



SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING September 16, 2022

Good Afternoon,

The project for improvements on 2nd Avenue is nearly completed. To all residents who were affected by the construction, we sincerely appreciate your cooperation in this matter.

On Wednesday, Councilmember Dr. Deborah Fisher, Councilmember Ceretta Smith, City Administrator Elaine Matthews, and Assistant City Administrator Bradley Smith attended the GMA District 7 Meeting at the Thomson Depot. Mrs. Matthews spoke about Grovetown's plans to build a community center called "The Grovetown Depot." Those plans are being finalized next week.

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 12th, 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.

Citizens are encouraged to submit comment about the City's Zoning Code Revision project to 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
- 120 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 (32)

- 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)
- 1 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

Hiring Actions

- Extended 1 conditional job offer for Criminal Investigation Division Sergeant-Police Dept. on 9/9/2022
- 1 Police Operations Lieutenant-Police Dept. started on 9/12/2022
- 1 conditional job offer for Light Equipment Operator-Water Dept. on 9/12/2022
- Interviewed 2 applicants for Police Officer-Road Patrol – Police Dept. on 9/14/2022
- Interviewed 2 applicants for Communications Officer – Police Dept. on 9/14/2022
- Interviewed 3 applicants for Light Equipment Operator – Streets and Sanitation Dept. on 9/15/2022
- Interviewed 1 applicant for Light Equipment Operator – Sewer Dept. on 9/15/2022
- Extended 3 conditional job offers for Light Equipment Operator – Streets & Sanitation Dept. on 9/15/2022
- Interviewed 2 applicants for Accounting Clerk – Finance Dept. on 9/16/2022

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
- Presented 1 position reclassification to City Council; it was approved

Police Department

- Police Dept. arrested 8 subjects during this period:
 - 3 for DUI
 - 1 for Suspended License
 - 1 for a U.S. Marshals' Warrant
 - 1 for Court Ordered Arrest
 - 1 for a Bench Warrant (Driving with Suspended License, No Insurance, and Driving with Suspended Registration)
 - 1 for a Failure to Appear Warrant (No Insurance)
- Criminal Investigation Division had 6 cases assigned and closed 19 cases
- Chief Jamey Kitchens and Cpt. Christopher Powell completed the Glock armorer course
- We welcome to Lt. Robert Cross to the City of Grovetown, from the Richmond County Sheriff's Office

Fire Rescue

- Fire Dept. responded to 16 calls:
 - 10 medical
 - 6 fire
- Conducted hydrant testing in the areas of 5000-5303 Wrightsboro Rd., Whiskey Rd., and Horizon S. Pkwy.
- Station #2 had the roof replaced due to previous hail damage
- Part-Time Firefighter/EMT Michael Greene started on 9/8

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
- 2nd Ave. Cemetery: Cut grass
- Municipal Court: Cut grass
- Wildflower Garden: Cut grass
- City Hall: Cut grass
- Historical Park: Cut grass

Rental & Member Updates

- 6 new rental contracts with 6 contracts returned with payment
- Facilities and fields were utilized a total of 86.5 hours
- 1 new gym membership

Fleet Maintenance

- **Stormwater/Sewer Dept.**
 - Cat 420 Backhoe: Repaired hydraulic leak
 - John Deere Batwing Mower: Replaced hydraulic hose fittings
 - Ford F-150: Repaired flat tire

- **Streets Dept.**
 - GMC Sierra 3500 Flatbed: Repaired trailer plug in
 - Chevrolet 5500 Dump Trailer : Routine service
 - Hustler Mower: Routine service
- **Police Dept.**
 - Chevrolet Tahoe: Electrical issue and replaced switch
- **Leisure and Recreation Dept.**
 - Silverado 1500: Routine service
 - John Deere Tractor: Routine service
 - John Deere Gator: Routine service

Facility Maintenance

- A total of 12 work orders for this week:
 - 4 at City Hall, 1 at Fire Dept., 1 at Streets Dept., 3 at Liberty Park, 1 at Museum, and 2 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
- Trunk or Treat: 10/28 from 6PM-9PM
 - Registration is now open: <https://secure.rec1.com/GA/grovetown-ga/catalog>

Information Technology

- Conducted meeting with Finance Director on Life Cycle Replacement lists and finalized list of computers
- Replenished bench stock of having 2 laptops on hand
- Sourced, quoted, and purchased new desktop for Lt. Cross
- Conducted kick-off meeting for Grovetown phone app; implementation is tentatively scheduled to last 30-45 days from 9/16
- Conducted 2 successful livestreams: 1 for City Council meeting and 1 for Planning Commission
- Calls for service were more normal 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
- Submitted end of month water reports, submitted to consultant
- Submitted monthly discharge report to EPD
- Decanted digester
- Assisted with daily inspections of 8 lift stations
- Ongoing work on lime chemical feed system
- Took plant offline to make necessary repairs to decanter pipes in each basin
- Bypassed plant to holding pond for approximately 6 hours
- Refilled basins with holding pond, put all 4 basins back online
- Plant repairs made and plant back operational
- Troubleshooting and repair of SCADA system on plant

Streets and Sanitation Dept.

