



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING
August 5, 2022***

Good Afternoon,

On July 29th, 2022, our Police Department sponsored the annual National Night Out Back-to-School Bash. Many schoolchildren and adults enjoyed good food and lots of free school supplies. Thanks to all departments who participated in this event and thanks to all the vendors who were present as well.

As all of you know, our local schools are back in session and there is a substantial increase in traffic in many areas of the City. Please drive with caution and keep our schoolchildren safe.

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 **HIGH** level. This means that the CDC recommends staying up to date with COVID-19 vaccines, getting tested if you have symptoms, and wearing a mask indoors while in public; mask recommendations may change if cases and hospitalizations in the area begin to decrease. Additional precautions may be needed for high-risk or immunocompromised individuals. 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.*

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 Planning and Community Development for guidance on this matter.

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

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 = **153** full-time
- Number employed = **122** full-time
- 1 part-time (Museum)
- 5 part-time/as needed (Firefighters)
- 6 Temp Agency Employees in Street & Sanitation
- 4 Temp Agency Employees in Water/Sewer

Vacancies (32)

- 1 Human Resources Technician
- 1 Accounting Clerk
- 2 Road Patrol Officer
- 4 Public Safety Dispatcher
- 1 Police Administrative Specialist
- 1 Police Investigation (CID) Sergeant
- 1 Police Operations Lieutenant
- 1 Sewer Plant Operator Class 3 License
- 2 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Sewer)
- 7 Light Equipment Operator (Streets)
- 2 Heavy Equipment Operator 2 (Streets)
- 1 Light Equipment Operator (Stormwater)
- 1 Light Equipment Operator (Water)
- 1 Light Equipment Operator (Parks & Recreation)
- 1 Meter Maintenance Technician Coordinator
- 4 ***Positions to be advertised at a later date***
- 4 Part-time Firefighter/EMT

Hiring Actions

- Extended 1 conditional job offer for Public Safety Dispatcher-Police Department on 8/1/2022
- Extended 1 conditional job offer for Light Equipment Operator-Leisure and Recreation on 8/4/2022
- 1 potential start date for a Public Safety Dispatcher-Police Department on 8/8/2022

Safety/Training/Wellness

- Safety Talk: **Working Safely with Electricity!**

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
- Coordinating harassment training through LGRMS
- Organizing and scheduling a job fair for 8/18/2022

Finance Department

- Completed annual census submission for city retirement

Police Department

Police Dept. arrested 7 subjects during this period:

- 1 for Probation Violation Warrant
- 2 for Cruelty to Children (x2)
- 1 for Obstruction of a Law Enforcement Officer
- 2 for DUI Refusal, Driving While Unlicensed
- 1 for Possession of Methamphetamine
- Criminal Investigation Division had 4 cases assigned and closed 5 cases
- Conducted Patrol Rifle Training course on 8/2/2022
- Chief Kitchens attended the Chiefs of Police Summer Conference
- Thanks to the Leisure and Recreation Dept. (Donna, Steven, and staff), Grovetown Fire Rescue, Chief (Chef) Kitchens, Server Naise Gordon, Dispatchers Cocker and Perkins, Cpt. Powell, Sgt. Carroll, Sgt. Powers, Officers Palmer, Williams, Jenkins, Fleming, and Parsons, and CID staff Sgt Williamson, Inv. Rodman, Sgt. McDaniel, and Ms. Hubbard for their contribution and service to the National Night Out Back-to-School Bash.
 - Thanks to Live Princesses (Alex Chambers), Safe Homes of Augusta, Columbia County Sheriff's Office, Masonic Lodge of Grovetown, Columbia County Community Connections, Columbia County Teen Court, Air-Care Helicopter, Georgia Military College, Quest Church, DOCS-Dental of Ft. Gordon, and Boys Scout of America Troop 108 for their contributions as well

Fire Rescue

- Fire Dept. responded to 21 calls:
 - 14 medical
 - 7 fire
- Conducted class on Maintenance and Hose Testing 8/2-8/4 as part of the Firefighter II training program
- Bathroom #2 renovations for Station #1 have begun
- Happy birthday to Jonathan Scrum and James Glasscock

Leisure and Recreation

- Leisure and Recreational Shop: Cleaned up shop, washed vehicles, and cut grass
- Liberty Park: Cut grass, dragged all baseball fields, and sprayed for ants
- City Hall: Cut grass
- Historical Park: Cut grass
- 2nd Ave. Cemetery: Cut grass

