

SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING October 15, 2021

Good afternoon, everyone. Here are the Significant Activities for the week ending October 15, 2021.

Friday was the last day of work for Scott Wheatley, Director of Public Safety. Scott has been with the city for 22 years and we will miss him. Jamey Kitchens has been named as the Interim Director of Public Safety while we conduct a job search. We wish Scott well in his new endeavor.

We continue to work with Georgia Power Company on the decorative lights for Robinson Avenue.

Please plan to visit Liberty Park on October 29th for the Trunk or Treat festivities which will be held outdoors – family fun for everyone!

Please be aware that there is an ordinance against illegal parking. Please be aware that this ordinance is being enforced.

*****We ask all employees and visitors to our offices to observe all PPE requirements related to COVID-19 and thank all those who comply. *****

Human Resources

Personnel Count

- Number authorized = **142** full time.
- Number employed = **119** full-time.
- 1 part-time (Museum).
- 4 part-time/as needed (Fire Fighters)

Vacancies (23)

- 2 Police Sergeant
- 4 Road Patrol Officers
- 2 Traffic- Road Patrol Officer
- 1 Investigator
- 3 Dispatchers
- 1 Public Safety Certification Coordinator
- 1 Police Administrative Assistant
- 1 Sewer Plant Operator Lic.3
- 2 Light Equipment Operator- (Sewer Dept.)
- 1 Light Equipment Operator- (Water)
- 1 Light Equipment Operator- (Storm Water)
- 1 Light Equipment Operator (Streets)
- 1 Light Equipment Operator- (Leisure & Rec.)
- 1 Water Service Asst.
- 1 IT Tech

Hiring Actions

- Extended 2 conditional job offers, one for Police Officer and one for Part Time Firefighter
 - Processing backgrounds
- Interim Public Safety Director started on Thursday, October 7, 2021
- One Road Patrol Officer with a tentative start date of Monday, October 18, 2021

Complaints

- Nothing to report

Safety / Training/Wellness

- Safety Talk:

Worker's Comp Claims

- One minor injury (foot/toe)

Additional information

- Processed additional applications and preparing for interviews
- Developed and/or revised several HR related forms to current standards
- Scheduling additional interviews for other jobs as we receive enough completed applications from qualified applicants

Public Safety

- The Police Department arrested 2 subjects during this period:
 - 1 for (2) counts Possession of over 1 oz Marijuana w/ Intent
 - 1 for (1) count Possession of over 1 oz Marijuana w/ Intent

- The Criminal Investigation Division had 6 cases assigned and closed 4 cases.
- The Fire Department responded to 17 calls: 4 fire calls and 13 medical calls.
- Fire crews continued annual fire hydrant testing.
- Fire Department also conducted fire safety education classes at Cedar Ridge Elementary School utilizing the new Inflatable Fire Safety House. Approx. 168 2nd graders were able to attend the classes.
- The Public Safety Department would like to thank Chief Scott Wheatley and Lt. Allison Foster for their dedicated service to the City of Grovetown.

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: cleaned and organized shop, washed vehicles and cut grass
- Planning and Development: cut grass
- Baseball fields: cut grass, dragged all fields, cleaned restrooms, and cut retention pond
- Dog park: cut grass
- Euchee Creek trails: blew off all walking paths
- City Hall: cut grass
- Annex: removed rocks from flower beds and added topsoil.

Rental & Member Updates

- 8 new rental contracts with 8 return payments/contracts
- Facilities and fields were utilized a total of 61 hours
- 2 new gym memberships

Fleet Maintenance

- *Public Safety*
 - Chevy Tahoe: routine service, replaced front rotors

- **Storm Water/Sewer**
 - Ford F-250: replaced battery
 - Silverado: routine service
- **Street Department**
 - Grappler truck: repaired hydraulic hoses
 - Elgin Street sweeper: replaced side brooms
- ***Planning and Development***
 - Ford Ranger: installed a computer stand

Facility Maintenance

- A total of 9 work orders for this week: 1 at Liberty Park, 2 at Fire Department, 3 at City Hall, 1 at the Museum, 1 at Streets Dept. and 1 at Public Safety

Programs

- Maverick's Fitness is held every Monday and Wednesday 6:15 PM – 7:15 PM and Martial Arts classes is held every Tuesday and Thursday 6 PM – 7:30 PM.
- Zumba Class is held every Tuesday and Thursdays at 6 PM – 7 PM

Up-Coming Programs

- Veeta Dinkins Fitness class on Saturday October 16th, December 11th, and 18th from 9AM to 11AM at Liberty Park

Up-Coming Events

- Trunk or Treat: Friday, October 29th 6PM – 10PM come join us for a hay ride, Trunk or Treat, DJ , vendors, inflatables, farm animals
- Vietnam Veteran's Recognition Event on Saturday November 13th starting at 11AM. This is in conjunction with the Defense Department's ongoing 50th anniversary Commemoration of the Vietnam War and the Georgia Department of Veterans service.
- City of Grovetown 47th Annual Christmas parade will be on Saturday, December 4th at 10AM. Registration is open online at cityofgrovetown.com or call Liberty Park Community Center.
- Christmas Festival will be on Saturday, December 4th from 4PM-8PM we will have the Tree Lighting, games, snow, entertainment, visit from Santa and vendors. Registration for vendor space is open online at cityofgrovetown.com or call Liberty Park Community Center.