- Bulk and yard waste was up to 22.27 tons
- Crews picked up 31 bags of litter on main thoroughfare

- Grass was cut on:
 - Wrightsboro Rd.
 - Robinson Ave.
- Crews cut low hanging limbs at:
 - 3rd Ave.
 - 5th Ave.
- Ran Street Sweeper on:
 - Dorn St.
 - Williams St.
 - Old Wrightsboro Rd.
- Ran litter detail throughout the week and weekend

Sewer Dept.

- Worked on problem with floats at WWTP effluent pump station
- Installed 90-degree elbows on bypass pipes at lift stations of Dodge Ln., Grovetown Crossing, and Pamir Pl.
- Lewiston Rd. lift station pump was pulled, and the flush valve was replaced and capped
- Spread mulch around WWTP
- Cleaned up blower room
- Replaced broken clean out on Vine Ln.

Stormwater Dept.

- Removed section of sidewalk in Reynolds Cir. to locate a valve
- Cut grass along sewer easement behind Walmart Neighborhood Market
- Assisted Water Dept. with water leak

Infrastructure Inspections

- Completed:
 - 24 developmental infrastructure inspections
 - 1 FOG inspection and pump out
 - 1 stormwater inspection
 - 1 existing infrastructure inspection
- Maintained quality control for COMCAST fiber boring is on-going:
 - Bryans Cove
 - Shepherd's Sq.
 - E Robinson Ave.
 - W Robinson Ave.

Caroleton Townhomes

- Checked on BMP's that needed corrections and crews addressed them; area behind mailbox was grassed and rock gravel was replaced at concrete washout area

Deer Hollow Section 3A

- McElmurray contractors were on-site; took low level chlorine reading at fire hydrant in court of Myrtle Crest and residual chlorine was 0.4; SEC contractors also on-site working on gas lines

Deer Hollow Section 3B

- McElmurray contractors were on-site and installing 8" PVC C900 water line; contractors had installed about 15 joints/sticks at time of arrival

2nd Ave. at E Robinson Ave.

- Shockley contractors were on-site and in front of 120 2nd Ave. installing new 24" driveway pipe and dressing up the area

Rivercrest Townhomes

- Contractors were on-site and removing a temporary structure and setting the new and permanent outfall box, filter ring, and skimmer float; grading was performed on this site as well

Brighton Park Apartments

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

Water Dept.

- 32 locates
- 37 work orders
- 6 Histories
- 7 water leaks repaired
- Installed new water tap and moved existing meter at residence on Kaschwitz Ct.
- 5 TCB samples were taken
- Radio and manual meter reads were completed
- Cleaned fence line at GIW booster station and Dodge Ln. water tank

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. 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 Commission's Audit, Management and Internal Services, and Development and Planning Services Committee meetings on 9/13 as a part of Leadership Columbia County.
- Director Kurtz attended the Rotary Club of Columbia County West's weekly meeting on 9/13.
- Director Kurtz attended a meeting of the Association of the U.S. Army (AUSA) Greater Augusta-Fort Gordon Chapter's Membership Committee on 9/14.
- 74 total building inspections.

Meeting Update

- Planning Commission
 - 9/15 Meeting: Approved the final plat for 111 Old Thompson Rd.
 - 10/20 Meeting: No Agenda.
- 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

- 6 signs removed from public right-of-way
- Overgrown Vegetation
 - 4 NOVs

- 9 warnings
- Inoperative/Abandoned Vehicles
 - 1 warning
- Parking Violations
 - 1 warning
- Property Maintenance
 - 1 NOV
 - 8 warnings
- Solid Waste/Trash
 - 1 warning
- Obstruction of ROW
 - 23 warnings
- 2 responses to civil concerns
- 11 cases deemed in compliance

DEVELOPMENT PROGRESS CHART

DATE: September 16, 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>79</u>	<u>72%</u>	<u>5 C/Os</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>15</u>	<u>15%</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 (66 Townhomes)</u>	<u>37</u>	<u>31</u>	<u>47%</u>	<u>No change</u>
<u>8</u>	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>33</u>	<u>25%</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 work in progress</u>
	<u>Renovation Permits Issued</u>	<u>21</u>			

	<u>New Construction Permits Issued</u>	<u>0</u>			
	<u>Total Permits Issued</u>	<u>21</u>			
	<u>New Business Licenses Issued: 1</u>				
	<u>Renewal Business Licenses Issued: 0</u>				

Public Information Officer

- Shared information on voting in Columbia County via social media
- Alerted public to hydrant testing via social media and City website
- Observed 9/11 anniversary on social media
- Photographed 9/12 City Council meeting
- Highlighted citizens/employees via social media
- Updated official notice board at City Hall
- Assisted with maintenance of City social media pages
- Submitted materials, feedback, and approval for upcoming magazine ad
- Attended virtual meeting for branded City cellphone app
- Updated City website
- Attended 9/16 staff meeting and updated dept. heads on social media analytics
- Submitted request to be included in 9/22 City Council work session agenda
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- ***City Council Work Session: 9/22/2022 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***
 - ***Registration is now open at <https://secure.recl.com/GA/grovetown-ga/catalog>***
- ***Blue Star Memorial Marker Installation: 11/12/2022 at 10AM at Veterans Park***

Closing Comments

In our City Council meeting on Monday night, we honored Stella Giovinazzi as Employee of the Month for August 2022. Congratulations to Stella and thank you for your dedication to the City of Grovetown. Have safe weekend.

Gary E. Jones, Mayor

