



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING  
October 21, 2022***

*Good afternoon,*

*Congratulations to Sonny Genova for passing his Wastewater Operator Class III exam. Sonny is a valued employee, and we are proud of his achievement in becoming a certified wastewater operator.*

*The Police Department now has a new K9 officer named Banner. He will be a great asset to the department in tracking and narcotics detection.*

*Our October 26<sup>th</sup> City Council work session has been cancelled.*

*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
- 128 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 (24)

- 1 Human Resources Technician
- 1 Utility Billing Clerk II
- 1 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)
- 3 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 internal promotion (April Bryan) to Utility Accounting Clerk II on 10/15/2022
- 2 Light Equipment Operators-Streets and Sanitation started on 10/17/2022
- 1 Road Patrol Officer-Police Dept. started on 10/17/2022
- Extended 1 conditional job offer for Light Equipment Operator–Streets and Sanitation on 10/17/2022
- Interviewed 1 applicant for Communications Officer-Police Dept. on 10/18/2022

#### **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

### **Finance**

- Finance Director/Asst. City Administrator Bradley Smith attended the Governor's Office of Highway Safety class this week.

### **Police Department**

- Police Dept. arrested 5 subjects during this period:
  - 3 for DUI
  - 1 for Probation Warrant (No Insurance)
  - 1 for Felony Possession of Schedule II Substance with Intent to Distribute
- Criminal Investigation Division had 2 cases assigned and closed 69 cases
- Welcome Officer Robin Ashmore to the City of Grovetown; he comes to us from the Richmond County Sheriff's Office
- Congratulations to TAC Officer Naise Gordon on successfully completing the Supervision level III course; this is a major accomplishment for a non-sworn person
- Major Eastman represented the Police Dept. by participating in the Trunk or Treat event hosted by Chick-fil-A on 10/15
- Sworn officers were trained and certified with X7 tasers on 10/18 and 10/20
- Conducted weapon qualification course on 10/20
- Cpt. Christopher Powell, Ms. Loida Hubbard, TAC Officer Naise Gordon, and Administrative Asst. Samantha Coker attended the Open Records Act class sponsored by the Columbia County Sheriff Office

### **Fire Rescue**

- Fire Dept. responded to 24 calls:
  - 15 medical

- 9 fire
- Conducted hydrant painting several days this week
- Greenbrier Daycare visited Station #2 for a tour and Fire Safety presentation on 10/19 and 10/20
- Visited Cedar Ridge Elementary School on 10/21 for a Fire Safety presentation for 8 kindergarten classes
- Chief Kent completed Chief Fire Officer Days 1-4 this week at the Georgia Public Safety Training Center in Forsyth, GA

### General Services

- Leisure and Recreational Shop: Cleaned shop, washed vehicles, and cut grass
- Kiddie Park: Cut grass
- Goodale Park: Cut grass
- Grovetown Trails at Euclaw Creek: Cut grass and cleaned walking paths
- Harvestwood Townhomes: Cut grass
- Municipal Court: Cut grass
- Wildflower Garden: Cut grass
- Planning and Community Development: Cut grass

### Rental & Member Updates

- 9 new rental contracts with 7 contracts returned with payment
- Facilities and fields were utilized a total of 94.5 hours
- 2 new gym membership

### Fleet Maintenance

- **Stormwater/Sewer Dept.**
  - Ford F-250 Utility Truck: Replaced headlight switch
  - Ford F-250 Utility Truck: Replaced tires
  - Ford F-150: Routine service
- **Streets and Sanitation Dept.**
  - ODB Leaf Vacuum: Replaced battery
  - Big Tex U-Dump Trailer: Repaired jack
  - Utility Trailer Mower: Repaired flat tire
- **Police Dept.**
  - Ford Police Interceptor: Routine service and replaced battery
  - Chevrolet Tahoe: Replaced tires
- **Leisure and Recreation**
  - Chevrolet 2500 Van: Routine service
  - John Deere Mower: Routine service

### Facility Maintenance

- A total of 10 work orders for this week:
  - 3 at City Hall, 1 at Fire Dept., 1 at Police 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

- Held 2 meetings for upcoming MyGrovetown cellphone app
  - 1 internal working meeting and 1 with MyCivic rep
  - Nearing completion of setup and training on the app will soon take place
- Installed 1 Life Cycle Replacement for Wastewater Treatment Plant bringing us to 5/22 installed
- Installed 3 new printers for Finance Dept.
- This week's calls for service were medium to high at 22
  - New printers/new computers and ERP PRO 10 issues led for the numbers of issues this week

