



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING
December 22, 2021***

Good Morning Everyone,

Next week we will close at noon on December 30th and will re-open on January 3, 2022 for the New Year's Holiday.

Our sincere sympathy goes out to the Dube family for the loss of Mr. Normand Dube, Jr.

If you know someone in need of a coat, we have some available at City Hall. You may also donate a coat at the same location.

Thanks to Assistant Chief Robert Eastman and the employees of the Public Safety Department for providing Christmas gifts for children in our community. You all always take care of special requests from families and your work does not go unnoticed.

Dr. Deborah Fisher and Dr. Sylvia Martin will be sworn in for another term as City Council Members on January 10, 2022, at 6pm in the Council Chambers at City Hall. The public is invited to attend.

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 cans to the road the night before. 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. Also be aware that our city has a tree ordinance. Before cutting a tree, please contact the Planning and Community Development Department for guidance on this matter.

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 requirements related to COVID-19 and thank all those who comply. *****

Human Resources

Personnel Count

- Number authorized = **142** full time.
- Number employed = **108** full-time.
- 1 Interim Public Safety Director
- 1 part-time (Museum).
- 4 part-time/as needed (Fire Fighters)

Vacancies (34)

- 1 Public Safety Director
- 2 Police Sergeant
- 4 Road Patrol Officer
- 3 Traffic – Road Patrol Officer
- 1 Police Investigator
- 1 Police Internal Affairs Investigator
- 3 Public Safety Dispatcher
- 1 Police Administrative Assistant
- 1 Lieutenant Fire Fighter-EMT
- 1 Sewer Plant Operator Class 3 License
- 1 Light Equipment Operator (Sewer Dept.)
- 2 Light Equipment Operator (Water Dept.)
- 7 Light Equipment Operator (Streets)
- 1 Light Equipment Operator (Storm Water)
- 1 Heavy Equipment Operator (Streets)
- 1 Street & Sanitation Supervisor
- 1 Mechanic (Parks & Rec)
- 1 Information Technology Technician II
- 1 ***Frozen Position***

Hiring Actions

- Worked on interview paperwork preparing for conditional job offers

- Interviewed five applicants for Light Equipment Operator positions
- Interviewed seven applicants for IT Technician II
- Extended two conditional job offers for Firefighter/EMT

Safety / Training/Wellness

- Safety Talk: **Sign of Alcohol or Drug Abuse**

Worker's Comp Claims

- Nothing to report

Additional information

- Processed additional applications and preparing for interviews
- Scheduling additional interviews for other jobs as we receive enough completed applications from qualified applicants
- Preparing conditional job offers for several applicants

Finance

- Continued work on 2020-2021 audit. Reviewed draft of financial statements.
- Completed annual submission of Report of Local Government Finances for the Georgia Department of Community Affairs.

Public Safety

Police Department arrested 5 subjects during this period:

- 3 for DUI.
- 2 for Suspended License.
- Criminal Investigation Division had 5 cases assigned and closed 7 cases.
- Fire Department responded to 9 calls:2 fire calls and 7 medical calls.
- Reserve Officer Rodney Williams represented Grovetown Police Department while assisting Columbia County Sheriff Office with their "Shop with a COP" program.

- The Grovetown Department of Public Safety would like to thank the following individuals/businesses for their generous donation towards purchasing Christmas gifts for our local School kids:

Mayor Pro Tem Eric Blair and Family

Mrs. Elaine Matthews and Family

Dube & Dowdy Attorneys

Chief Jamey Kitchens and Family

In memory of Mary Olyer

Major Robert Eastman & Toya Eastman

Mark Herbert (Herbert Homes, Inc.)

Delia & Jean Thibodeau (Kids wood)

Sgt. Jason Reeves & Mrs. Lindsay Reeves

Pastor & Mrs. Quatin Robinson (House of Mercy Ministries)

Cindy Peebles

BG Middleton (Ryder Ever better)

Karen Hutchinson

- Special thanks to Ms. Loida Hubbard and C/O Samantha Coker for their gift-wrapping and shopping skills.

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: cut grass, cleaned shop, and cleaned vehicles.
- Euchee Creek Trails: cleaned off trails and cut brush along the wooden walking bridge
- Historical Park: removed weeds from flower beds and installed a gazebo
- City Hall: mulched leaves
- 201 E Robinson: cut grass
- Municipal Court: cut grass
- 2nd Avenue Cemetery: cut grass

Rental & Member Updates

- 3 new rental contracts with 2 return payments/contracts
- Facilities and fields were utilized a total of 13 hours
- 1 new gym membership

Fleet Maintenance

- ***Public Safety***
 - Dodge Charger: routine service
 - Chevy Tahoe: routine service
 - Chevy Tahoe: at dealers for engine repairs
- ***Storm Water/Sewer***
 - Ford F-250 utility 1: routine service
 - Ford F-250 utility 2: repaired flat tire
- ***Street Department***
 - Ford F-250: routine service
 - Chevy 2500: routine service
 - Chevy 1500: repaired flat tire

Facility Maintenance

- A total of 7 work orders for this week: 2 at Liberty Park, 1 at Public Safety, 2 at Courthouse, 1 at City Hall, and 1 at the Museum.

