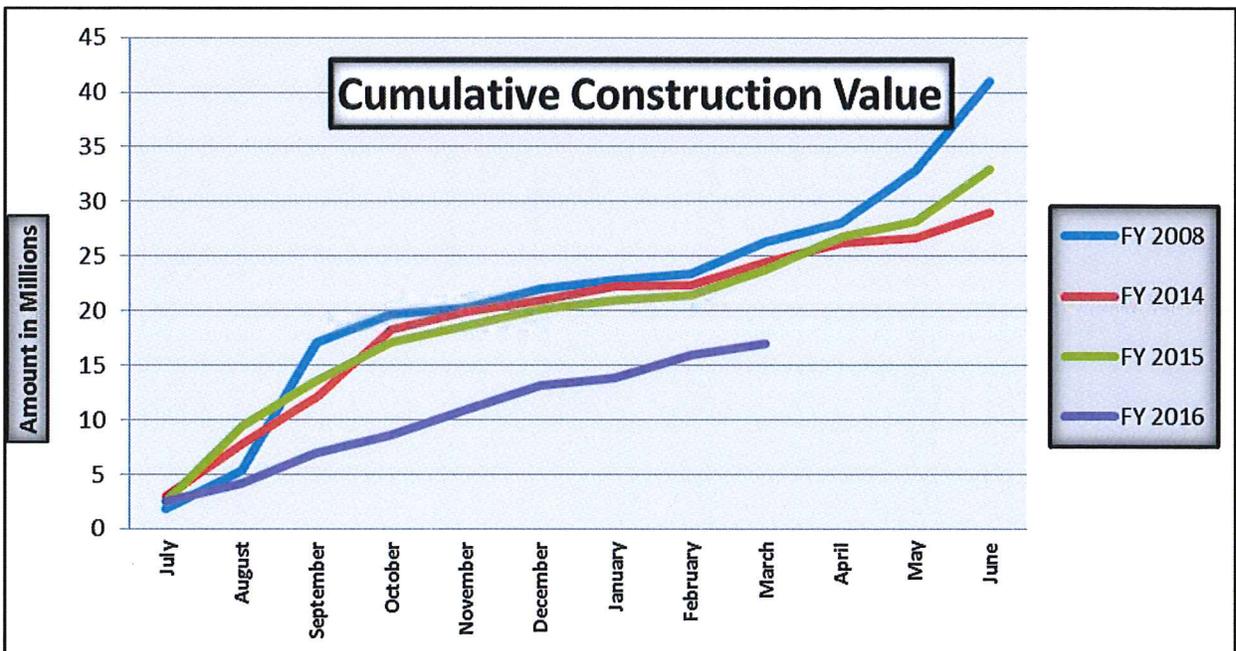
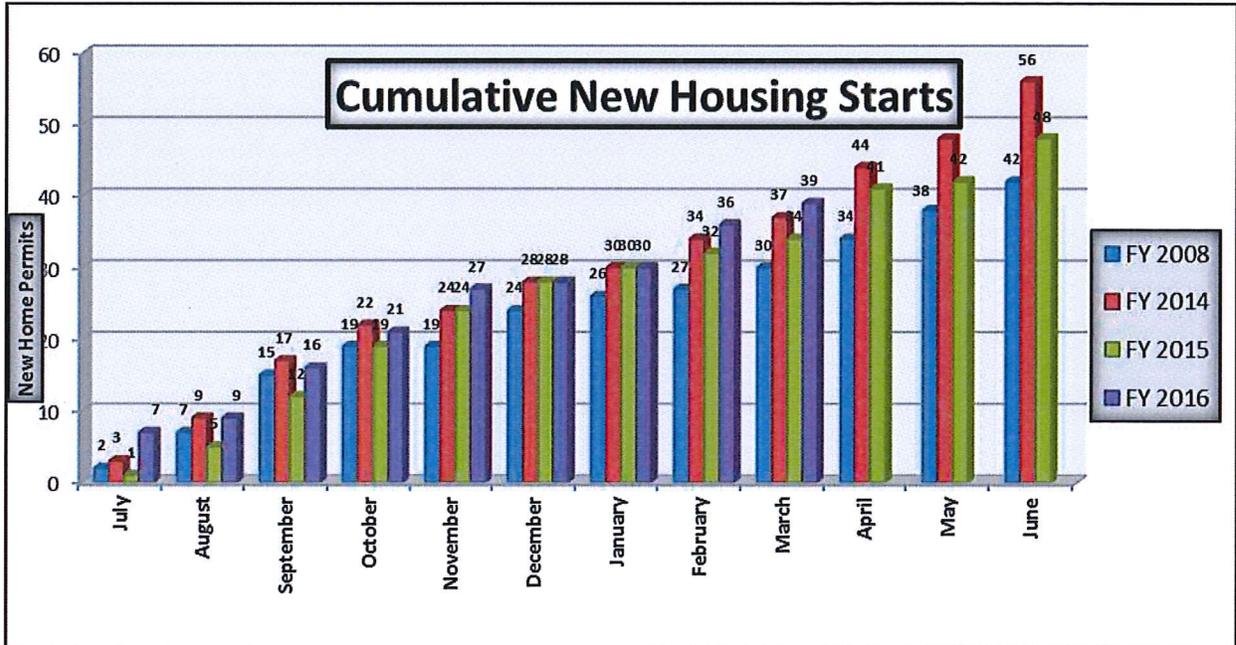
BUILDING PERMIT SUMMARY

