



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING  
September 9, 2022***

*Good Afternoon,*

*On September 8<sup>th</sup>, 2022, the Columbia County Chamber of Commerce and the City of Grovetown, the City of Harlem, Columbia County Board of Education, Fort Gordon, and Columbia County Board of Commissioners participated in the 2022 State of the Community Address. The event was held at the Columbia County Performing Arts Center in Evans and was enjoyed by all who attended.*

*Please be advised that the City of Grovetown will be the recipient of a Blue Star Memorial Marker, which will be installed in Veterans Park on November 12<sup>th</sup>, 2022, at 10AM. The public is invited to attend.*

*Please be reminded that curb-side pickup is for bulk garbage and yard waste, not for household trash. Be sure yard waste is placed at the curb on Sunday night in the appropriate week for pickup in your neighborhood.*

***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.*

*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](http://www.cityofgrovetown.com).*

*Citizens are encouraged to submit comments about the City's Zoning Code Revision project to [jbush@cityofgrovetown.com](mailto:jbush@cityofgrovetown.com). Follow this link for the information page on the City's website:*

- <http://cityofgrovetown.com/304/Zoning-Code-Revision>

## **Human Resources**

### **Personnel Count**

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

### **Vacancies (33)**

- 1 Human Resources Technician
- 1 Accounting Clerk
- 1 Road Patrol Sergeant
- 2 Road Patrol Officer
- 1 Traffic Officer
- 3 Public Safety Dispatcher
- 1 Police Investigator (CID)
- 1 Police Investigation (CID) Sergeant
- 1 Police Operations Lieutenant
- 1 Firefighter/EMT
- 1 Public Works Director
- 1 Sewer Plant Operator Class 3 License
- 1 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Recreation)
- 2 Light Equipment Operator (Sewer)
- 5 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\*\*\*
- 3 Part-Time Firefighter/EMT

### **Safety/Training/Wellness**

- Safety Talk: **Working Near Overhead Power Lines and The Hazards of Cold**

### **Hiring Actions**

- 1 part-time Firefighter/EMT-Fire Department started on 9/7/2022
- Extended 2 conditional job offers for Light Equipment Operator-Streets and Sanitation on 9/7/2022
- Extended 1 conditional job offer for Light Equipment Operator-Leisure and Recreation on 9/7/2022
- Extended 1 conditional job offer for Light Equipment Operator-Stormwater on 9/9/2022

### **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
- Attended the Columbia County Chamber of Commerce State of the Community Address on 9/8

### **Police Department**

- Police Dept. arrested 0 subjects during this period
- Criminal Investigation Division had 4 cases assigned and closed 15 cases
- Special thanks to Inv. William Rodman and Inv. Patrick Brown for reducing their caseload of crimes reported by solving/closing 58 cases during this period
- Conducted interviews on 9/9 for the positions of CID Sgt. and Road Patrol Sgt.
- Congratulations to Sgt. Jarrett Nieves for successfully completing the Field Training Officer course
- Sgt. Michael McDaniel attended the Internal Affairs conference from 9/5-9/9

### **Fire Rescue**

- Fire Dept. responded to 15 calls:
  - 7 medical
  - 8 fire
- Conducted hydrant testing in the areas of W Robinson Ave., Willowick subdivision, Robin Ln. Townhomes, and Robin Ln.
- Classroom instruction of the Firefighter II training class concluded this week with classes on Foam Fire Fighting, Liquid Fires, and Gas Fires
- Crews attended a SAM Control System demonstration at Station #2 presented by Fire Line on 9/8; SAM is an integrated total water flow control system that manages firetrucks, pumps, tanks, intakes and discharge

### **Leisure and Recreation**

- Leisure and Recreational Shop: Cleaned shop, washed vehicles, and cut grass
- Kiddie Park: Cut grass
- Goodale Park: Cut grass
- Liberty Park: Cut grass

- Grovetown Trails at Euchee Creek: Cut grass
- 2<sup>nd</sup> Ave. Cemetery: Cut grass
- Municipal Court: Cut grass
- Wildflower Garden: Cut grass
- City Hall: Cut grass
- Historical Park: Cut grass

### **Rental & Member Updates**

- 5 new rental contracts with 3 contracts returned with payment
- Facilities and fields were utilized a total of 72.5 hours
- 1 new gym membership

