



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING
January 7, 2022***

Good morning,

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.

PUBLIC SERVICE ANNOUNCEMENT TO RESIDENTS:

As you are aware, COVID-19 cases have recently seen a dramatic increase in the CSRA. The spread of COVID-19 has impacted Grovetown operations at all levels including some of our third-party providers. The City of Grovetown Public Works Department and Advanced Disposal are currently operating with smaller crews due to COVID-19. Employees are required to quarantine according to CDC guidelines after contracting or being exposed to COVID-19. Their absences, while temporary, are negatively affecting the City's ability to provide on-time service for services such as bulk waste pick-up, yard debris pick-up, and residential garbage and recycling pick-up. The city would like to thank residents in advance for their understanding during this time when the CSRA is seeing an increase in COVID-19 cases.

Please be aware that there is an ordinance against illegal parking and that this ordinance is being enforced. Also be aware that our city has a tree ordinance. Before cutting a tree please contact the Planning Department for guidance on this matter. The ordinance is in our Form Based Code, located in the Landscape Section-Section 6.160.

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

We extend our condolences to our employee Phillip Knight in the loss of his father.

*****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 = **106** full-time.
- 1 Interim Public Safety Director
- 1 part-time (Museum).
- 4 part-time/as needed (Fire Fighters)

Vacancies (36)

- 1 Public Safety Director
- 6 Road Patrol Officer
- 3 Traffic – Road Patrol Officer
- 3 Public Safety Dispatcher
- 3 Fire Fighter-EMT
- 1 Sewer Plant Operator Class 3 License
- 1 Light Equipment Operator (Sewer Dept.)
- 1 Light Equipment Operator (Water Dept.)
- 8 Light Equipment Operator (Streets)
- 1 Light Equipment Operator (Storm Water)
- 1 Heavy Equipment Operator (Streets)
- 1 Street & Sanitation Supervisor
- 1 Water Supervisor
- 1 Mechanic (Parks & Rec)
- 1 Information Technology Technician II
- 3 ***Frozen Position***

Hiring Actions

- Extended one conditional job offer for Police Officer
- Tentative start date of 10-10-2022 for one Street and Sanitation Light Equipment Operator
- Tentative start date of 01-24-2022 for one Firefighter/EMT

- Tentative start date of 01-31-2022 for one IT Technician II
- Tentative start date of 02-07-2022 for one Firefighter/EMT

Safety / Training/Wellness

- Safety Talk: **Just How Far does Honesty Go at Work?**

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
- Processing pre-employment paperwork and backgrounds on several potential employees
- Preparing conditional job offers for several applicants

Finance

- Completed quarterly payroll reports to include Federal, State and unemployment reports.
- Began work on annual pay reports including W-2, W-3, and G-1003
- Began preparation for mid-year budget updates with department heads

Public Safety

- Police Department arrested 4 subjects during this period:
 - 2 for DUI.
 - 1 for possession of marijuana with intent to distribute.
 - 1 for Reckless driving and fleeing & eluding,
- Criminal Investigation Division had 6 cases assigned and closed 3 cases.
- Fire Department responded 22 calls: 16 Medical and 6 fire calls.
- Police Department would like to wish Mrs. McManus (Clerk of Court) a Very Happy Birthday.

- Kudos to C/O James, Officer Parsons, and Firefighter/EMT Josh Rote for their swift and professional response that saved the life of an infant child who was brought to the Station unresponsive and not breathing. The child was crying by the time EMS arrived.
- As of January, 2022, Backgroundchecks.org has named the City of Grovetown the 4th. safest City to live in Georgia.
- Capt. Kent and Lt. McFatrige attended the Insurance Services Office (ISO) Fire Suppression Workshop at the Georgia Public Safety Training Center on Thursday Jan 6.

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: cleaned, organized shop, and washed vehicles
- Liberty Park: cut grass and dragged baseball fields
- Goodale Park: cut grass, edged sidewalks, and sprayed weeds inside playground
- Kiddie Park: cut grass
- Wild Flower Garden: cut grass and sprayed weeds
- Euchee Creek Trails: cut grass and cleaned off trails
- Removed all Christmas lights at Liberty Park, Newmantown Rd. welcome sign, Historic Park, Lot across from AM/PM gas station, Goodale and wildflower garden

Rental & Member Updates

- 11 new rental contracts with 11 contracts returned with payment
- Facilities and fields were utilized a total of 51 hours
- 1 new gym membership

Fleet Maintenance

- **Storm Water/Sewer**
 - Ford F-250 Utility Truck: replaced front brake pads, rotors, and driver side caliper
 - Ford Transit van: repaired flat tire
- **Street Department**

- Chevy Silverado 5500 HD dump truck: at dealer for warranty work
- D2e u-dump trailer: repaired flat tire
- Grappler: repaired tail light

- ***Leisure and Recreation***

- Generac Light Tower/Gen: routine service

- ***Planning and Development***

- Ford F-150 Pickup Truck: routine service

- ***Fire Department***

- Ford F-150 Utility Truck: installed battery kill switch and replaced wipers

Facility Maintenance

- A total of 10 work orders for this week: 2 at Courthouse, 2 at Public Safety, 1 at Fire Department, 2 at City Hall, 1 at Liberty Park, 1 at Museum and 1 at Water Department

Up-Coming 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.

