



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING
August 12, 2022***

Good Afternoon,

The City has an ongoing stormwater project underway on 2nd Avenue. Please drive carefully when passing through this area of town. All schools in the area are also back in session; please drive with caution and keep our schoolchildren safe.

At our August 8th City Council meeting, we recognized Eddie Jones, who supervises the Streets and Sanitation Department. He has completed 35 years of service, and we thank Eddie for his service and dedication to our City.

Plans are being drawn for a new community center which will be located at the corner of Robinson Avenue and Railroad Avenue. We are calling it the "Depot Project," as it will somewhat resemble the old train depot that was demolished by the railroad almost 50 years ago. More information will be available at a later date.

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 **MEDIUM** level. This means that if you are a high-risk or immunocompromised individual, the CDC recommends staying up to date with COVID-19 vaccines, getting tested if you have symptoms, and talking with your doctor about wearing a mask indoors or in public; 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.*

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 = **152** full-time
- Number employed = **124** full-time
- 1 part-time (Museum).
- 5 part-time/as needed (Firefighters)
- 6 Temp. Agency Employees in Streets & Sanitation
- 4 Temp. Agency Employees in Water/Sewer

Vacancies (28)

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

Hiring Actions

- 1 promotion (Samantha Coker) to Police Administrative Specialist on 8/6/2022
- 1 promotion (Joseph Bryant) to Wastewater Treatment Plant OPT Trainee on 8/6/2022
- 1 Public Safety Dispatcher-Police Dept. started on 8/8/2022
- 1 Light Equipment Operator – Streets & Sanitation started on 8/8/2022
- 1 Light Equipment Operator – Leisure & Recreation started on 8/12/2022

Safety/Training/Wellness

- Safety Talk: **Hazards of Electric Shock!**

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
- LGRMS Risk Control conducted training 8/10/2022-8/11/2022
- Organizing and scheduling job fair for 8/18/2022

Finance Department

- We would like to give a big shoutout to Kristal, April, and Morgan G. for pulling together and keeping Utility Billing afloat while co-workers are out sick!

Police Department

Police Dept. arrested 5 subjects during this period:

- 1 for Probation Violation Warrant (Driving While Unlicensed)
- 1 for Theft by Taking
- 3 for DUI Refusal, Failure to Maintain Lane
- Criminal Investigation Division had 4 cases assigned and closed 1 case
- Happy birthday to Sgt. Eldon Powers!
- Inv. Rodman attended the Sexual Assault Investigation course in Forsyth, GA
- Chief Kitchens and Inv. Brown attended the Georgia Gang Investigator conference.
- Welcome Communication Officer James Wade to the City of Grovetown!
- We would also like to recognize the sacrifices that TAC Officer Naise Gordon and Cpt. Christopher Powell have made while working day and night shifts to augment manpower shortages within the Police Dept.

Fire Rescue

- Fire Dept. responded to 21 calls:
 - 17 medical
 - 4 fire
- Fire Dept. personnel attended LGRMS Risk Control training
- Fire Hydrant painting taking place in several neighborhoods and will continue for the next several weeks.

Leisure and Recreation

- Leisure and Recreational Shop: Cleaned shop, washed vehicles, and cut grass
- Liberty Park: Cut grass
- City Hall: Cut grass
- Historical Park: Cut grass
- 2nd Ave. Graveyard: Cut grass
- Goodale Park: Cut grass
- Courthouse: Cut Grass
- 201 E Robinson Ave.: Cut grass
- Wildflower Garden: Cut grass
- Kiddie Park: Cut grass

- Planning and Community Development: Cut grass
- Grovetown Walking Trails at Euchee Creek: Cut grass

Rental & Member Updates

- 9 new rental contracts with 5 contracts returned with payment
- Facilities and fields were utilized a total of 40.5 hours
- 2 new gym memberships

Fleet Maintenance

- **Stormwater/Sewer**
 - Ford F-250: Routine service
 - Ford F-750: Routine service and repaired wiper motor
- **Public Safety**
 - Tahoe: Routine service
- **Leisure and Recreation**
 - Chevy Express Van: Repaired A/C
 - John Deere Mower 60: Replaced blades
 - U-Dump Trailer: Installed vin plate
- **Street Dept.**
 - Mower Trailer: Repaired flat tire
 - Hustler Mower: Replaced blades
 - Silverado 1500: Routine service
 - Hawke Trailer: Repaired axle bracket