	To Date FY 2016	March FY 2016	March FY 2015	March FY 2014
Bldg. Permits:	548	50	40	34
Total Fees:	\$308,042.61	\$22,767	\$22,091	\$28,334
Total Value:	\$17,013,994	\$930,810	\$923,312	\$1,214,562

BUILDING DIVISION ACTIVITIES

The Building Division issued 154 permits at a value of \$930,810 and performed 473 inspections for the month of March. This included 50 building, 36 electrical, 53 mechanical, and 15 plumbing permits. Six (6) of the building permits were subject to a full plan analysis.

New enforcement for property maintenance issues:	30
Enforcement issues closed:	14
Notice and Orders placed on properties for unresolved violations:	0
Notice and Orders removed for compliance:	0
Vacant homes with property violation concerns:	26
Review of structures through request / notification of Fire Department:	3
FOIA requests completed:	5





ORDINANCE ENFORCEMENT ACTIVITY - MARCH 2016

Date Received	Address	Rental	Debris	Vehicle	Grass/Weeds	Hydrant/FDC	Snow Exit	Obstruct	DPW	Leaves	Pods	Other	Status	Resolved
3/23/2016	2928 Fairfield St.			1									New	
3/25/2016	2928 Valley St.		1	3								1	New	
Status Open														
3/8/2016	2071 Columbus Ave.			1								1	Open	
3/9/2016	2840 Continental St.	•	1	1						3/10/2016			Open	
3/14/2016	2722 Pinehurst Rd.		1									1	Open	
3/16/2016	873 Petrie Ave.		1	1									Open	
3/16/2016	1537 Idaho Ave.		1	1									Open	
3/17/2016	3021 Fairfield St.	•	1	1						3/17/2016			Open	
3/17/2016	2725 Pinehurst Rd.		1							3/17/2016	1		Open	
3/17/2016	1339 Crandall Ave.											1	Open	
3/23/2016	3446 York St.		1							1			Open	
3/30/2016	424 Mt Garfield Rd.		1										Open	
3/30/2016	2765 Forest Hills Rd.			1				1					Open	
3/30/2016	5630 Martin Rd.		1										Open	
3/30/2016	5611 Martin Rd.		1										Open	
3/30/2016	219 Ellis Rd. E.	•	1										Open	

Status Count 14

Total Complaints 38

Total Rentals 15

Status Count 3



ORDINANCE ENFORCEMENT SIGNS - MARCH 2016

Date Received	Type	Location	Owner	FD Relocated	FD Returned	FD Removed	Owner Removed	Status	Resolved
3/4/2016	Advertisement	Roosevelt Rd. and Seminole Rd.	Ron Rebone Painting Interior/Exterior			1		Closed	3/4/2016
3/4/2016	Advertisement	Norton Ave. W and Seaway Dr.	Ron Rebone Painting Interior/Exterior			1		Closed	3/4/2016
3/9/2016	Advertisement	Seminole Rd.	Norton Shores Foot & Ankle			2		Closed	3/9/2016
3/9/2016	Advertisement	Pontaluna Rd. and Schamber Dr.	Printed T-Shirts 616-458-5119			1		Closed	3/9/2016
3/11/2016	Advertisement	Grand Haven Rd.	Forge Staffing	1				Closed	3/11/2016
3/15/2016	Advertisement	Norton Ave. W between Seaway Dr. and Henry St.	H & R Block			2		Closed	3/15/2016
3/17/2016	Advertisement	Norton Ave. and Seminole Rd.	Muskegon Lakeshore Home, Garden +DYI Show			1		Closed	3/17/2016
3/17/2016	Advertisement	Henry St. and Porter Rd.	Muskegon Lakeshore Home, Garden +DYI Show			1		Closed	3/17/2016
3/25/2016	Advertisement	Harvey St. & Hile Rd. E	Leading Edge Sewing 231-788-6101			1		Closed	3/25/2016
3/30/2016	Advertisement	Seminole Rd. at Seaway Dr.	We Buy Homes			1		Closed	3/30/2016
3/31/2016	Advertisement	Pontaluna Rd. and Grand Haven Rd.	Elwood Staffing			1		Closed	3/31/2016
Grand Total									11