

SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING October 22, 2021

Here are the Significant Activities for the week ending October 22, 2021.

This week we welcomed three new employees to our city. Jamey Kitchens is serving as the Interim Public Safety Director. Jarret Nieves and Joseph Holshouser have joined our Public Safety Department.

Christmas Lights have been ordered and our Streets and Sanitation will begin installing lights around the city during the first two weeks of November.

Please plan to visit Liberty Park on October 29th for the Trunk or Treat festivities which will be held outdoors – family fun for everyone! Dube & Dowdy, Attorneys at Law have made a generous donation of \$400.00 to this event. Thanks to all those who have made contributions.

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

Next week, we will be holding interviews for dispatchers and the TAC position. Job vacancies are posted on our web site, cityofgrovetown.com.

On Wednesday we welcomed the Columbia County Leadership class who visited Grovetown to learn about our operations and history of the area. They are an energetic group and had great participation on a question-and-answer session. We wish them all the best!

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

Human Resources

Personnel Count

- Number authorized = **142** full time.
- Number employed = **116** full-time.
- 1 part-time (Museum).
- 4 part-time/as needed (Fire Fighters)

Vacancies (26)

- 1 Public Safety Director

- 2 Police Sergeant
- 5 Road Patrol Officer
- 2 Traffic – Road Patrol Officer
- 1 Police Lieutenant Investigator
- 1 Police Investigator
- 3 Public Safety Dispatcher
- 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

- One Road Patrol Officer started on Monday, October 18, 2021
- One Road Patrol Officer started on Tuesday, October 19, 2021
- One conditional job offer extended for the Utility Services Assistant
- One conditional job offer extended for a Part-time Firefighter

Complaints

- Nothing to report

Safety / Training/Wellness

- Safety Talk:

Worker's Comp Claims

- One minor injury (thorn in finger)

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
- Met with BITCO to revise our Worker's Comp Insurance information

Finance Department

- Continued work on 2020-2021 audit.
- Completed required quarterly payroll submissions including IRS, GA DOR, and GA DOL.
- Continued implementation of Verizon Connect to allow supervision of vehicles.
- Completed change in investments to earn the City's reserve funding as much as possible while protecting the Citizen's tax dollars.

Public Safety

- Police Department arrested 1 subject during this period:
1 for felony theft by taking
- Criminal Investigation Division had 3 cases assigned and closed 13 cases.
- Fire Department responded to 16 calls: 7 fire calls and 9 medical calls.
- Reserve Officer Rodney Williams, Sgt. Eldon Powers, and Major Robert Eastman assisted the Special Needs Autism Cycling event with traffic safety and official timers on 10/16/2021.
- Public Safety Department hosted this month's district meeting for the Georgia Association of Chiefs of Police on 10/21/2021, Guest speaker was Senior ADA Natalie Payne.
- Public Safety Department conducted in-service training for Law Enforcement personnel on 10/19/2020 and 10/21/2021.
- Congratulations to Officer Timothy Hughes for being selected the Columbia County Exchange Club Officer of the year.
- Congratulations to Firefighter Brett Wesson for being selected as a nominee for the Columbia County Exchange Club Firefighter of the year.
- Public Safety Department would like to welcome Chief Jamey Kitchens and Officer Joseph Holshouser, and Officer Jarrett Nieves to the City of Grovetown.

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: cleaned shop and cleaned vehicles

- Euchee Creek trails: cut grass, blew off walking trails
- Liberty Park: cut grass, ballfields, and dragged all fields
- Kiddie Park: cut grass
- Historic Park: cut grass and cleaned up inside flower beds
- 201 east Robinson: cut grass
- Goodale Park: cut grass
- Wildflower Garden: cut grass
- Welcome signs: cut and removed weeds from Newmantown Rd. Sign

Rental & Member Updates

- 10 new rental contracts with 3 return payments/contracts
- Facilities and fields were utilized a total of 66 hours

Fleet Maintenance

- **Public Safety**
 - Chevy Silverado pickup truck: A/C issue
 - Chevy Tahoe 1: replaced tire
 - Chevy Tahoe 2: routine service, replaced rear pads, and rotors
- **Storm Water/Sewer**
 - Ford F-250 Utility truck 1: routine service
 - Ford F-250 Utility truck 2: replaced tire
- **Street Department**
 - Ford F-650 Dump truck: Routine service replaced front tires
 - Utility Mower trailer: replaced two tires
 - Ford F-750 Dump truck: routine service
- **Leisure & Recreation**
 - Ford F-350 Brush Truck: replaced fuel filter
- **Planning & Development**
 - Ford Ranger: fabricated printer mount

Facility Maintenance

- A total of 10 work orders for this week: 2 at Liberty Park, 2 at public safety, 2 at museum, 2 at City Hall, and 2 at Municipal Court.

Programs

- Maverick's Fitness will be held every Monday and Wednesday 6:15 PM – 7:15 PM and Martial Arts classes will be held every Tuesday and Thursday 6 PM – 7:30 PM.