Information Technology

- Set-up new offices for Eddie Jones and Keith Hinton at the Water Trailer
- Conducted a meeting Tyler Technologies for mobile apps for Planning and Community Development
- Spoke with Columbia County Broadband Utility about the Wi-Fi in the Parks project
 - Our first two parks will be the Historic Park and the Euclaw Creek Walking Trails
- An otherwise busy week for the IT department for calls for service
 - Answered 14 calls for service this week ranging from Incode issues, password, email, and equipment issues

Water / Sewer/Stormwater/ Infrastructure and Streets Departments

Water Department Report

- 5 histories
- 16 locates

- 76 work orders
- State fluoride samples taken
- Repaired 2 leaks
- Moved a meter in Deer Hollow
- Chlorinated VFW well / collected a TCB sample and sent to the lab
- Removed a tree and debris from the roadway located at Railroad Ave and Dodge Lane
- Unloaded 26 new trash cans from Waste Management

Wastewater Treatment Dept.

- 33 work orders
- Ran Labs
- Check lift stations
- Decanted the Digester
- Raised a manhole up on old Wrightsboro Rd.
- Picked up loose cones on the side of roads
- Checked at radio building on 3rd Avenue
- Ran belt press

Stormwater Dept.

- 4 work orders
- Check ponds after storm
- Dye test on Vine Lane for storm water box
- Moved dumpsters from behind the barn to the field 2. Water Department assisted with this move

Infrastructure Inspections Dept.

- Developmental infrastructure inspections: 5
- Existing infrastructure inspections: 3
- Stormwater inspections: 5
- FOG Inspections: 2

Streets and Sanitation

- 36.55 tons of combined waste
- Litter: 13
- Started taking down Christmas decorations
- Repaired a driveway on Harlem-Grovetown Road

- 7 streetlights reported to GA Power

Planning and Community Development

General

- 56 total building inspections.

Meeting Update

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

Code Enforcement Update

- 16 signs removed from public ROW
- Parking Violations
 - 3 warnings
- Solid Waste/Trash
 - 1 warning
- 7 cases deemed in compliance
- 4 responses to civil concerns

DEVELOPMENT PROGRESS CHART

DATE: January 7, 2022

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)	64	50	78%	No change
2	Brighton Landing, Section 2	68	58	87%	No change

	(67 Single Family Homes)				
3	Highland Hills, Section 2 (32 Apartments in 4 Buildings)	32	25	78%	No change
4	McCoy's Creek Section 6 (53 Single Family Homes)	43	31	58%	No change
5	Deer Hollow Section 2 (110 Single Family Homes)	99	9	8%	5 permits 2 C/O
6	Caroleton, Phase 2 (73 Single Family Lots)	68	64	87%	No change
7	Caroleton Phase 3 (103 townhomes)	8	-	-	No change
8	Robin Landing Townhomes (47 Townhomes)	7 bldgs. (35 units)	5 bldgs. (24 units)	51%	No change
9	Brighton Woods Townhomes Section 2 (66 Townhomes)	33	9	14%	3 permits
10	Shephard Square Section 4 (7 Single Family Homes)	7	4	57%	No change
11	Brighton Park Apartments (134 Units in 29 Buildings)	38	-	-	12 permits
	Number of Renovation Permits Issued	4			
	Number of New Construction Permits Issued	20			
	Total Number of Permits Issued	24			
	New Business Licenses Issued: 2				
	Renewal Business Licenses Issued: 89				

City Wide Projects

Pump Stations

Euchee Creek: Diagnosing problem with generator power to pump #1.

Milton Hitt: No work onsite. Issue with pump one under diagnosis. Flow meter has been removed & returned to Columbia County.

Butler Creek: Waiting for power

Gravity Sewer & Force Main

Contractor working on punch list items.

Public Information Officer

- Challenge Coins for Mayor sent for proof
- Stormwater Yearly Report pulled for Water, Sewer and Stormwater Superintendent
- Entry request from each city department for newsletter
- Agenda and supporting documents posted to City website for January 10th City Council meeting
- Updated House Watch and Concentrated Patrol page for Grovetown Public Safety on City website
- PSA regarding delay in certain city and third party services due to COVID-19
- Notice of delay removing Christmas lights due to shortage in manpower because of COVID-19
- Rotarian duties as President-elect

Upcoming Events/Programs

- *Blood Drive- Friday, January 14, 2022, from 11:00 AM – 4:00 PM at Liberty Park Community Center.*
- *Swearing in of Councilmember Fisher and Councilmember Martin will be held Monday, January 10, 2022, at City Hall in the Council Chambers at 6 PM*
- *Council Meeting will be held Monday, January 10, 2022, at 6:30 PM at City Hall in the Council Chambers.*

Closing Comments

Please make every effort to keep you and your families well and safe. Thanks to all our elected officials and employees for their hard work during this busy week.

Mayor Gary E. Jones

