



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING
November 4, 2022***

Good afternoon,

On November 10th, 2022, City offices will close at noon and will remain closed until November 14th, in celebration of Veterans Day.

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. 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.

November 8th is election day. Be sure to exercise your right to vote.

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. 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.

Human Resources

Personnel Count

- 152 full-time number authorized
- 129 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 (23)

- 1 Human Resources Technician
- 1 Utility Billing Clerk
- 1 Road Patrol Officer
- 2 Traffic Officer
- 3 Public Safety Dispatcher
- 1 Firefighter/EMT
- 1 Utility Services Director
- 1 Sewer Plant Operator Class 3 License
- 1 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Recreation)
- 1 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: **Fire Danger of Flammable and Combustible Liquids**

Hiring Actions

- One (1) internal promotion (Randell Kiefat) to Criminal Investigator-Police Department on 10-29-2022
- One (1) Light Equipment Operator-Sewer Systems started on 10-31-2022

- One (1) Police Officer-Road Patrol-Police Department started on 10-31-2022
- Interviewed one (1) applicant for Firefighter/EMT-Fire Department on 11-01-2022
- Interviewed one (1) applicant for Firefighter/EMT-Fire Department on 11-03-2022
- Interviewed one (1) applicant for Part-time Firefighter/EMT-Fire Department on 11-03-2022
- Extended one (1) conditional job offers for Firefighter/EMT - Fire Department 11-03-2022
- One (1) Light Equipment Operator-Street and Sanitation potential start date of 11-07-2022

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

- Continued working on year-end audit

Police Department

- Police Dept. arrested 6 subjects during this period:
 - 1 for Regulation of Controlled Substance/Unauthorized Distribution
 - 1 for City of Grovetown Bench Warrant (No Insurance, Removing Tag with Intent to Deceive, Operation of Vehicle Without a Revalidated Tag)
 - 1 for City of Grovetown Bench Warrant (No insurance, Use of Multibeam lighting)
 - 1 for Driving while Unlicensed
 - 1 for Warrant (Headlight Requirement, No Insurance, and Violation of Conditional Permit)
 - 1 for Failure to Appear Warrant (No Insurance, Suspended License and Suspended Registration)
- Criminal Investigation Division had 7 cases assigned, closed 13 cases, seized 25 grams of marijuana, and issued 7 citations
- Happy birthday to Sgt. Jarrett Nieves, Officer Slavic Gurley, and Sgt. Anthony Plyler
- Chief Jamey Kitchens, Major Robert Eastman, and Reserve Officer Rodney Williams collected 75.6 pounds of prescription medicine from CVS and Walgreens locations on 10/29
- Police Administrative Asst. Samantha Coker and Officer Karlton Williams successfully completed the Child Safety Technician course on 10/28
- Cpt. Christopher Powell successfully completed the Taser Instructor certification course on 10/28
- Congratulations to Randell Kiefat on his promotion to Investigator

- Welcome to Officer Michael Felicies; he comes to us from the Veterans Administration Police Department

Fire Rescue

- Fire Dept. responded to 24 calls:
 - 17 medical
 - 7 fire
- Conducted training at Columbia County Fire Rescue Training Facility 11/1-11/2; topics included building searches, firefighter rescue, and Firefighter II skills
- Interviewed 3 candidates for full-time and part-time firefighter positions
- Firefighter I and II testing was conducted on 11/3 at Columbia County Fire Rescue; several fire personnel attended, and results are pending
- Completed end user training for Emergency Medical Reporting system through ESO Software

General Services

- Leisure and Recreational Shop: Cleaned shop, washed vehicles, and cut grass
- Kiddie Park: Cut grass
- Grovetown Trails at Euchee Creek: Cut grass and removed tree from walking path
- Municipal Court: Cut grass
- City Hall: Cut grass
- Historical Park: Cut grass
- Wildflower Garden: Cut Grass
- Working on Christmas lights

Rental & Member Updates

- 11 new rental contracts with 7 contracts returned with payment
- Facilities and fields were utilized a total of 70.5 hours
- 2 new gym memberships