- Zumba class will be held every Tuesday and Thursday at 6 PM – 7 PM

Up-Coming Programs

- Veeta Dinkins' Fitness class on Saturday 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 hayride, Trunk or Treat, DJ, vendors, inflatables, and farm animals.
- Vietnam Veteran's Recognition Event on Saturday November 13th starting at 11AM. This is in conjunction with the Defense Department's on going 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 to 8PM. We will have tree lighting, games, snow, entertainment, visit from Santa and vendors. Registration is open online at Cityofgrovetown.com or call Liberty Park Community Center.

Information Technology

- This week's focus was on our change over to Pollock Company from Corsica Technologies
- Held two meetings this week
 - One with Pollock to establish the timeline of events for IT Services changeover
 - Another with Pollock and Corsica for an introduction and to establish needs and concerns
- Finished working on and updating the Toughbook our Code Enforcement will use in the field
- Replaced the business class UPS at City Hall this week
- Installed the latest version of RevQ at the Court
- Finished out the week with several calls for service including monitor, printing, and email issues

Water / Sewer/Stormwater/ Infrastructure and Streets Departments

Water Department Report

- 3 histories'

- 6 locates
- 116 work orders completed
- 1 leak repaired
- Cored and measured depths of asphalt for the 2nd Avenue Upgrade Project
- Repaired drainpipe @ Dodge Lane Tank
- 5 new meters installed
- Sidewalk repaired @ 405 Starling Ct.
- High usage and leak door hangers passed out
- Took broken trash cans to transfer station (45 total)

Wastewater Treatment Dept.

- Began repairs for the chemical feed pumps at the plant
- Performed plant property maintenance
- Began cleaning out construction debris and organizing the lay down yard
- Worked on sewer plant standard operating procedures
- Performed a stream walk

Stormwater Dept.

- Cleaned out ditches along 3rd avenue and Williams Street

Infrastructure Inspections Dept.

- Developmental infrastructure inspections: 8
- Existing infrastructure inspections: 4
- Stormwater pond inspections: 1
- Reviewed plans for three future project submittals

Streets and Sanitation

- 11.83 tons of bulk waste
- 14.88 tons of yard waste
- Litter: 22 bags

Planning and Community Development

General

- Our Permit Clerk attended the Georgia Association of Business Tax Officials' Annual Conference in LaGrange from 10.18-10.20.2021.

- 74 total building inspections

Meeting Update

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

Code Enforcement Update

- 1 sign removed from public ROW
- Overgrown vegetation
 - 2 NOVs
- Inoperative/Abandoned Vehicles
 - 1 warning
- Parking Violations
 - 22 warnings
- Solid Waste/Trash
 - 1 warning
- 3 cases deemed in compliance
- 2 responses to civil concerns
- 2 permit checks for construction jobs within the city

DEVELOPMENT PROGRESS CHART

DATE: October 22, 2021

Sr. No.	PROJECT NAME And Project Details	Building Permits Issued	CO Issued	% of Project Completed	Comments
Commercial					
1	Dunkin Site	1			Site work is on going
2	Sparkle Car Wash	1			Site work is on going
Residential					
1	Grove Landing, Section 5 (64 Single Family Homes)	65	50	±78%	No change
2	Brighton Landing, Section 2 (67 Single Family Homes)	68	52	77%	No change

3	Highland Hills, Section 2 (32 Apartments in 4 Buildings)	32	24	75%	8 C/Os
4	McCoy's Creek Section 6 (53 Single Family Homes)	43	23	43%	No change
5	Deer Hollow Section 2 (110 Single Family Homes)	75	-	-	No change
6	Caroleton, Phase 2 (67 Single Family Lots)	65	54	80%	1 permit 2 C/Os
7	Caroleton Phase 3 (103 townhomes)	-	-	-	Site work being completed
8	Robin Landing Townhomes (47 Townhomes)	7 bldgs. (35 units)	5 bldgs. (24 units)	51%	No change
9	Brighton Woods Townhomes Section 1 (45 Townhomes)	45	45	100%	Project complete
10	Brighton Woods Townhomes Section 2 (66 Townhomes)	21	4	6%	No change
11	Shephard Square Section 4 (7 Single Family Homes)	6	2	29%	2 C/Os
	Number of Renovation Permits Issued	4			
	Number of New Construction Permits Issued	1			
	Total Number of Permits Issued	5			
	New Business Licenses Issued:	0			
	Renewal Business Licenses Issued:	0			

City Wide Projects

Pump Stations

Euchee Creek: no change since last week.

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 meeting with contractor scheduled for Wednesday, October 27.

Caroleton Townhomes

Final plat approval pending.

Dunkin Donuts

Erecting building.

Public Information Officer

- Communication with Ft. Gordon and G-DOT as it relates to opening of Gate 6
- Vietnam Veteran Ceremony Press Release drafted
- Photos of mayor speaking with Columbia County Republican Party; photos posted to social media
- Leadership Columbia County History Day
- Working with City departments on video projects
- Website: Updated “Mayor’s Corner”, Public Safety page, and Utilities page
- Emcee for Columbia County Teacher of the Year Banquet livestream
- Attended Fort Gordon Gate 6 Ribbon Cutting
- Sent press releases to all local news media on behalf of Grovetown Department of Public Safety regarding incident at Grovetown Elementary

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 come join us for 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 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

This has been an extremely busy week here in Grovetown. As always, thanks to our Council and employees who work hard each day. Join us Friday at Liberty Park as the community comes together for candy treats and lots of family fun.

Mayor Gary E. Jones

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