- Goodale Park: Cut grass and repaired fence
- Courthouse: Cut grass
- 201 E Robinson Ave.: Cut grass
- Wildflower Garden: Cut grass
- Kiddie Park: Cut grass
- Planning and Community Development: Cut grass
- Grovetown Trails at Euchee Creek: Trimmed overgrowth along walking paths

Rental & Member Updates

- 8 new rental contracts with 3 contracts returned with payment
- Facilities and fields were utilized a total of 63 hours
- 1 new gym membership

Fleet Maintenance

- **Stormwater/Sewer Dept.**
 - Gravely Zero Turn Mower: Repaired deck guard
 - John Deere Mower: Replaced blades
 - D2E U-Dump Trailer: Repaired flat tire
- **Public Safety**
 - Ford Transit Van 350: Taken to dealer for warranty work
 - GMC Sierra 2500 HD: Routine service
 - E-One Fire Rescue Truck: Replaced air brakes (quick release valve)
- **Leisure and Recreation Dept.**
 - Chevy Express Van: Installed ladder rack
 - John Deere Mower 60: Routine service
 - Chevy Silverado Pickup Truck: Repaired flat tire

Facility Maintenance

- A total of 9 work orders for this week:
 - 1 at City Hall, 2 at Public Safety, 1 at Sewer Plant, 3 at Liberty Park, 1 at Streets Dept., and 1 at Courthouse

Upcoming Events/Programs

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Brush-the-Box Informational Meeting: 8/16 from 6PM-7PM
- Job Fair: 8/18 from 1PM-4PM

Information Technology

- Received new switch for Water Trailer to be installed and configured 8/5
- Met with Barracuda to showcase the servers they are quoting
- Met with MyCivic along with PIO for upcoming branded City cellphone app
- Total calls for service were 12:
 - ERP Pro 10 tickets and user passwords prevalent this week

Public Works

- Congratulations to Phillip Knight for obtaining state licenses for collections and Stella Giovinazzi for obtaining state licenses for back flow

Environmental Compliance

- Pressed over 25 tons of sludge
- Conducted permit-required and process control testing of raw and treated wastewater
 - All treated water samples were in compliance
- Conducted preventative maintenance on the disc filters
- Conducted daily inspections of 8 lift stations
- Continued stream monitoring in tributary of Sunrise Lake following sewer spill
- Inspected Rivercrest Townhomes development for erosion and sedimentation plan implementation
- Repaired chemical injection system
- Prepping end of month reports for submittal to EPD
- Reviewed end of month drinking water reports for submittal to EPD

Water Dept.

- 63 locates
- 182 work orders
- 13 histories
- 3 repaired water leaks
- Fluoride samples were taken
- Cut grass at GIW/Trudeau Tr. booster station
- Cut grass at lift stations, ponds, water tanks, WWTP, and well house
- 5 fire hydrants were serviced
- 2 road patches were cleaned out and asphalted
- Worked to repair issues with Robinson Ave. water tank

Streets and Sanitation Dept.

- Bulk and yard waste was down this week to 21.61 tons
- Crews picked up 20 bags of litter on the main thoroughfare
- Filled in a sink hole on Katherine St.
- Cut grass at Lakeview Dr., Wrightsboro Rd., Leven St., VFW Rd., Hardy Dr., and Fleet Maintenance
- Cut low hanging limbs at the end of Spring St. and Newmantown Rd.
- Ran litter detail throughout week and weekend

Sewer Dept.

- Cut grass in fields 4 & 5 at WWTP
- Cleaned headworks at WWTP
- Cut sewer trunk line on VFW Rd.

Stormwater Dept.

- Completed Wadsworth Ct. project

Infrastructure Inspections

- Assisted Water Dept. with exercising and shutting off two 10" water valves at Robinson Ave. water tower
- Performed fire flow and got static pressure off hydrant at corner of 2nd Ave. and E Robinson Ave.

- Checked for afterhours water leak at 109 Phinizy St.; area was white lined, and Mike Mills was notified of this issue (determined to be a non-emergency)
- Completed:
 - 17 developmental infrastructure inspections
 - 5 existing infrastructure Inspections
- Maintained quality control for Comcast; fiber boring is ongoing:
 - Harvestwood Townhomes
 - Main St.
 - E Robinson Ave.

Katherine St. Asphalt Replacement

- Contractors on-site putting down asphalt; utilizing flaggers to control and direct traffic around job site

Caroleton Townhomes

- Contractors on-site working on inside of the homes and framing, siding, roofing, etc.