Facility Maintenance

- A total of 10 work orders for this week:
 - 3 at City Hall, 1 at Public Safety, 2 at Sewer Plant, 2 at Liberty Park, 1 at Streets, and 1 at Planning and Community Development

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
- Trunk or Treat: 10/28 from 6PM-9PM

Information Technology

- Re-installed new water trailer switch
- Installed new printer at water trailer
- Received all tools and components for new Go-Kit
- Replaced training laptop for Police Dept.
- Conducted successful livestream of 8/8 City Council Meeting
- Ordered 2 new firewalls for City Hall
- 2 demonstrations of new branded City cellphone app next week
- Calls for Service this week above average at 24

Public Works

Environmental Compliance

- Pressed over 20 tons of sludge
- Conducted permit-required and process control testing of raw and treated wastewater
 - All treated water samples in compliance
- Conducted preventative maintenance on disc filters, effluent flume, and UV system
- Conducted daily inspections of 8 lift stations
- Repaired like chemical injection system; preparing for overhaul of the system
- Prepping end of month reports for submittal to EPD

Water Dept.

- 94 locates
- 109 work orders
- 8 histories
- 2 water leaks repaired
- 5 state samples taken
- Cut grass at:
 - GIW booster station
 - Trudeau Tr. booster station
 - Lift stations
 - Ponds
 - Water tanks
 - WWTP
 - Well house
- Emergency road repair was completed
- Serviced and repaired 2 fire hydrants
- Moved a water meter 7 feet out of driveway
- Cleaned brush and debris from around drain line ditch area at Dodge Ave. water tank
- 2 water taps were completed and bored to the 2-service addresses
- Employees attended training through LGRMS Risk Control
- Flow and pressure test was performed

Streets and Sanitation Dept.

- Bulk and yard waste was down this week to 20.38 tons
- Litter is on the rise as crews picked up 39 bags of litter on the main thoroughfare
- Grass was cut on Wrightsboro Rd, Ford Ave., and all avenues
- Crew cut low hanging limbs at 3rd Ave. and VFW Rd.
- Ran litter detail throughout week and weekend
- Attended training through LGRMS Risk Control

Sewer Dept.

- Replaced pump at Liberty Park manhole
- Pulled pump at Dodge Ln. lift station to have it worked on
- Attended training through LGRMS Risk Control
- Pulled pump at Butler Creek lift station

Stormwater Dept.

- Assisted with pulling pump at Dodge Ln.
- Fixed 2 storm drain boxes in Pepper Hill Estate

- Hauled dirt to landfill
- Assisted Water Dept. with water taps
- Attended training through LGRMS Risk Control

Infrastructure Inspections

- Assisted when Waste Management truck got stuck during road failure; sent camera through sewer main line and conducted analysis to investigate cause
- Attended pre-construction meeting for upcoming Comcast project for Bryan Cove, and Shepherd's Square
- Attended project meeting for 2nd Ave. with GMC and Shockley
- Investigated sink hole over storm pipe that runs under driveway and created repair S/O at 204 VFW Rd.
- Attended training through LGRMS Risk Control
- Completed:
 - 17 developmental infrastructure inspections
 - 1 existing infrastructure inspection
 - 1 stormwater inspection
 - 2 FOG inspections/pump outs
- Maintained quality control for Comcast fiber boring at:
 - Harvestwood subdivision
 - Main St.
 - E Robinson Ave.
 - W Robinson Ave.