### **Fleet Maintenance**

- **Stormwater/Sewer Dept.**
  - John Deere Tractor: Replaced hose fitting and repaired PTO
  - Gravely Mower: Replaced blades and repaired mower deck
  - Ford F-250: Routine service and repaired flat tire
- **Street Dept.**
  - Silverado 5500: Routine service
  - Hustler Mower: Routine mower
  - Hustler Mower: Replaced blades
- **Police Dept.**
  - Ford Interceptor: Routine service
- **Leisure and Recreation Dept.**
  - Silverado 1500: Routine service
  - John Deere Mower: Routine service
  - John Deere Mower 60: Replaced blades and replaced starter

### **Facility Maintenance**

- A total of 11 work orders for this week:
  - 3 at City Hall, 1 at Fire Dept., 2 at Streets Dept., 2 at Liberty Park, 1 at Museum, and 2 at Fleet Maintenance

### **Upcoming Events/Programs**

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Trunk or Treat: 10/28 from 6PM-9PM
  - Registration is now open: <https://secure.rec1.com/GA/grovetown-ga/catalog>

## **Information Technology**

- Fielded quotes to replenish stock of laptops back to 2
- Issued new laptop to Jonathan Bush at Planning and Community Development
- Installed new Wi-Fi networked equipment for Belt Press room at Wastewater Treatment Plant
- Tentatively scheduled new firewall replacements for City Hall for next week
- Added BitDefender to City employees that must open unsolicited personal emails from citizens for City business
- Received a Toughbook from Utility Billing for decommissioning
- Calls for service this week were normal but high for a short week at 17

## Public Works

- Please be advised to put your trash can out the night before your pick-up day

### Environmental Compliance

- Pressed over 20 tons of sludge
- Conducted permit-required and process control testing of raw and treated wastewater
  - All treated water samples were in compliance
- Prepared end of month water reports, submitted to consultant
- Preparing monthly discharge report for submission to EPD
- Decanted digester twice
- Assisted with daily inspections of 8 lift stations
- Ongoing work on lime chemical feed system

### Water Dept.

- 39 locates
- 91 service orders
- 3 histories
- 6 water leaks repaired
- Relocated 2 meters in Deer Hollow subdivision
- Installed valve box riser
- Passed out 30 door hangers for the upcoming copper and lead sampling
- Cut grass at ponds, water tanks, and well house

### Streets and Sanitation Dept.

- Bulk and yard waste was up this week to 27.68 tons
- Crews picked up 25 bags of litter on the main thoroughfare
- Grass was cut on:
  - Wrightsboro Rd.
  - 2<sup>nd</sup> Ave.
  - 3<sup>rd</sup> Ave.
  - 4<sup>th</sup> Ave.
  - 5<sup>th</sup> Ave.
  - 6<sup>th</sup> Ave.
  - Robinson Ave.
- Crews cut low limbs:
  - 5<sup>th</sup> Ave.
  - Williams St.
  - Walton Dr.
- Ran Street Sweeper
  - Dorn St.
  - Williams St.
  - Old Wrightsboro Rd.
- Ran litter detail throughout the week and weekend

### Sewer Dept.

- Cut grass at:
  - Robinson Ave.
  - Euchee Creek subdivision
- Pulled pump for maintenance at:
  - Butler Creek lift station

- Lewiston lift station
- Dodge Ln. lift station
- Jetted headworks at WWTP
- Ran route daily

### **Stormwater Dept.**

- Cut grass at:
  - Old Berzelia Rd. retention pond
  - Phinizy Rd. sewer trunk line
- Rip Rap was added to 2 storm drainpipes on Wadsworth Ct.
- Repaired 3 storm drain boxes in Pepper Hill Estates
- Repaired 1 storm drain box in Grove Landing subdivision
- Assisted Water Dept. with water leaks

### **Infrastructure Inspections**

- Completed 17 developmental infrastructure inspections
- Maintained quality control for ongoing Comcast fiber boring at:
  - Bryans Cove
  - Shepherd's Square
  - E Robinson Ave.
  - W Robinson Ave.

### ***Caroleton Townhomes***

- Contractors on-site building homes, framing, siding, roofing etc.; currently no other infrastructure work going on; reached out to Matt Perkins regarding BMP issues

### ***Deer Hollow Section 3A***

- SEC contractors on-site continuing to install 2" gas main line throughout this section of the project

### ***Deer Hollow Section 3B***

- McElmurray contractors on-sit and installing 18" storm drainpipe and setting storm manholes

### ***2<sup>nd</sup> Ave. at E Robinson Ave.***

- Shockley contractors are cleaning newly installed storm drainpipe and manhole in front of 119 2<sup>nd</sup> Ave.; compaction tests taking place at various locations throughout project by CSRA Testing

### ***Rivercrest Townhomes***

- Contractors on-site continuing to work on the pond area; excavating for the new pond and for the storm pipe to be ran to this pond

### ***Brighton Park Apartments***

- Contractors building homes, framing, siding, roofing etc.

