



SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING

April 1, 2022

Good Afternoon,

Three major events are scheduled for the month of April 2022. The Spring Fest will be held on Saturday, April 9th at Liberty Park from 10AM to 3PM. Many vendors will be on hand for the event. On April 15th and 16th, the first ever rodeo in Grovetown will also be held at Liberty Park with great entertainment for the whole family. Gates open at 5PM. Georgia Cities Week will be celebrated in Grovetown this year April 24th-30th. Please check our website for more information.

We are in the midst of budget preparation for all City departments. Thanks to all our department heads for their hard work, and to our Finance Department employees for making sure all budget requirements are met.

Thanks to our building maintenance crew for installing new landscaping around the Municipal Court Building.

PUBLIC SERVICE ANNOUNCEMENT TO RESIDENTS:

*The CDC has recently revised its guidelines for COVID-19, helping communities determine steps to take based on the most current data by introducing COVID-19 Community Levels (Low, Medium, and High). Currently, Grovetown is at a **LOW** level. This means that the CDC recommends staying up to date with COVID-19 vaccines and getting tested if you have symptoms. You may choose to mask at any time; mask recommendations may change if cases and hospitalizations in the area begin to rise. The pandemic has impacted City operations at all levels, including some of our third-party providers. Various departments may at times operate with smaller crews due to COVID-19. Employees are required to quarantine according to CDC guidelines after contracting or being exposed to the virus. Their absences, while temporary, may negatively affect the City's ability to provide on-time services. The City would like to thank residents in advance for their understanding during this time.*

If your trash can is missed during pickup, please contact Grovetown City Hall at 706-863-4576, Ext. 450.

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

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

Human Resources

Personnel Count

- Number authorized = **144** full-time.
- Number employed = **123** full-time.
- 1 part-time (Museum).
- 5 part-time/as needed (Firefighters)

Vacancies (21)

- 4 Road Patrol Officer
- 2 Public Safety Dispatcher
- 1 Firefighter/EMT/Medical Officer
- 1 PT Firefighter/EMT
- 1 Sewer Plant Operator Class 2 License
- 1 Sewer Plant Operator Class 3 License
- 1 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Sewer Dept.) [using 2 temp. employees to augment staffing]
- 1 Light Equipment Operator (Water Dept.) [using 2 temp. employees to augment staffing]
- 1 Light Equipment Operator (Streets) [using 7 temp. employees to augment staffing]
- 1 Light Equipment Operator (Stormwater) [using 1 temp. employee to augment staffing]
- 1 Heavy Equipment Operator 2 (Streets)
- 1 Light Equipment Operator (Parks & Recreation)
- 1 Program Assistant (Parks & Recreation)
- 1 Water/Sewer/Maintenance Supervisor
- 1 Administrative Assistant Municipal Court
- 2 ***Frozen Position***

Hiring Actions

- 1 conditional job offer extended for Firefighter/EMT/Medical Officer – Fire Department on 3/25/2022
- 1 Light Equipment Operator – Leisure and Recreation started on 3/28/2022
- 1 conditional job offer extended to one applicant for Reserve Police Officer – Police Department on 3/29/2022
- 2 Communication Officers – Police Department started on 3/30/2022
- 1 Firefighter/EMT/Medical Officer – Fire Department; tentative start date is 4/2/2022
- 1 Police Officer - Road Patrol – Police Department; tentative start date is 4/4/2022

- 1 Program Assistant – Leisure and Recreation; tentative start date is 4/12/2022

Worker's Comp Claims

- 1 snake bite – Employee is recovering well.

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
- Updating several job descriptions to be presented to City Council

Finance

- Met with City Administrator and all department heads to discuss and finalize proposed budget for 2022-2023.
- Vickie and Kristal were able to attend training related to the state purchasing website. This will allow us to utilize state contracts for more of our routine purchases instead of items that have been typically capital in nature.

Police Department

Police Department arrested 6 subjects during this period:

- 3 for DUI
- 1 for burglary 1st degree and Forgery 4th degree
- 1 for possession of marijuana with intent to distribute
- 1 for aggravated stalking

- Criminal Investigation Division had 6 cases assigned and closed 5 cases.
- Police Department would like to wish Communication Officer Kristina Maddox a very happy birthday.
- Police Department would like to welcome Communication Officers Sean Perdue and Tricia Rayle to the City of Grovetown.
- Police Department hosted a meet and greet with local news outlets on 03/25/2022 to foster a better working relationship with the news media.
- For the month of March, all Police Department personnel completed an online class titled “Intellectual Neurodevelopmental Disabilities.”