Caroleton Townhomes

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

Deer Hollow Section 3

- McElmurray contractors on-site and installing 8" sewer gravity main and 6" sewer service laterals; they are also backfilling and compacting over an already-installed sewer pipe

Rivercrest Townhomes

- Met contractors and engineer on-site to discuss BMP placement of the silt fence

2nd Ave. at E. Robinson Ave

- Met with GMC firm on project; Shockley contractors on-site and installing 6" 22-degree bend to line the PVC pipe up with tie-in point; another M&H fire hydrant will be set

305 Old Wrightsboro Rd. Self-Serve Carwash

- Inspected oil and grit separator, scheduled a pump out with William Sewer & Drain, and observed clean out

Planning and Community Development

- Planning and Community Development will hold an informational meeting in the Council Chambers of Grovetown City Hall on Tuesday, 8/30/2022 at 6PM to discuss the City's zoning code revision. Representatives from staff and Kimley-Horn, the City's selected contractor for assistance in the code revision, will be present to receive feedback. All members of the public are encouraged to attend.
- Director Ronnie Kurtz was formally inducted into the Rotary Club of Columbia County West on behalf of the City at their weekly luncheon on 8/9.

- Our Director attended orientation and a “Meet the Class” celebration as a part of the Leadership Columbia County Class of 2023 on 8/10.
- 61 total building inspections.

Meeting Update:

- Planning Commission
 - 8/18 Meeting:
 - Request to approve preliminary plat for 111 Old Thompson Rd.
 - Request to approve final plat for Deer Hollow Section 3A.
- BZA
 - 9/1 Meeting: No Agenda

Code Enforcement Update

- 1 sign removed from Public ROW
- Overgrown Vegetation
 - 3 NOVs
 - 3 warnings
- Inoperative/Abandoned Vehicles
 - 4 warnings
- Parking Violations
 - 5 warnings
- Obstruction of ROW
 - 1 NOV
 - 4 warnings
- 21 cases deemed in compliance

DEVELOPMENT PROGRESS CHART

DATE: August 12, 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>
<u>Commercial</u>					
<u>1</u>	<u>Dunkin Site (4 Unit Building)</u>	<u>2</u>	<u>1</u>	<u>25%</u>	
<u>Residential</u>					
<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>68</u>	<u>62%</u>	<u>3 C/Os</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>10</u>	<u>10%</u>	<u>2 C/Os</u>
<u>6</u>	<u>Robin Landing Townhomes</u>	<u>41</u>	<u>35</u>	<u>74%</u>	<u>No change</u>

	<u>(47 Townhomes)</u>				
7	<u>Brighton Woods Townhomes Section 2 (66 Townhomes)</u>	<u>37</u>	<u>27</u>	<u>41%</u>	<u>No change</u>
8	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>28</u>	<u>21%</u>	<u>No change</u>
9	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>Land disturbance permit issued.</u>
	<u>Number of Renovation Permits Issued</u>	<u>14</u>			
	<u>Number of New Construction Permits Issued</u>	<u>0</u>			
	<u>Total Number of Permits Issued</u>	<u>14</u>			
	<u>New Business Licenses Issued: 2</u>				
	<u>Renewal Business Licenses Issued: 0</u>				

Public Information Officer

- Created press release for job fair and distributed to local media
- Created thank-you graphic for National Night Out Back-to-School Bash sponsors
- Issued correction to local media on job fair press release
- Booked appearance on WRDW's *Morning Mix* television program and created list of talking points
- Photographed 8/8 City Council meeting
- Presented branded City cellphone app to public and Council alongside IT Dept.
- Updated City website
- Supplied B-roll footage to film crew and registered members of City leadership for Columbia County Chamber of Commerce 2022 State of the Community Address
- Submitted August newsletter for approval
- Posted public notice for 8/30 Planning and Community Development informational meeting
- Attended 8/10 training hosted by LGRMS Risk Control
- Distributed headshots to City employees and posted to City website
- Received 6-month evaluation
- Attended 8/11 virtual meeting to receive City's website analytics with CivicPlus
- Provided assets for upcoming ad in McDuffie Progress
- Informed public of 8/11 Grovetown Walking Trails at Euchee Creek closure and 8/12 reopening via social media
- Attended 8/12 staff meeting and updated dept. heads on social media/web analytics
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *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*
- *Planning and Community Development Informational Meeting: 8/30/2022 at 6PM in the Council Chambers at City Hall*
- *Trunk or Treat: 10/28/2022 from 6PM-9PM at Liberty Park*

Closing Comments

Thanks to all City departments for keeping our City clean and safe. Have a nice weekend.

Gary E. Jones, Mayor

