



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING  
October 14, 2022***

*Good afternoon,*

*The City of Grovetown has received the PlanFirst designation from the Georgia Department of Community Affairs. This is an award that recognizes communities that are successfully implementing their local comprehensive plan. This is a distinguished honor, and the Department of Community Affairs will be coming to City Hall in the future to make the official presentation. Our community takes great pride in this prestigious award.*

*On October 28<sup>th</sup>, from 6PM-9PM, the Leisure and Recreation Department will host our Trunk or Treat event at Liberty Park. Many volunteers will be on hand to pass out candy and several vendors plan to be a part of the festivities.*

*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. After the Blue Star dedication, a luncheon will be held at 11:30AM at Liberty Park to honor veterans in the community. You may contact Liberty Park for more information.*

*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. Also be reminded that we do not pick up tree debris when it is cut by a company; it is the responsibility of the company to move it.*

***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.*

*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>

*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).*

## Human Resources

### Personnel Count

- 152 full-time number authorized
- 125 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 (27)

- 1 Human Resources Technician
- 1 Utility Billing Clerk 2
- 2 Road Patrol Officer
- 2 Traffic Officer
- 3 Public Safety Dispatcher
- 1 Police Investigator (CID)
- 1 Firefighter/EMT
- 1 Utility Services Director
- 1 Sewer Plant Operator Class 3 License
- 1 Sewer Plant Operator Trainee
- 2 Light Equipment Operator (Sewer)
- 5 Light Equipment Operator (Streets)
- 1 Heavy Equipment Operator 2 (Streets)
- 1 Meter Maintenance Technician Coordinator
- 4 \*\*\*Positions to be advertised at a later date\*\*\*
- 3 Part-time Firefighter/EMT

### Safety/Training/Wellness

- Safety Talk: **The Fire Triangle**

### Hiring Actions

- 1 Criminal Investigations Division Sergeant-Police Dept. started on 10/12/2022
- Extended 1 conditional job offer for Light Equipment Operator – Streets and Sanitation Dept. on 10/13/2022
- Extended 1 conditional job offer for Light Equipment Operator – Sewer Dept. on 10/13/2022

### 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 job descriptions to council that were approved

### Finance

- UB Billing Coordinator and the Staff Accountant attended the Tyler Technologies Georgia User Group meeting in Lawrenceville, GA. The meeting included updates on new features and options available for Utility Billing, Finance, and Human Resources that we are excited to bring to our citizens over the next couple of months.

### Police Department

- Police Dept. arrested 5 subjects during this period:
  - 3 for DUI (1 under 21 years of age)
  - 1 for Thompson Police Dept. Warrant
  - 1 for Felony Possession of Marijuana
- Criminal Investigation Division had 6 cases assigned and closed 24 cases
- Welcome to Sgt. William Loomer as he comes on board with the City of Grovetown
- Cpt. Christopher Powell and Officer William Jenkins departed Grovetown to retrieve the City of Grovetown Police Dept.'s newest member, the patrol K9
- Conducted a weapon qualification course on 10/14

### Fire Rescue

- Fire Dept. responded to 23 calls:
  - 16 medical
  - 7 fire
- Conducted hydrant testing in the areas of Pamir Place and Grove Landing subdivisions
- Visited Big Blue Marble Academy on 10/14 for a fire safety Presentation
- Congratulations to Emmanuel Melendez Cruz on passing his National Registry EMT Testing

### Leisure and Recreation

- Leisure and Recreational Shop: Cleaned shop, washed vehicles, and cut grass

- Liberty Park: Cut park and dragged all baseball fields
- Historical Park: Cut grass
- City Hall: Cut grass
- Planning and Community Development: Cut grass
- Welcome Signs: Cut grass
- Grovetown Trails at Euchee Creek: Cut grass
- Cemetery at Liberty Park: Cut grass, cleared brush from fence, and trimmed trees