Up-Coming Programs

- **Maverick's Fitness**-Monday & Wednesday at Liberty Park from 6:15pm-7:15pm
- **Maverick's Martial Arts**-Tuesday & Thursday at Liberty Park from 6pm-7:30pm
- **Veeta Dinkins Fitness class**- Saturday January 8th and Tuesday February 5th from 9AM to 11AM at Liberty Park

Up-Coming Events

- **Blood Drive- Friday**, January 14, 2022, from 11:00 AM – 4:00 PM at Liberty Park Community Center.

Information Technology

- Major focus was a full day of interviews for the IT Tech II position
- Several calls for service these two and half days
 - Some Tyler issues, passwords issues, and printer issues
- Received the Aruba quotes for our Wi-Fi in the Parks project
 - This quote will purchase the needed outdoor Wi-Fi Access Points and installation kits
- The IT Department wishes everyone a very Merry Christmas

Water / Sewer/Stormwater/ Infrastructure and Streets Departments

Water Department Report

- 2 histories'
- 16 locates
- 83 work orders
- 5 water quality samples taken (15 of 15 required monthly)
- 2 water leaks repaired
- High usage door hangers put out
- Chlorinated VFW well

Wastewater Treatment Dept.

- 52 work orders
- Checked the floats at the Dodge Lane lift station
- Cut the ditch line in field 1
- Cleaned the disk filters

Stormwater Dept.

- Assisted Water Dept. with a leak
- Assisted Sewer Dept. with daily route

Infrastructure Inspections Dept.

- Developmental infrastructure inspections: 6
- Existing infrastructure inspections: 4
- Stormwater inspections: 1
- FOG Inspections: 0

Streets and Sanitation.

- 20.26 tons of combined waste
- Litter: 10
- Checking and repairing Christmas lights as needed
- Repaired a pothole on Reynolds Circle
- Repaired a pothole on 5th Ave.
- Repaired a pothole on Harlem-Grovetown Rd.

Planning and Community Development

General

- City Council approved new schedules of building and development fees at the December 20, 2021 Council Meeting. These fees will go into effect **January 1, 2021**. Contact the Planning and Community Development Department at 706.834.5094 for more information.
- 40 total building inspections

Meeting Update

- Planning Commission
 - 01.20 Meeting: No Agenda
- BZA
 - 01.06 Meeting: No Agenda

Code Enforcement Update

- 6 signs removed from public ROW
- Parking Violations
 - 2 warnings
- Solid Waste/Trash
 - 1 warning
- Property Maintenance
 - 1 warning
- 1 case deemed in compliance
- 1 response to civil concerns

DEVELOPMENT PROGRESS CHART

DATE: December 22, 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>
<u>Commercial</u>					
<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>
<u>Residential</u>					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</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>58</u>	<u>87%</u>	<u>No change</u>

<u>3</u>	<u>Highland Hills, Section 2 (32 Apartments in 4 Buildings)</u>	<u>32</u>	<u>25</u>	<u>78%</u>	<u>No change</u>
<u>4</u>	<u>McCoy's Creek Section 6 (53 Single Family Homes)</u>	<u>43</u>	<u>31</u>	<u>58%</u>	<u>No change</u>
<u>5</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>94</u>	<u>7</u>	<u>6%</u>	<u>No change</u>
<u>6</u>	<u>Caroleton, Phase 2 (73 Single Family Lots)</u>	<u>68</u>	<u>61</u>	<u>84%</u>	<u>No change</u>
<u>7</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>8</u>	<u>=</u>	<u>=</u>	<u>First 8 permits issued</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>30</u>	<u>7</u>	<u>11%</u>	<u>No change</u>
<u>10</u>	<u>Shepard 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>2</u>			
	<u>Number of New Construction Permits Issued</u>	<u>8</u>			
	<u>Total Number of Permits Issued</u>	<u>10</u>			
	<u>New Business Licenses Issued:</u>	<u>0</u>			
	<u>Renewal Business Licenses Issued:</u>	<u>4</u>			

City Wide Projects

Pump Stations

Eucler Creek: start up is scheduled for Wednesday, December 22.

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

Butler Creek: waiting for power.

Gravity Sewer & Force Main

Contractor working on punch list items.

Dunkin Donuts:

Inspection has been taken over by the City of Grovetown.

Upcoming Events/Programs

- *City Hall will close at noon Thursday, December 30, 2021, for the New Year Holiday and reopen on Monday, January 3, 2022 at its regular hours*
- *Blood Drive- Friday, January 14, 2022, from 11:00 AM – 4:00 PM at Liberty Park Community Center.*
- *First Council Meeting of the New Year – January 10, 2022*

Closing Comments

Happy New Year to all!

Mayor Gary E. Jones