Fleet Maintenance

- **Stormwater/Sewer Dept.**
 - Bobcat Loader: Replaced O-ring on brush cutter
 - GMC 3500 Flatbed Truck: Replaced fuse and power cable on diesel tank
 - Ford F-250 Utility Truck: Replaced rear tires
- **Streets and Sanitation Dept.**
 - Ford F-150: Repaired flat tire
 - Silverado 1500: Routine service
 - Silverado 5500: Routine service
- **Police Dept.**
 - Chevrolet Tahoe: Routine service
 - Chevrolet Silverado: Routine service
- **Leisure and Recreation Dept.**
 - Club Car Golf Cart: Replaced battery
 - Silverado 1500: Routine service

Facility Maintenance

- A total of 10 work orders for this week:

- 3 at City Hall, 3 at Liberty Park, 1 at Fire Dept., 1 at Museum, and 2 at Leisure Maintenance Building

Streets and Sanitation Dept.

- Picked up 42 bags of litter on the main thoroughfare
- Picked up 17.32 tons of bulk and yard waste
- Filled potholes on Harlem Grovetown Rd.
- Checked functionality of all Christmas lights
- Hung Christmas lights at City Hall, Planning and Community Development, Fire Station, and the Museum

Upcoming Events/Programs

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Veterans Day Luncheon: 11/12 from 11:30AM-2:30PM

Information Technology

- Completed all training related to MyGrovetown cellphone app
 - Includes 1 training for app admins and 2 for City staff
- Attended 2 meetings for MyGrovetown cellphone app
- Installed another Lifecycle Replacement bringing total to 7 of 22
- Replaced batteries of a business class UPS at Fire Station
- Setup newest CID investigator with all necessary job-related applications
- High calls for service volume this week at 25
 - Tyler ERP Pro 10 issues and password resets led the way this week for ticketed issues

Utility Services

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

Infrastructure Inspections

- Completed 26 Developmental infrastructure inspections
- Attended CPR class
- Reviewed plans for 401 E Robinson Ave. and 601 Katherine St.
- Submitted reviews to Jonathan Bush at Planning and Community Development
- Checked condition of road cuts on Starling Dr.
- Performed a proof roll in Deer Hollow Section 3B; a few issues noted but contractors on-site addressed issues
- Performed sewer test on-site; Mandrel Pull and low-pressure test at Rivercrest Townhomes; all sewer lines in this section passed
- Overseeing installation of Comcast fiber optics in Deer Hollow Phase 1
- Inputting test results, updating project files, and submitted documentation for collection test
- Attended a meeting about Cawley Pond with Elaine Matthews, Raymond Fulcher, Mike Woods, and Bradley Smith
- Attended a pre-con meeting for Cawley Pond project on Huffman property

Deer Hollow Section 3A

- WM Ventures contractors were on-site installing underground power lines, Conduit for Comcast, and AT&T

Deer Hollow Section 3B

- McElmurray contractors were on-site, continuing to work on the lift station, Water service lines and meter boxes, addressing road scraping and compaction prep for proof roll test, which was complete, and putting down rock and compacting throughout this section

Brighton Park Apts.

- Contractors were on-site building homes, framing, siding, roofing. They also poured and are finishing concrete sidewalk

Rivercrest Townhomes

- Garnto Southern contractors continue to install 8" sanitary sewer gravity main and 6" sanitary sewer service laterals; also, installing more storm pipe and storm boxes

109 Old Thomson Road

- Contractors installed all 5 sewer service laterals, addressing compaction issues, and continuing to clear and build up pond area

Stormwater Division

- Vac truck used to clean 3 lift stations
- Cut fields at the WWTP
- Cut retention pond in Brighten Landing
- Assisted installing new water meters
- Assisted with repairs of a water leak in Brandimere
- Assisted with the clean-up at 3rd Ave water tank

Water Division

- 159 service orders completed
- 11 locates
- Installed 13 new water meters: 12 in Deer Hollow and 1 in Robin Landing
- 2 water leaks were repaired
- Replaced 1 curb stop in Summerfield Subdivision
- Performed 3 histories
- Fluoride & TTHM samples were taken and sent to Columbia County for testing
- Cleaned and hauled off 2 loads of brush from the 3rd Ave. water tank
- Patch area around a buried water valve box (Charlotte Ave.)
- Hauled off 84 broken trash cans to Waste Management