### **Rental & Member Updates**

- 5 new rental contracts with 3 contracts returned with payment
- Facilities and fields were utilized a total of 77.5 hours
- 3 new gym memberships

### **Fleet Maintenance**

- **Stormwater/Sewer Dept.**
  - Ford F-150: Routine service
  - Ford F-250: Routine service
  - Ford F-750 Dump Truck: Routine service
- **Public Safety**
  - Chevy Tahoe 1: Routine service
  - Chevy Tahoe 2: At dealer for warranty work
- **Streets and Sanitation Dept.**
  - D2E Dump Trailer: Repaired flat tire
  - John Deere Loader: Repaired electrical issue
  - Ford F-650: Replaced cooling fan and support bearing
  - Bandit Chipper: Replaced old lights with LEDs
  - John Deere Mower: Replaced blades
  - Silverado 1500: Routine service

### **Facility Maintenance**

- A total of 13 work orders for this week:
  - 3 at City Hall, 2 at Police Dept., 1 at Fire Dept., 1 at Museum, 4 at Liberty Park, and 2 at Streets and Sanitation.

### **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**

- Attended a meeting regarding the MyGrovetown cellphone app and a meeting with Tyler Technology
- Installed 1 more Life Cycle Replacement bringing the total to 5 of 22
- Installed new computer for CID Sgt. at the Police Dept. and printer for City Clerk
- In final steps of finalizing Fiber Expansion project at Wastewater Treatment Plant
- Sourcing and quoting 2 more comparable Network Available Storage (NAS) devices for the Police Dept.
- Successfully livestreamed City Council Meeting

- This week's call volume was high for a short week at 20

### Public Works

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

### Environmental Compliance

- Conducted permit-required and process control testing of raw and treated wastewater (not drinking water)
  - Results were out of permit compliance due to plant upset; issue reported to EPD and recovery is in progress with no further regulatory action required
- Completed monthly reports for wastewater; violated 3 permit parameters
- Submitted drinking water reports to consultant for signature
- Continued to conduct additional process control testing and close monitoring to accelerate recovery from plant upset
- Conducted microbiological studies on all 4 basins
- Cleaned up and reported SSO at Milton Hitt lift station
- Pulled floating aerator from digester for service
- Conducted preventative maintenance on effluent disc filters
- Inventoried lab and ordered needed supplies

### Water Dept.

- 110 locates
- 96 service orders
- 11 histories
- 3 water leaks repaired
- 5 state samples completed
- Changed out 4 curb stops
- Continued cleaning fence line at 3<sup>rd</sup> Ave. water tank
- Flushed hydrants due to dirty water complaints

### Stormwater Dept.

- Assisted Water Dept. with water leak
- Cut overgrown vegetation area near Fire Station #2
- Started cutting Main St. retention pond

### Sewer Dept.

- Worked on electrical issue with pump in the chemical room
- Responded to 2 resident complaints: issues on resident side
- Cut field at WWTP
- Assisted with removal of aerator in digester tank

### Streets and Sanitation Dept.

- Picked up 19 bags of litter on main thoroughfare
- Picked up 17.5 tons of bulk and yard waste
- Cut grass along Wrightsboro Rd. and Robinson Ave.
- Cut low hanging limbs on Williams St. at Walton Dr., Dorn St., Old Berzelia Rd., and Summerfield subdivision
- Cleaned Spring St., VFW Rd., and Hardy Dr. with Street Sweeper

### Infrastructure Inspections

- 15 developmental inspections

- 1 stormwater inspection
- 1 FOG inspection/pump out
- 1 existing infrastructure inspection
- Reviewed plans for new Dollar General
- Attended a pre-construction meeting with Comcast and Southeastern Utilities for upcoming fiber project
- Met with owner of Pelican's Snoballs on issues with parking lot and drainage; solution found

#### ***Deer Hollow Phase 3B***

- McElmurray contractors on-site building lift station, putting in assembled parts, and setting vault for the valves

#### ***Rivercrest Townhomes***

- Garnto Southern contractors on-site installing water and sewer pipes; asphalt is scheduled this week

#### ***2<sup>nd</sup> Ave. Water Line/Storm Pipe Upgrade***

- Walk-through completed; a few remaining issues to be resolved

#### ***Euclaw Creek Comcast Bore***

- Southeast contractors on-site installing conduit for Comcast fiber optics

### **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 Rotary Club of Columbia County West's weekly luncheon on 10/11
- Director Kurtz participated in Leadership Columbia County's "County Operations Day" on 10/12
- 76 total building inspections.

