



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING
November 24, 2021***

Hello, everyone.

Happy Thanksgiving to all! The holiday season is now upon us and the city wishes each one of you a safe season. In observance of the Thanksgiving Holidays, City offices and services will not reopen until November 29th at the normal business hours.

Thanks to our Streets/Sanitation and Leisure and Recreation Departments for their hard work getting all the Christmas lights and decorations in place. The city should be lit with Christmas decorations. Please take the family out to see them and our Public Information Officer, Ashley Campbell, will be creating a video for ALL to see in case you are unable to make it out during the evening. You will be able to view it on our City Facebook page and city website.

Thanks to our Public Safety Department for making the day a thankful one for several Grovetown Citizens who won turkeys and hams by answering trivia questions. Great job!

Our trash pickup service has extended work hours in some sections of the City. They may come to your area as early as 5:30 am, so please take your trash cans to the road the night before. Advanced Disposal/Waste Management crews are running a day behind due to the Thanksgiving holiday.

Please be advised that all rough trash and yard waste should be put at the roadside on Monday of your pickup week. All debris is collected at the same time so there is no longer a need to separate it.

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

We have several job openings in the City. For those who may be seeking employment please visit our website at www.cityofgrovetown.com.

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

Human Resources

Personnel Count

- Number authorized = **142** full time.
- Number employed = **112** full-time.
- 1 Interim Public Safety Director
- 1 part-time (Museum).
- 4 part-time/as needed (Fire Fighters)

Vacancies (30)

- 1 Public Safety Director
- 2 Police Sergeant
- 4 Road Patrol Officer
- 3 Traffic – Road Patrol Officer
- 1 Police Lieutenant Investigator
- 1 Police Investigator
- 3 Public Safety Dispatcher
- 1 Police Administrative Assistant
- 1 Sewer Plant Operator Class 3 License
- 1 Light Equipment Operator (Sewer Dept.)
- 2 Light Equipment Operator (Water Dept.)
- 5 Light Equipment Operator (Streets)
- 1 Light Equipment Operator (Parks & Rec)
- 1 Heavy Equipment Operator (Streets)
- 1 Utility Service Assistant
- 1 Information Technology Technician II
- 1 ***Frozen Position***

Hiring Actions

- Worked on interview paperwork preparing for conditional job offers

Safety / Training/Wellness

- Safety Talk:

Worker's Comp Claims

- Nothing to report

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
- Worked on an open records request
- Revised the Public Safety application

Public Safety

- Police Department arrested 7 subjects during this period:
 - 1 for a McDuffie County Warrant.
 - 1 for a Columbia County Warrant.
 - 1 for Criminal damage to property and interference with Government property.
 - 1 for assault and interference with a Law Enforcement Officer.
 - 3 for DUI.
- Criminal Investigation Division had 8 cases assigned and closed 2 cases.
- Fire Department responded to 11 calls: 3 fire calls and 8 medical calls.
- Public Safety Department conducted firearms qualification on 11/22/2021.
- Grovetown Police and Fire Department would be providing 109 Meals to 23 families on 11/25/2021.
- We would like to give a special thanks to the Criminal Investigations Division (CID) for their outstanding investigative skills in solving a series of crimes in the City of Grovetown.

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: cleaned, organized shop, and washed vehicles

- Liberty Park, Newmantown Rd. Welcome Sign, Historic Park, Wildflower garden, vacant lot by Neighborhood Market: installed Christmas Light
- Kiddie Park: cut grass and mulched leaves
- Goodale Park: cleaned up damage, cleaned walking track, and old playground area
- City hall: cleaned parking lot and Veterans Park
- Annex: cleaned parking lot
- Euchee Creek Trails: cleaned trails
- Welcome Signs: installed banners for Christmas festival and parade

Rental & Member Updates

- 1 new rental contracts with 3 return payments/contracts
- Facilities and fields were utilized a total of 4.5 hours
- 2 new gym memberships