Sewer Division

- Met with the mechanic for the bypass pump at dodge lift station
- Checked manhole monitors in Reynolds Pond and at headworks of WWTP
- Jetted the headworks and greased all fittings
- Vac truck was used to Vac Butler Creek, Milton Hitt, and Euchee Creek Lift stations
- **WWTP employees**
 - Conducted permit-required process control testing of raw and treated wastewater
 - Results for our weekly reports were out of permit, however we are currently back within our permit limits

- Continuing to draw down level of equalization ponds following last month's plant upset
- Wasting more to the equalization ponds to guarantee clean water is released into the environment due to motors for aerators being serviced
- Performed micro-scope study
- Replaced sampler suction tubes
- Ran, Cleaned, and greased all fittings for the belt press
- Plant has made a full recovery from last month's upset

Planning and Community Development

- The City of Grovetown Department of Planning and Community Development held an informational meeting in the Council Chambers of Grovetown City Hall, 103 Old Wrightsboro Road, on Tuesday, August 30, 2022, at 6:00 PM 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 JBush@cityofgrovetown.com. Follow this link for the information page on the City's website:
<http://cityofgrovetown.com/304/Zoning-Code-Revision>
- Our Director, Ronnie Kurtz, attended the Rotary Club of Columbia County West's weekly luncheon on November 1 on behalf of the City. City Administrator Elaine Matthews was the featured speaker.
- 41 total building inspections.

Meeting Update

- Planning Commission
 - 11.17 Meeting:
 - Request to approve preliminary plat and variance for 401 East Robinson Avenue.
 - Request to approve preliminary plat and variance for 601 Katherine Street.
- BZA
 - 11.03 Meeting:
 - Approved variances for 5310 Wrightsboro Road 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.
 - 12.01 Meeting: No Agenda.

Code Enforcement Update

- 8 signs removed from public right-of-way
- Overgrown Vegetation
 - 1 NOV
 - 2 Warnings
- Inoperative/Abandoned Vehicles
 - 1 Warning

- Parking Violations
 - 1 Warning
- Obstruction of ROW
 - 2 Warnings
- 6 responses to civil concerns
- 12 cases deemed in compliance

DEVELOPMENT PROGRESS CHART

DATE: November 4, 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>3</u>	<u>1</u>	<u>25%</u>	<u>Building permit issued to Tasty Wings Seafood.</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>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>No change</u>
<u>5</u>	<u>Deer Hollow Section 3A (54 Single Family Homes)</u>	<u>12</u>	-	<u>0%</u>	<u>No change</u>
<u>6</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>27</u>	26%	<u>2 C/Os</u>
<u>7</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>47</u>	<u>35</u>	<u>74%</u>	<u>No change</u>
<u>8</u>	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>48</u>	36%	<u>4 C/Os</u>
<u>9</u>	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	-	-	-	<u>Site work in progress</u>
	<u>Renovation Permits Issued</u>	<u>4</u>			
	<u>New Construction Permits Issued</u>	<u>1</u>			
	<u>Total Permits Issued</u>	<u>5</u>			
	<u>New Business Licenses Issued: 1</u>				
	<u>Renewal Business Licenses Issued: 0</u>				

Public Information Officer

- Alerted public to 10/29 Verizon issues when calling Police Dept. via social media
- Registered members of City leadership for 11/10 Columbia County Chamber of Commerce Pre-Legislative Breakfast
- Observed Halloween holiday via social media
- Attended 11/1 virtual training and created materials for upcoming branded City cellphone app
- Updated City website
- Updated bulletin board at City Hall
- Alerted public to hydrant testing via City website and social media
- Shared information on early voting in Columbia County via social media
- Alerted public to Veterans Day holiday hours via City website and social media
- Attended 11/3 virtual meetings for upcoming branded City cellphone app
- Updated digital sign at City Hall to reflect Veterans Day holiday hours
- Attended 11/3 virtual training for upcoming branded City cellphone app
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- ***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***
- ***City Council Meeting: 11/14/2022 at 6PM in the Council Chambers at City Hall***

Closing Comments

Next week our City will be the proud recipient of the Blue Star Memorial Marker. It is an honor for our City to be recognized as one who honors the veterans who have given their all for our country. Thanks to members of the Grovetown Garden Club and others who are making this possible.

Gary E. Jones, Mayor