Fire Rescue

Fire Department responded to 14 calls:

- 5 medical and 9 fire calls

- Renovations began upstairs at Station #1 to reconfigure the training room into individual bedrooms and to add 1 office.
- Fire personnel conducted Aerial Ladder Training.
- Jason McAvoy will start on April 2nd in the role of Firefighter/EMT/Medical Officer; the Fire Department now has all full-time positions filled.

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: Cleaned, organized shop, washed vehicles, and cut grass
- Liberty Park: Cut and dragged all baseball fields, pressure washed dugouts and bleachers, sprayed for ants, chalked all fields, and worked on outfields
- City Hall: Cut grass
- Planning and Development: Cut grass
- Courthouse: Installed sprinkler system and added soil and mulch for flowerbed

Rental & Member Updates

- 2 new rental contracts with 2 returned with payment
- Facilities and fields were utilized a total of 102 hours
- 1 new gym membership

Fleet Maintenance

- **Stormwater/Sewer**
 - Chevy Silverado pickup truck: Routine service
- **Street Department**
 - Ford F-250 Pickup Truck: Replaced tag lights and lens
 - Ford F-750 Dump Truck: Repaired horn and running lights
 - Big Tex U-Dump Trailer: Replaced 7-way connector
 - Ford F-150 Pickup Truck: Replaced tailgate cap
- **Public Safety**
 - Chevy Tahoe: Routine service
 - Chevy Tahoe 2: Replaced headlight and 2 tag lights
 - Ford Police Interceptor: Routine service, replaced headlamp, parking lamp, and replaced battery
- **Leisure and Recreation**
 - John Deere Mower: Replaced deck support shoulder nut

Facility Maintenance

- A total of 18 work orders for this week: 6 at City Hall, 2 at Public Safety, 3 at Sewer Plant, 3 at Liberty Park, 2 at Courthouse, and 2 at Planning and Development

Upcoming Programs and Events

- Maverick's Fitness will be held every Monday and Wednesday from 6:15PM-7:15PM and Martial Arts Classes are held every Tuesday and Thursday from 6PM-7:30 PM.
- Spring Fest: Saturday, April 9th from 10AM-3PM, at Liberty Park Community Center
- American Hero Pro Rodeo: April 15th and 16th, at Liberty Park Community Center; gates open at 5PM and show starts at 7:30PM

Information Technology

- Updated monitors for Vickie at City Hall
- Updated security issue that allowed some workers access to reports they didn't have the authority to view
- Purchased, received, and set up a new tablet for the Leisure and Recreation Director
- Ordered a new phone for Quantice at Streets Dept. and connected him to Tyler
- Located and reassigned a MiFi from Public Works over to the Police Department

- Researched the plan on our next large computer life cycle replacement for a 3 or 4-year cycle decision
- Replaced the hard disk drive for the WWTP Superintendent with a solid disk drive to enhance performance
- Research was conducted on the move to the Courthouse for the Council
- 14 calls for service were made this week:
 - A good portion of the issues revolved around Tyler Tech, such as saving reports and an inability to print.
 - Old squad car laptops were wiped and are ready for decommission.

Public Works

Water Department

- Work orders were up again this week, bringing the total to 129
- Locates were also up this week with 20 locates
- 4 new water meters installed
- Maintained beautification at:
 - Lottie Ln. well lot
 - Fornum Dr.
- Assisted Recreation Department with projects pertaining to April rodeo

Sewer Department

- Installed 2 driveway pipes at the WWTP for the April rodeo
- Pulled manholes over in Arbor Springs and Senators Ridge
- Installed manhole monitor at the WWTP headworks
- Prepped site at barns for a wash pad for vehicles
- Ran vac truck at Milton Hitt lift station
- Lab conducted water quality monitoring
- 1 employee at lab training throughout the week
- Analyzed and monitored treatment processes at WWTP
 - Monitored pH, nitrogen, and phosphorus levels
 - Tested for settleability and solids in treatment basins and aerobic digester
 - Conducted a 5-day Biochemical Oxygen Demand (BOD) analysis to ensure compliance with permit and water quality standards
 - Conducted bacteriological testing to ensure proper disinfection of treated effluent prior to discharge

Stormwater Department

- Worked on projects for the April Rodeo

Streets and Sanitation Department

- Bulk and yard waste more than doubled this week to 22.73 tons
- Picked up 11 bags of litter on the main thoroughfare
- Ran street sweeper in Grove Landing subdivision and on Caroleton Rd.
- Potholes and driveways were fixed and cleaned at Williams St., the corner of Harlem Grovetown Rd., Old Berzelia Rd., and Kathrine St.