### 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
  - Results in compliance with all permit requirements
- Sent monthly wastewater effluent samples to outside lab for third party analysis
- Continue to conduct additional process control testing and close monitoring to accelerate recovery from plant upset
- Conducted microbiological studies on all 4 basins
- Pulled 2 floating aerators from the digester and sent off for motor repair
- Cleaned 3 floating aerators and floating mixer in the digester
- Conducted preventative maintenance on chemical feed injection system
- Ran belt press and pressed approximately 25 tons of sludge
- Began to draw down level of equalization ponds following upset
- Reviewed draft NPDES permit for WWTP and sent comments for review
- Reviewed draft Industrial Stormwater Permit for WWTP and sent comments
- Met with consultants, reviewed effluent quality and lab data, and determined plant operators handled the upset well and recovery is on track
- Contacted EPD in regard to well abandonment and licensing requirements
- Congratulations to Santino Genova for passing his Wastewater Operator Class III exam

### Water Dept.

- 26 locates
- 113 service orders
- 10 histories
- 3 water leaks repaired
- 5 state samples completed
- Changed out 1 curb stop
- Continued cleaning fence line at 3<sup>rd</sup> Ave. water tank
- Hung 40 high usage door hangers

### Stormwater Dept.

- 1 service order

- Assisted Water Dept. with water leak
- Fixed pothole on Porter Ln.
- Completed Grove Landing retention pond
- Started cutting Reynolds Pond retention pond

#### **Sewer Dept.**

- 1 service order
- Assisted with vacuuming out all lift stations
- Responded to 2 resident complaints: issues on resident side
- Assisted with removal of 2 aerator motors at WWTP
- Assisted with removal of aerator from digester tank

#### **Streets and Sanitation Dept.**

- 4 service orders
- Picked up 33 bags of litter on the main thoroughfare
- Picked up 27.1 tons of bulk and yard waste
- Cut grass along Wrightsboro Rd., Robinson Ave., Harlem Grovetown Rd., and Old Berzelia Rd.
- Cut low hanging limbs on 3<sup>rd</sup> Ave. and Old Berzelia Rd.
- Cleaned Liberty Park, Newmantown Rd., and Hardy Dr. with Street Sweeper
- Repaired pothole on Harlem Grovetown Rd.

#### **Infrastructure Inspections**

- 23 developmental inspections
- 1 FOG inspection/pump out
- 1 existing infrastructure inspection
- Performed walkthrough for 2<sup>nd</sup> Ave. project with GMC and Shockley
- Reviewed plans for Brighton Industrial
- Assisted Fire Dept. conducting fire flows on both newly installed hydrants and they both passed

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

- Performed pressure tests on all sewer gravity mains in Deer Hollow Section 3B

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

- Garnto Southern contractors on-site and installing sewer gravity mains and utility access holes

### **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 Association of the U.S. Army (AUSA) Greater Augusta-Ft. Gordon Chapter's monthly Breakfast and Briefing on 10/18. The speaker was Col. Paul D. Howard, the U.S. Army Signal School Commandant and 42<sup>nd</sup> Chief of Signal, who spoke about the State of the Signal Corps and its future prospects.

- Our Director attended the Rotary Club of Columbia County West’s weekly luncheon on 10/18
- 35 total building inspections.

**Meeting Update**

- Planning Commission
  - 11/17 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**

- 13 signs removed from public ROW
- Overgrown Vegetation
  - 3 NOVs
- Parking Violations
  - 1 NOV
  - 2 warnings
- 7 responses to civil concerns
- 7 cases deemed in compliance

**DEVELOPMENT PROGRESS CHART**

**DATE: October 21, 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>49</u>	<u>94%</u>	<u>No change</u>
<u>4</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>105</u>	<u>90</u>	<u>82%</u>	<u>5 C/Os</u>
<u>5</u>	<u>Deer Hollow Section 3A (54 Single Family Homes)</u>	<u>12</u>	<u>=</u>	<u>0%</u>	<u>12 permits</u>



6	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>24</u>	<u>23%</u>	<u>No change</u>
7	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>47</u>	<u>35</u>	<u>74%</u>	<u>No change</u>
8	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>44</u>	<b>33%</b>	<u>6 C/Os</u>
9	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	=	=	=	<u>Site work in progress</u>
	<b><u>Renovation Permits Issued</u></b>	<b><u>11</u></b>			
	<b><u>New Construction Permits Issued</u></b>	<b><u>12</u></b>			
	<b><u>Total Permits Issued</u></b>	<b><u>23</u></b>			
	<b><u>New Business Licenses Issued: 1</u></b>				
	<b><u>Renewal Business Licenses Issued: 0</u></b>				

### Public Information Officer

- Shared information on early voting in Columbia County via social media
- Alerted public to hydrant testing via social media
- Updated bulletin board at City Hall
- Updated City website
- Scheduled 10/21 interview between WFXG and Grovetown Police Department
- Highlighted City employees/councilmember via social media
- Attended 10/19 working meeting, and created materials for, upcoming branded City cellphone app
- Scheduled meeting to begin process for website redesign
- 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 (CANCELLED)*
- *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

*A few days ago, our community lost Lynell Widener, Artist Laureate of Columbia County, and a very dear friend to the City of Grovetown. The City has several paintings done by Mrs. Widener. We send our condolences to her family.*

*Gary E. Jones, Mayor*