Fleet Maintenance

- ***Public Safety***
 - Ford Police interceptor Utility: at dealer warranty work
- **Storm Water/Sewer**
 - Chevy Silverado pickup truck: rear end issue
 - Ford Transit Van: at dealer for recall
 - Ford F-150 Pickup truck: replaced turn signal and wiper switch
- **Street Department**
 - International 4300 chip/leaf truck: replaced batteries
 - Big-Tex U-dump trailer: repaired tarp latch
 - Utility equipment trailer: repaired flat tire
 - International 4300 dump truck: electrical charging issue

Facility Maintenance

- A total of 8 work orders for this week: 3 at Liberty Park, 2 at Courthouse, 2 at City Hall, and 1 at Museum

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.
- Veeta Dinkins Fitness classes will be held on Saturday October 16th, December 11th, and 18th from 9AM to 11AM at Liberty Park

Up-Coming Events

- 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. Deadline for registration is Thursday, December 2nd
- Christmas Festival will be on Saturday, December 4th from 4PM-8PM we will have Tree lighting, Games, Snow, Entertainment, visit from Santa and vendors.

Information Technology

- Happy Thanksgiving from the IT Department
- Managed six calls for service in the short week
 - Issues ranged from Passwords resets, Incode login issue, Wi-Fi Issue to Email group update/deletion
- Setup a meeting for mobile applications for our Planning and Community Development team
 - Mobile App demo will include Code Enforcement and Permitting for Building Inspections
- Talked through getting a workable Quote with Cruise Security for Goodale Park and Euchee Creek Trails
 - Cruise Security will be sending a refreshed quote on Wednesday
- Worked an issue where one of our Merchant ID's was not enrolled in Control Scan for PCI compliance
 - The Merchant ID is complaint for usage but the paperwork is not properly completed on their end
- Pollock Company is still filling out the GIRMA Cybersecurity Questionnaire
 - That paperwork should be back early next week since it was not received back this week

Water / Sewer/Stormwater/ Infrastructure and Streets Departments

Water Department Report

- Daily Water route
- Work orders (112 total)
- 10 Locates
- 2 History's

- 1 water leak repaired
- Participated in effective disciplinary training
- Visited potential site for new water tank

Stormwater

- Cleaned the Battle Street Pond

Sewer / Wastewater Treatment Plant:

- Conducted weekly labs
- Ran the belt press
- Ran the daily routes
- Participated in visitation from the Phinizy Swamp center for water science and gave them a tour of the wastewater plant.
- Helped put up Christmas Lights.

Streets and Sanitation

- Picked up a total of 17 bags of litter around town.
- Cleaned Ford, John St, and Grovetown Elementary with Street Sweeper.
- We cut back some limbs around the lights on Christmas poles.
- 12.87 Tons of bulk and yard waste picked up for the week.
- Completed installation of the Christmas lights.

Planning and Community Development

General

- 43 total building inspections

Meeting Update

- Planning Commission
 - 12.16 Meeting: No agenda
- BZA
 - 12.02 Meeting: No agenda

Code Enforcement Update:

- Parking Violations
 - 5 warnings
- Trash Containers in ROW
 - 3 warnings
- 1 response to civil concerns