Information Technology

- Had a successful Livestream of the City Council meeting on Monday
- Conducted two meetings with Corsica this week
 - Discussed IP addressing to ensure successful remote Network Management
- Added access for several new network and email addresses
 - Disabled access for several accounts for outgoing personnel
- Configured needed access for Planning and Development in Incode 9
 - Two License renewal forms were reformatted correctly
 - Will need to look at getting source document formatted also
- Installed new shelving into the Public Safety Server room for the new server
- Sent out requests for quotes to two different sources for two new public safety desktops
- Finalized the equipment list for a two-year bench stock refresh
 - This will further professionalize and add immediate capability for emergencies and everyday needs
- The Pollock Company is our new IT and Managed Services Partner
 - They will be here Monday for an in person meeting to discuss and build our onboarding schedule

Water / Sewer/Stormwater/ Infrastructure and Streets Departments

Water Department Report

- 15 histories'
- 25 locates
- 151 work orders
- 3 leaks repaired.
- All meters read in the city
- 2-meter change outs
- Repaired curb stops in Deer Hollow
- Cut grass @ VFW well and around the water treatment buildings

Wastewater Treatment Dept.

- Inspecting manholes along Euchee Creek sewer main
- Had a contractor come out and jet and clean the lines along Euchee Creek sewer main
- Had a demonstration of nozzles for the Jetter machines from EPG

Stormwater Dept.

- Cleaned out ditches along 2nd and 3rd Avenues
- Attended the demonstration for Jetter nozzles

Infrastructure Inspections Dept.

- Developmental infrastructure inspections: 8
- Existing infrastructure inspections: 7
- Stormwater pond inspections: 0
- FOG Inspections: 8

Streets and Sanitation.

- 28.68 tons of bulk waste
- 16.92 tons of yard waste
- Litter: 13 bags

Planning and Community Development

General

- 29 total building inspections

Meeting Update

- Planning Commission
 - 10.21 Meeting: No agenda
- BZA
 - 11.04 Meeting:
 - Variance Request—211 West Robinson Avenue

Code Enforcement Update

- 3 signs removed from public ROW
- Overgrown vegetation
 - 1 NOV
- Inoperative/Abandoned Vehicles
 - 1 NOV
- Parking Violations
 - 12 warnings
- 3 cases deemed in compliance
- 3 responses to civil concerns
- 4 permit checks for construction jobs within the city

City Wide Projects

Pump Stations

Euchee Creek pump station: catwalk for control cabinet set.

Milton Hitt

Startup has been scheduled for Friday, October 22.

Gravity Sewer & Force Main

All pipe has been installed, tested & is ready to put in service. Punchlist items being gathered.

Caroleton Townhomes

Final plat approval pending.

Dunkin' Donuts

Erecting building.

Public Information Officer

- Press release regarding Early/Advanced voting for Grovetown General election sent to all local media outlets and posted to social media. (All tv news stations ran information in their newscasts)
- Posted via Facebook the Early Voting and Absentee Ballots by Mail numbers for Grovetown General election (10/11/21-10/15/2021)
- Job Opportunities updated on City website and posted to social media
- Trivia winner from last week's "Georgia Cities Week" picked up City promotional prize pack from City Hall
- Helped finalize plans for Leadership Columbia County History Day when we visit City of Grovetown Wednesday, Oct. 20th
- Research/project for Mayor Gary Jones

Upcoming Events/Programs

- **Work Session, October 28, 2021 at 6:00 pm in the Council Chambers at City Hall**

- **Trunk or Treat: Friday, October 29th 6PM – 10PM. Join us for a hayride, Trunk or Treat, DJ, vendors, inflatables, farm animals**
- **Vietnam Veteran’s Recognition Event on Saturday November 13th starting at 11AM. This is in conjunction with the Defense Department’s ongoing 50th anniversary Commemoration of the Vietnam War and the Georgia Department of Veterans service. “All Vietnam Veterans (or family member on their behalf) who would like to submit their name for recognition at the event are encouraged to contact Mrs. Ceretta Smith at csmith@cityofgrovetown.com or 706.945.3451.”**
- **City of Grovetown 47th Annual Christmas parade will be on Saturday, December 4th at 10AM. Registration is open online at Cityofgrovetown.com or call Liberty Park Community Center.**
- **Christmas Festival will be on Saturday, December 4th from 4PM-8PM. We will have a Tree lighting, games, snow, entertainment, visit from Santa and vendors. Registration for vendor space is open online at cityofgrovetown.com or call Liberty Park Community Center.**

Closing Comments

We have several job vacancies that are posted on our web site www.cityofgrovetown.com.

Thanks to all our employees who are working hard every day to keep our city safe and clean.

Thanks to our Council who support and encourage us each day.

Enjoy the rest of your weekend.

Mayor Gary E. Jones

(Posted on behalf of Mayor Jones by Public Information Officer Ashley Campbell)