Infrastructure Inspections Department

- Assisted Water Department in locates and uncovering a manhole at 104 Pippin St.
- Existing infrastructure inspections: 2

- Developmental infrastructure inspections: 18

Sparkle Carwash

- Construction still ongoing – pouring concrete, spreading crush and run, laying brick on outside of building, working on stucco on outside of building, and installing equipment and electrical wire on inside

Deer Hollow Section 3

- Construction still ongoing – installing sewer lines and manholes

Brighton Park Apartments

- Building of homes is ongoing

East Robinson Ave. Lift Station

- Contractors are installing pumps in the bottom of the lift station; unfortunately, they are dealing with a steady inflow of groundwater.

Euchee Lake Subdivision

- Comcast will be boring; estimated date of work/boring to start in this area is April 14th due to the Masters.

Planning and Community Development

General

- 84 total building inspections.

Meeting Update

- Planning Commission
 - 04.21 Meeting:
 - 320 Newmantown Rd.: Request to annex and rezone to CC6.
 - 408 Newmantown Rd.: Request to annex and rezone to CC6.
 - The following to facilitate an approximately 100-home subdivision:
 - 301 Old Berzelia Rd./Parcel# G14 001: Request to annex and rezone to R-2.
 - 301 Old Berzelia Rd./Parcel# G14 001A: Request to rezone to R-2.
 - Old Berzelia Rd./Parcel# G14 001B: Request to rezone to R-2.
 - 215 Old Berzelia Rd.: Request to rezone to R-2.
- BZA
 - 04.07 Meeting:
 - 305 E Robinson Ave.: Request to reduce parking stall size and quantity.
 - 5221 Wrightsboro Rd.: Request to reduce parking stall size.

Code Enforcement Update:

- 25 signs removed from public ROW
- Inoperative/Abandoned Vehicles
 - 2 NOVs
 - 1 warning
- Parking Violations
 - 8 warnings
- Property Maintenance
 - 4 warnings
- Solid Waste/Trash
 - 9 warnings

- Obstruction of ROW
 - 1 NOV
 - 5 warnings
- 14 cases deemed in compliance
- 3 responses to civil concerns
- 4 permit checks for construction jobs within the city

DEVELOPMENT PROGRESS CHART

DATE: April 1, 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
3	Therapy Trails	1			Expect site work to begin soon.
Residential					
1	Grove Landing, Section 5 (64 Single Family Homes)	64	55	86%	2 C/Os
2	Brighton Landing, Section 2 (67 Single Family Homes)	68	60	90%	No change
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)	49	36	68%	4 C/Os
5	Deer Hollow Section 2 (110 Single Family Homes)	105	34	31%	7 C/Os
6	Caroleton, Phase 2 (73 Single Family Lots)	73	71	97%	1 C/O
7	Caroleton Phase 3 (103 townhomes)	35	-	-	4 Permits
8	Robin Landing Townhomes (47 Townhomes)	7 bldgs. (35 units)	5 bldgs. (28 units)	60%	No change
9	Brighton Woods Townhomes Section 2 (66 Townhomes)	37	15	23%	No change
10	Shephard Square Section 4 (7 Single Family Homes)	7	7	100%	1 C/O; Project complete
11	Brighton Park Apartments (134 Units in 29 Buildings)	106	-	-	8 Permits

	Number of Renovation Permits Issued	10			
	Number of New Construction Permits Issued	12			
	Total Number of Permits Issued	22			
	New Business Licenses Issued: 1				
	Renewal Business Licenses Issued: 5				

Citywide Projects

Pump Stations

All pump stations and accompanying force mains are online and running except for Butler Creek which is waiting on power. Georgia Power was on-site this week working on getting power to the station. Both contractors are nearing completion on punch list items.

Old Louisville Road Booster Station

Booster station is now online. Coordination continuing with Columbia County and City of Grovetown to get line disinfected and in use.

Public Information Officer

- Learned to fly drone for use at future City events
- Photographed subject of social media highlight
- Continued Women's History Month social media campaign
- Observed national holidays on social media
- Alerted the public to upcoming construction and facility closures
- Posted Public Notice and alerted local media on 3/15 and 3/29 Sanitation Sewer Overflows
- Updated job postings on City website
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *Board of Zoning Appeals will have a meeting on Thursday, April 7th, 2022, at 6PM in the Council Chambers at City Hall*
- *Spring Fest: Saturday, April 9th, from 10AM-3PM, at Liberty Park Community Center*
- *Council Meeting will be held on Monday, April 11, 2022, at 6PM in the Council Chambers at City Hall*
- *Planning Commission will have a meeting on Thursday, April 21, 2022, at 6PM in the Council Chambers at City Hall*
- *American Hero Pro Rodeo: Friday and Saturday, April 15th and 16th at Liberty Park Community Center; gates open at 5PM and show starts at 7:30PM*

Closing Comments

Please plan to join us at Liberty Park on April 9th for the Spring Fest. Twenty thousand eggs have been ordered for this event. There will be face-painting and many other family activities.

Gary E. Jones, Mayor