## **Planning and Community Development**

- The Dept. of Planning and Community Development held an informational meeting in the Council Chambers of Grovetown City Hall on 8/30 to discuss the City's zoning code revision. Video of the event is on the City's Facebook. Citizens are encouraged to submit comment throughout the process to [jbsuh@cityofgrovetown.com](mailto:jbsuh@cityofgrovetown.com). See below for the information page on the City's website:
  - <http://cityofgrovetown.com/304/Zoning-Code-Revision>

- Director Ronnie Kurtz, attended the Columbia County Chamber of Commerce State of the Community Address on behalf of the City at the Columbia County Performing Arts Center on 9/8
- 54 total building inspections.

**Meeting Update**

- Planning Commission
  - 9/15 Meeting: Request to approve final plat for 111 Old Thompson Rd.
- BZA
  - 10/6 Meeting:
    - Request to approve the following for 105 E Robinson Ave.:
      - Conditional Use Permit to allow an Automobile Repair & Service Station.
      - Variance to allow street-facing garage bay doors.

**Code Enforcement Update**

- Overgrown Vegetation
  - 4 NOVs
  - 15 warnings
- Solid Waste/Trash
  - 1 warning
- 2 responses to civil concerns
- 11 cases deemed in compliance

**DEVELOPMENT PROGRESS CHART**

**DATE: September 9, 2022**

<b><u>Sr. No.</u></b>	<b><u>PROJECT NAME And Project Details</u></b>	<b><u>Building Permits Issued</u></b>	<b><u>CO Issued</u></b>	<b><u>% of Project Completed</u></b>	<b><u>Comments</u></b>
<b><u>Commercial</u></b>					
<u>1</u>	<u>Dunkin Site (4 Unit Building)</u>	<u>2</u>	<u>1</u>	<u>25%</u>	
<b><u>Residential</u></b>					
<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>74</u>	<u>67%</u>	<u>1 C/O</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>14</u>	<u>14%</u>	<u>1 C/O</u>
<u>6</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>47</u>	<u>35</u>	<u>74%</u>	<u>No change</u>
<u>7</u>	<u>Brighton Woods Townhomes Section 2</u>	<u>37</u>	<u>31</u>	<u>47%</u>	<u>4 C/Os</u>

	(66 Townhomes)				
8	Brighton Park Apartments (134 Units in 29 Buildings)	130	33	25%	No change
9	Rivercrest Townhomes (45 Units in 18 Buildings)	=	=	=	Site work in progress
	<b>Renovation Permits Issued</b>	<b>7</b>			
	<b>New Construction Permits Issued</b>	<b>0</b>			
	<b>Total Permits Issued</b>	<b>7</b>			
	<b>New Business Licenses Issued: 1</b>				
	<b>Renewal Business Licenses Issued: 0</b>				

### Public Information Officer

- Alerted public to hydrant testing via City website and social media
- Informed public of weeklong Museum closure on 9/3 via social media
- Shared 9/3 and 9/6 traffic alerts from Police Dept. via social media
- Observed Labor Day holiday via social media
- Updated City website
- Highlighted City employees via social media
- Updated digital sign at City Hall
- Participated in virtual meeting with CivicPlus to discuss potential website redesign
- Prepped materials for appearance by Councilmember at local school
- Prepped materials for, ran expo booth, and attended Columbia County Chamber of Commerce 2022 State of the Community Address
- Updated bulletin board at City Hall
- Promoted events in/around Grovetown via social media

### Upcoming Events/Programs/Meetings

- *City Council Meeting: 9/12/2022 at 6PM in the Council Chambers at City Hall*
- *Planning Commission Meeting: 9/15/2022 at 6PM in the Council Chambers at City Hall*
- *Board of Zoning Appeals Meeting: 10/6/2022 at 6PM in the Council Chambers at City Hall*
- *Trunk or Treat: 10/28/2022 from 6PM-9PM at Liberty Park Community Center*
  - *Registration is now open at <https://secure.rec1.com/GA/grovetown-ga/catalog>*



## Closing Comments

*We would like to thank all employees for taking such great care of our City. The Grovetown Garden Club will be working in the Wildflower Garden soon. For more information about the Garden Club, please contact City Administrator Elaine Matthews at 706-396-2087. Have a safe weekend.*

*Gary E. Jones, Mayor*