Deer Hollow Section 3

- McElmurray contractors on-site excavating to install storm pipe and set storm manholes, installing storm pipe from the pond and setting storm manholes, and backfilling and compacting over already-installed sewer gravity main

Planning and Community Development

- Director Ronnie Kurtz attended the Rotary Club of Columbia County West's weekly luncheon on behalf of the City on 8/2/2022
- City Planner Jonathan Bush attended virtual training with the Georgia Dept. of Transportation for Local Administered Project (LAP) Certification on 8/2/2022. The topic of the training was ROW Acquisition for Local Public Agencies.
- 89 total building inspections.

Meeting Update

- Planning Commission
 - 8/18 Meeting:
 - Request to approve preliminary plat for 111 Old Thompson Rd.
- BZA
 - 8/4 Meeting:
 - E Robinson Ave. (Parcel# G18 001C): Approved request to reduce front lot line coverage, allow buildings outside of the build-to zone, permit side and front yard parking, and reduce parking stall size to accommodate a retail development.
 - 9/1 Meeting: No Agenda

Code Enforcement Update

- 6 signs removed from public ROW
- Overgrown Vegetation
 - 16 warnings
- Inoperative/Abandoned Vehicles
 - 4 warnings

- Parking Violations
 - 5 warnings
- Property Maintenance
 - 2 NOVs
 - 5 warnings
- Obstruction of ROW
 - 3 warnings
- 2 responses to civil concerns
- 18 cases deemed in compliance

DEVELOPMENT PROGRESS CHART

DATE: August 5, 2022

<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 (4 Unit Building)</u>	<u>2</u>	<u>1</u>	<u>25%</u>	
Residential					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</u>	<u>59</u>	<u>92%</u>	<u>No change</u>
<u>2</u>	<u>Brighton Landing, Section 2 (67 Single Family Homes)</u>	<u>68</u>	<u>60</u>	<u>90%</u>	<u>No change</u>
<u>3</u>	<u>McCoy's Creek Section 6 (52 Single Family Homes)</u>	<u>50</u>	<u>44</u>	<u>85%</u>	<u>No change</u>
<u>4</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>105</u>	<u>65</u>	59%	<u>3 C/Os</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>8</u>	<u>8%</u>	<u>No change</u>
<u>6</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>41</u>	<u>35</u>	<u>74%</u>	<u>No change</u>
<u>7</u>	<u>Brighton Woods Townhomes Section 2 (66 Townhomes)</u>	<u>37</u>	<u>27</u>	<u>41%</u>	<u>No change</u>
<u>8</u>	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>28</u>	<u>21%</u>	<u>No change</u>
<u>9</u>	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>Site plan approved. Preliminary site work has begun.</u>
	<u>Number of Renovation Permits Issued</u>	<u>19</u>			

	<u>Number of New Construction Permits Issued</u>	<u>0</u>			
	<u>Total Number of Permits Issued</u>	<u>19</u>			
	<u>New Business Licenses Issued: 2</u>				
	<u>Renewal Business Licenses Issued: 0</u>				

Public Information Officer

- Forwarded media inquiries to appropriate City departments
- Gathered creative materials for upcoming Augusta Magazine ad
- Updated bulletin board at City Hall
- Edited marketing materials for Brush-the-Box Informational Meeting
- Attended 8/2/2022 virtual meeting regarding branded City cellphone app
- Provided feedback on Augusta Magazine ad proofs
- Updated City website
- Created materials for 8/18/2022 job fair
- Coordinated photo day for employee headshots at City Hall
- Posted traffic alert for road failure at Lory Lane to social media
- Posted public notice regarding increase in COVID-19 Community Level to social media
- Approved ad for publication in Augusta Magazine
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- ***City Council Meeting: 8/8/2022 at 6PM in the Council Chambers at City Hall***
- ***Brush-the-Box Informational Meeting: 8/16/2022 from 6PM-7PM at Liberty Park***
- ***Job Fair: 8/18/2022 from 1PM-4PM at Liberty Park***
- ***Planning Commission Meeting: 8/18/2022 at 6PM in the Council Chambers at City Hall***
- ***City Council Work Session: 8/25/2022 at 6PM in the Council Chambers at City Hall***

Closing Comments

Thanks to our employees who work each day in hot weather to accomplish work in our City. A special thanks to Streets and Sanitation for keeping our roadways clean and open for travel. Have a safe weekend.

Gary E. Jones, Mayor