#### **Meeting Update**

- Planning Commission
  - 10/20 Meeting: No Agenda.
- BZA
  - 11/3 Meeting:
    - Request to approve variance for 5310 Wrightsboro Rd. for the following:
      - Reduce minimum front lot line coverage requirement.
      - Permit encroachment past the front build-to zone.
      - Reduce minimum side yard setback.
      - Reduce minimum rear yard setback.
      - Reduce minimum side landscape buffer
      - Reduce parking stall size.

#### **Code Enforcement Update**

- 2 signs removed from public ROW

- Inoperative/Abandoned Vehicles
  - 1 NOV
  - 3 warnings
- Parking Violations
  - 2 warnings
- Solid Waste/Trash
  - 3 warnings
- 1 response to civil concerns
- 12 cases deemed in compliance

**DEVELOPMENT PROGRESS CHART**

**DATE: October 14, 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>
<b>Commercial</b>					
<u>1</u>	<u>Dunkin Site (4 Unit Building)</u>	<u>2</u>	<u>1</u>	<u>25%</u>	
<b>Residential</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>49</u>	<u>94%</u>	<u>5 C/Os</u>
<u>4</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>105</u>	<u>85</u>	<u>77%</u>	<u>No change</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>24</u>	<u>23%</u>	<u>7 C/Os</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 Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>38</u>	<u>28%</u>	<u>1 C/O</u>
<u>8</u>	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>Site work in progress</u>
	<b><u>Renovation Permits Issued</u></b>	<u>7</u>			
	<b><u>New Construction Permits Issued</u></b>	<u>0</u>			
	<b><u>Total Permits Issued</u></b>	<u>7</u>			
	<b><u>New Business Licenses Issued: 2</u></b>				
	<b><u>Renewal Business Licenses Issued: 0</u></b>				

## Public Information Officer

- Alerted public to hydrant testing via City website and social media
- Spoke at District 4 Commissioner Elect's 10/8 Listening Sessions event
- Alerted public to 10/10 water outage at Goodale Park dog park
- Edited statement for Pollock Company to use as testimonial
- Alerted public to 10/14 Newmantown Rd. lane closure via City website and social media
- Attended 10/11 working meeting, and created materials for, upcoming branded City cellphone app
- Highlighted City employees via social media
- Updated digital sign at City Hall
- Updated department heads on social media analytics
- Facilitated interview between WRDW and council member
- Attended virtual meeting for upcoming branded City cellphone app
- Posted traffic alert regarding Katherine St. railroad crossing to social media
- Highlighted local business via social media
- Promoted events in/around Grovetown via social media

## Upcoming Events/Programs/Meetings

- ***City Council Work Session: 10/27/2022 at 6PM in the Council Chambers at City Hall***
- ***Trunk or Treat: 10/28/2022 from 6PM-9PM at Liberty Park***
  - ***Registration open at <https://secure.recl.com/GA/grovetown-ga/catalog>***
- ***Board of Zoning Appeals Meeting: 11/3/2022 at 6PM in the Council Chambers at City Hall***
- ***Blue Star Memorial Marker Installation: 11/12/2022 at 10AM at Veterans Park***
- ***Veterans Day Luncheon: 11/12/2022 at 11:30AM at Liberty Park***

## Closing Comments

*Thanks to Leisure and Recreation for the decorations in Veterans Park and thanks to all our employees for their continued hard work. Have a safe week, everyone.*

*Gary E. Jones, Mayor*