DEVELOPMENT PROGRESS CHART

DATE: November 24, 2021

<u>Sr. No.</u>	<u>PROJECT NAME And Project Details</u>	<u>Building Permits Issued</u>	<u>CO Issued</u>	<u>% of Project Completed</u>	<u>Comments</u>
Commercial					
<u>1</u>	<u>Dunkin Site</u>	<u>1</u>			<u>Site work is on going</u>
<u>2</u>	<u>Sparkle Car Wash</u>	<u>1</u>			<u>Site work is on going</u>
Residential					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>65</u>	<u>50</u>	<u>±78%</u>	<u>No change</u>
<u>2</u>	<u>Brighton Landing, Section 2 (67 Single Family Homes)</u>	<u>68</u>	<u>56</u>	<u>83%</u>	<u>No change</u>
<u>3</u>	<u>Highland Hills, Section 2 (32 Apartments in 4 Buildings)</u>	<u>32</u>	<u>24</u>	<u>75%</u>	<u>No change</u>
<u>4</u>	<u>McCoy's Creek Section 6 (53 Single Family Homes)</u>	<u>43</u>	<u>29</u>	<u>55%</u>	<u>2 C/O</u>
<u>5</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>90</u>	<u>4</u>	<u>4%</u>	<u>2 C/O</u>
<u>6</u>	<u>Caroleton, Phase 2 (67 Single Family Lots)</u>	<u>66</u>	<u>59</u>	<u>88%</u>	<u>2 C/O</u>
<u>7</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>Site work being completed</u>
<u>8</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>7 bldgs. (35 units)</u>	<u>5 bldgs. (24 units)</u>	<u>51%</u>	<u>No change</u>
<u>9</u>	<u>Brighton Woods Townhomes Section 2 (66 Townhomes)</u>	<u>27</u>	<u>7</u>	<u>11%</u>	<u>3 permits</u>
<u>10</u>	<u>Shephard Square Section 4 (7 Single Family Homes)</u>	<u>7</u>	<u>4</u>	<u>57%</u>	<u>No change</u>
<u>11</u>	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>26</u>	<u>=</u>	<u>=</u>	<u>No change</u>
	<u>Number of Renovation Permits Issued</u>	<u>4</u>			
	<u>Number of New Construction Permits Issued</u>	<u>3</u>			
	<u>Total Number of Permits Issued</u>	<u>7</u>			
	<u>New Business Licenses Issued:</u>	<u>0</u>			

Renewal Business Licenses Issued: 0			
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City Wide Projects

Pump Stations

Euchee Creek: Whitaker Electric onsite working on electrical. Working ½ day Wednesday, then returning next week.

Milton Hitt: no work onsite. Station online with no issues. Need to remove flow meter. Working on SCADA reprogramming.

Butler Creek: waiting for power.

Gravity Sewer & Force Main

Backfilling around ARV #3 on Wrightsboro Road. Returning next week to continue to work on punch list items.

Dunkin Donuts

Working on inside of building.

Public Information Office

- Video/editing/posting of turkey and ham giveaway with Grovetown Department of Public Safety, Saturday afternoon
- Posted information to social media and website about Goodale Park damage, late Saturday night with detailed updates early Friday morning
- Pictures of Goodale Park damage and interviews with FOX 54 and WRDW. Assisted WJBF with information regarding park vandalism for Sunday newscast. (Reporter was live during 6 p.m. newscast Saturday night)
- Two press releases sent to all local media regarding Goodale Park vandalism and arrest made with that case between media interviews on Sunday
- Follow-up interview with WRDW regarding Goodale Park on Monday
- Additional information given to The Augusta Press regarding Goodale Park arrest on behalf of GDPS (pictures of damage)
- Interview with WJBF regarding parade safety on behalf of Mayor (City).
- Continue to give certificates to Vietnam Veterans from the Vietnam Veteran Ceremony event held at Liberty Park

- Holiday cards for all City employees ordered and in-house. See Public Information Officer for cards to send out
- Working on design to order event tent for Grovetown Department of Public Safety
- Ride along with Columbia County Sheriff's Office for Leadership Columbia County
- Parade route given to Columbia County News Times for Sunday publication
- Monitored Mayor Gary Jones and City employees who were guests during The Austin Rhodes Show on WGAC radio

Upcoming Events/Programs

- *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.*
- *City Council Meeting will be held on December 13, 2021, at 6:00 PM in Council Chambers at City Hall.*

Closing Comments

The Thanksgiving and fall season is upon us. Christmas is right around the corner. The beautiful fall colors are at peak in this area. We live and a safe growing city and have many blessings to count. Have a safe and happy holiday!

Mayor Gary E. Jones

