



## ***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING December 22, 2022***

*Good afternoon,*

*On December 16<sup>th</sup>, 2022, our employees enjoyed an awards ceremony at Liberty Park. Please visit the City of Grovetown Facebook to see all the honorees. Congratulations to all who were honored.*

*City offices will close at noon on December 22<sup>nd</sup>, 2022, and will reopen Tuesday, December 27<sup>th</sup> at the normal business hour to observe the Christmas holiday. We wish a happy holiday to all our citizens!*

*Please be aware of lower than usual temperatures in the area and take precautions to cover exposed pipes to protect them from the cold weather. Please bring pets inside.*

*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
- 132 full-time number employed
- 1 part-time (Museum)
- 7 part-time/as needed (Firefighters)
- 6 temp. agency employees in Streets and Sanitation Dept.
- 4 temp. agency employees in Water/Sewer Dept.

### **Vacancies (20)**

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

### **Hiring Actions**

- 1 Light Equipment Operator – Leisure and Recreation started on 12/19/2022
- Interviewed 3 applicants for Utility Services Director on 12/19/2022
- Interviewed 1 applicant for General Services Maintenance Technician I on 12/21/2022

- Interviewed 1 internal applicant for General Services Administrative Assistant on 12/21/2022

### **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**

- Merry Christmas from the Utility Billing and Finance Dept.

### **Police Department**

- Police Dept. arrested 8 subjects during this period:
  - 4 for DUI (Child Endangerment, Felony Fleeing and Eluding, Driving Without a License, and DUI Child Endangerment)
  - 1 for Felony Obstruction of a Law Enforcement Officer
  - 1 for Obstruction of a Law Enforcement Officer and Reckless Conduct
  - 1 for Morgan County Probation Warrant
  - 1 for Bulloch County Warrant (Failure to Appear and Flight to Avoid)
- Criminal Investigation Division had 1 case assigned and closed 2 cases
- Police Dept. would like to wish a merry Christmas to the Mayor, Councilmembers, Directors, and all City employees
- Police Dept. would like to thank the following individuals/organizations for their generous donations/contributions to the annual Grovetown Police Dept. Christmas present drive:
  - Pediatric Partners of Augusta (Jill and Jamey Kitchens)
  - Mayor Pro Tem Eric Blair
  - In Memory of Mary Olyer (Masha Keaton)
  - Concerned Women, Inc. (Mrs. Bea and Art Sanders)
  - Grovetown Police Dept. Softball Team (Cpt. Christopher Powell)
  - Herbert Homes, Inc. (Mark Herbert, Carla Sports Fincher, and Ashley Hughey)
  - Delia and Jean Thibodeau
  - Ivey Homes (Matt Perkins)
  - House of Mercy Ministries Church (Pastor Quatin Robinson and Sibyl Rostchild)
  - Clifford Memorial Presbyterian Church (Elaine Matthews, Sarah Anderson, Diane Pittman, Carla James, and Coy Waugh)
  - Toya and Keesha Eastman
  - Kevin Krackenberger

### **Fire Rescue**

- Fire Dept. responded to 21 calls:
  - 14 medical

- 7 fire
- Annual NFPA Pump Service Testing was conducted on all fire apparatuses equipped with pumps on 12/16; all pumps passed testing
- Congratulations to FF Ladousier, FF Sapp, and FF Whaley for passing all practical and written examinations to attain their NPQ Firefighter II certifications.

## General Services

### Leisure and Recreation Dept.

- Leisure and Recreational Shop: Cleaned shop, washed vehicles, and cut grass
- Kiddie Park: Cut grass and blew leaves
- Harvestwood subdivision: Cut grass and blew leaves
- Grovetown Trails at Euchee Creek: Trimmed trees and brush along walking paths

### Rental & Member Updates

- 3 new rental contracts with 1 returned contract and payment
- Facilities and fields were utilized a total of 24 hours
- 1 new gym membership

### Fleet Maintenance

- **Stormwater/Sewer Dept.**
  - John Deere Loader: Replaced batteries and routine service
  - Silverado 2500: Routine service
  - Ford F-150: Routine service
- **Streets and Sanitation Dept.**
  - Ford F-750: Routine service
  - John Deere Loader: Replaced hydraulic hoses
  - Ford F-250: Routine service
- **Police Dept.**
  - Chevrolet Tahoe: Routine service
- **Leisure and Recreation Dept.**
  - Chevrolet 1500: Routine service
  - John Deere Mower: Replaced blades
  - Chevrolet 3500: Routine service

### Facility Maintenance

- A total of 10 work orders for this week:
  - 2 at City Hall, 2 at Liberty Park, 1 at Fire Dept., 1 at Police Dept., 2 at Museum, and 2 at Fleet Maintenance

### Streets and Sanitation Dept.

- 7 service orders
- Picked up 13 bags of litter around town
- Picked up 23.07 tons of bulk and yard waste
- Patched pothole on Harlem Grovetown Rd., Katherine St., and Railroad Ave.
- Cleaned Dorn St., Williams St., Haney Dr., Buck Ave., Ford Ave., and Woodward Dr.

### Upcoming Events/Programs

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM

## Information Technology

- IT Dept. would like to wish everyone a merry Christmas
- Installed business printer into David Carlin's office
- Replaced computer for right window in Utility Billing
- Ordered 10 new DP to HDMI cables as all new computers use DP connections instead of HDMI
- This week's calls for service volume is slightly high for a short week at 17
  - Password resets and Outlook issues were leaders for issues this week

## Utility Services

### Water Dept.

- 28 locates
- 67 service orders
- 4 histories
- 3 water leaks repaired
- Locator met with contractor at GIW buster station to discuss pump #1
- Locator met with contractors for all large projects in 2023
- Walkthrough at Phase 1 in Deer Hollow
- Completed patch work at Ashland Way

### Stormwater Dept.

- 1 service order
- Assisted Water Dept. in repairing water leaks
- Repaired gravel road to water office
- Backfilled behind storm drain at Luton Dr.
- Used vac truck to clean out PPLS

### Sewer Dept.

- CCTV sewer issue on E Robinson Ave.

#### WWTP Employees

- Conducted permit-required process control testing of raw and treated wastewater
  - All results for weekly reports were in permit
- Poured a total 2,150 pounds of lime into all 4 basins
- Completed permit required water samples at site 2 and ran labs
- Troubleshooted and repaired polymer feed system

### Infrastructure Inspections

- 14 developmental infrastructure inspections
- Monitored Summerfield AT&T bore all week
- Monitored Senators Ridge Xfinity bore all week
- Met with customer about yard issues with boring contractors (AnSCO)
- Completed 3 stormwater pond inspections and 1 flow analysis
- Assisted Sewer Dept. with CCTV of customer's sewer service lateral
- Reviewed plans for Dollar General and reviewed CCTV footage from Deer Hollow Section 3B
- Attended infrastructure walkthrough and created punch list for items in need of completion

- Contractors on-site and working on items from 18-month warranty punch list
- Checked with customer to ensure Shockley filled in around customer's meter box
- Investigated missing hydrant meter; company went bankrupt with no valid contact info; reached out to SD Clifton and they will investigate this matter

***Rivercrest Townhomes***

- Garnto Southern contractors on-site, backfilling and compacting over installed sewer gravity main and getting site ready for rain

**Planning and Community Development**

- The Dept. of Planning and Community Development held an informational meeting on 8/30 at 6PM to discuss the City's zoning code revision. Video of the event is on the City's Facebook and citizens are encouraged to submit comment throughout the process 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>
- Director Ronnie Kurtz attended the Oath of Office Ceremony for Augusta Mayor-Elect Garnett Johnson at the Augusta-Richmond County Municipal Building
- 11 total building inspections

**Meeting Update**

- Planning Commission
  - 1/19 Meeting: No Agenda.
- BZA
  - 1/5 Meeting:
    - Request to approve variance for Horizon W Pkwy. (parcel# 062 3140) for a reduction in parking stall size.

**Code Enforcement Update**

- Inoperative/Abandoned Vehicles
  - 1 NOV
- Property Maintenance
  - 1 warning
- 2 responses to civil concerns
- 3 cases deemed in compliance

**DEVELOPMENT PROGRESS CHART**

**December 22, 2022**

<b>Sr. No.</b>	<b>PROJECT NAME And Project Details</b>	<b>Building Permits Issued</b>	<b>CO Issued</b>	<b>% of Project Completed</b>	<b>Comments</b>
<b>Commercial</b>					
1	Dunkin Site (4 Unit Building)	3	1	25%	Tasty Wings and Seafood buildout underway
<b>Residential</b>					
1	Grove Landing, Section 5	64	59	92%	No change

	(64 Single Family Homes)				
2	Brighton Landing, Section 2 (67 Single Family Homes)	68	60	90%	No change
3	McCoy's Creek Section 6 (52 Single Family Homes)	50	49	94%	No change
4	Deer Hollow Section 2 (110 Single Family Homes)	105	90	82%	No change
5	Deer Hollow Section 3A (54 Single Family Homes)	13	-	0%	1 permit
6	Caroleton Phase 3 (103 townhomes)	42	27	26%	No change
7	Robin Landing Townhomes (47 Townhomes)	47	35	74%	No change
8	Brighton Park Apartments (134 Units in 29 Buildings)	130	104	78%	16 C/Os
9	Rivercrest Townhomes (45 Units in 18 Buildings)	-	-	-	Site work in progress
	<b>Renovation Permits Issued</b>	<b>6</b>			
	<b>New Construction Permits Issued</b>	<b>1</b>			
	<b>Total Permits Issued</b>	<b>7</b>			
	<b>New Business Licenses Issued: 2</b>				
	<b>Renewal Business Licenses Issued: 42</b>				

### Public Information Officer

- Alerted public to Christmas holiday hours via City website, social media, digital sign, and flyers at City Hall
- Updated digital sign and bulletin board at City Hall
- Created route and materials for Happiest Holiday Home contest
- Alerted public to 12/22 City Council work session cancellation
- Updated City website
- Highlighted City employees via social media
- Shared weather alert regarding inclement weekend weather via social media
- Escorted judges for Happiest Holiday Home contest
- Presented yard sign to Happiest Holiday Home contest winner
- Promoted events in/around Grovetown via social media

### Upcoming Events/Programs/Meetings

- *Board of Zoning Appeals Meeting: 1/5/2023 at 6PM in the Council Chambers at City Hall*
- *City Council Meeting: 1/9/2023 at 6PM in the Council Chambers at City Hall*



## Closing Comments

*Thank you to all citizens and friends of Grovetown who made contributions toward gifts for families in the community. Thanks to all our employees for the beautiful displays of Christmas lights and for keeping our City safe and clean. From the Mayor and Council, merry Christmas, and happy New Year!*

*Gary E. Jones, Mayor*

