



WEEKLY ACTIVITIES REPORT ***February 3, 2023***

Good afternoon,

The 18th Annual Columbia County Chamber of Commerce Banquet was held last night, and several City officials attended. Wendy Perry, the new chairperson of the Columbia County Chamber, addressed members briefly, and the guest speaker was “The Bowtie Comedian” Mike Goodwin, who has appeared on America’s Got Talent. Many local businesses received awards, including one for our own District 4 Commissioner Alison Couch, owner of Ignite Accounting & Business Advisors. Congratulations to all winners!

David Bullard (Part-Time Firefighter for the City) received the Firefighter State Public Servant Award for the Department of Georgia Veterans of Foreign Wars. He will accept this award at the VFW Annual Awards Banquet in Macon, GA on February 18th, 2023. David has served the citizens of Grovetown for many years, and we congratulate him on this honor.

To read about the many 2022 calendar year accomplishments by our City departments, please click the link below. Great job everyone!

- <https://cityofgrovetown.com/DocumentCenter/View/2193/Accomplishments-in-2022>

Please be reminded curb-side pickup is for rough 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 a company cuts it. 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
- 130 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 (22)

- 1 Human Resources Technician
- 1 Road Patrol Officer
- 2 Traffic Officer
- 4 Public Safety Dispatcher
- 1 Firefighter/EMT
- 1 Utility Services Director
- 1 Sewer Plant Operator Class III License
- 1 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Recreation)
- 2 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 General Maintenance Technician I – General Services Dept. started on 1/30/2023
- 1 potential start date for Firefighter/EMT – Fire Rescue on 2/14/2023

Safety/Training/Wellness

- Safety Talks:
 - Safety Means No Fooling Around
 - What's Your Safety Score?

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

- Completed annual and quarterly payroll submissions
- Purchasing Coordinator completed vendor cleanup in our software; we are cleaning over 600 inactive vendors from our software

Police Department

- Police Dept. arrested 13 subjects during this period:
 - 5 for Suspended License (Improperly Displayed Tag, Driving on the Wrong Side of the Roadway, Too Fast for Conditions, and Probation Violation)
 - 3 for DUI (Fleeing and Eluding, Open Container, and Failure to Stop at Stop Sign)
 - 3 for Driving while Unlicensed (Flag Required for Protruding Load, Possession of Marijuana, and Possession of a Firearm by a Convicted Felon)
 - 1 for Simple Battery (Family Violence)
 - 1 for Burke County Warrant (Failure to Appear and Driving with a Suspended License)
- Criminal Investigation Division had 4 cases assigned and closed 13 cases
- K9 unit made 15 traffic stops, had multiple K9 deployments, issued 9 citations, and assisted in school search in Richmond County
- Congratulations to Inv. Patrick Brown for successfully completing the Instructor Training Course

Fire Rescue

- Fire Dept. responded to 22 calls:
 - 13 medical
 - 9 fire

- All shifts attended a Reports and Records Training class between 1/31-2/2
- Congratulations to David Bullard for receiving the Firefighter State Public Servant Award for the Department of Georgia Veterans of Foreign Wars

General Services

Leisure and Recreation Dept.

- General Services: Cleaned shop and vehicles, replaced old railroad ties, and spruced up shrubbery
- Public Safety: Cleaned parking lot
- Kiddie Park: Filled potholes on driveway
- Grovetown Trails at Euchee Creek: Removed fallen trees due to inclement weather
- Liberty Park: Cleaned gym and baseball field bathrooms
- Fleet Maintenance: Assisted with cleaning up shop, prepared predesignated vehicles to new departments, cleaned vehicles, and swapped accessories
- City Hall: Cleaned parking lot and planted flowers for beautification
- Goodale Park: Cleaned up around playground equipment, filled in holes, started flattening out walking track at old playground, and will continue improvements when weather permits

Rental & Member Updates

- 10 new rental contracts with 8 contracts returned with payment
- Facilities and fields were utilized a total of 78 hours
- 1 new gym membership

Upcoming Events/Programs

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Martinez-Evans Little League Baseball (M.E.L.L. baseball): Registration until 2/8

Fleet Maintenance

- **Stormwater/Sewer Dept.**
 - Chevy 2500 Utility Truck: Installed GPS (V239)
 - GMC 3500 Utility Truck: Installed GPS, repaired parking brake cable and trailer lights (V238)
- **Streets and Sanitation Dept.**
 - GMC 3500 Flatbed: Routine maintenance (V190)
 - D2E U-Dump Trailer: Replaced tire (E-176)
 - Chevy 5500 Dump Truck: Repaired parking brake cable (V180)
- **General Services Dept.**
 - Ford F-550 Dump Truck: Routine service (V121)
 - John Deere Backhoe: Repaired shift lever linkage (E121)
- **Public Safety**
 - Ford Maverick Pickup: Routine maintenance (V232)

Facility Maintenance

- Welcomed new employee; welcome Mike!
- Completed 9 work orders:
 - 2 at Public Safety, 1 at Fire Dept., 2 at City Hall, 3 at Liberty Park, and 1 at Streets and Sanitation Dept.

Streets and Sanitation Department

- Picked up 28 bags of litter on the main thoroughfare
- Collected 26.9 tons of bulk and yard waste
- Removed low clearance limbs on Dodge Ln., Woodward Dr., and Ford Ave.
- Cleaned General Facilities garage area
- Continued improvements to General Service offices
- Utilized Street Sweeper to clean Walton Dr., Saxton Ct., Railroad Ave., and Ford Ave.
- Completed 6 work orders

Information Technology

- Replaced life cycle replacement bringing us to 13 of 22
- Installed new computer and dual monitor for Facility Maintenance office
- Ordered and received new cellphone for Water Dept. and General Services
- Ordered and received 4 monitors to replace depleted stock
- Ordered and received 4 battery backups to replace depleted stock
- Call volume was very high at 27 calls for service
 - Tyler issues and fixes led the way, followed by general computer and printer issues

Utility Services

Water Dept.

- 24 locates
- 107 service orders
- 5 histories
- 2 water leaks repaired
- 2 curb stops replaced at Salford Pl.
- Changed out 2 meters at Wrightsboro Rd. and Newman Ln.
- Installed 7 new meters at Deer Hollow (new phase)
- Fluoride samples completed
- Cleaned out 7 road cut patches and asphalted
- Continued cleaning fence line at WWTP
- Performed cut-offs and cut-ons

Stormwater Dept.

- 3 service orders
- Assisted Sewer Dept. with raising of manhole on Newmantown Rd.
- Assisted Water Dept. with leak and replacing of service line
- Assisted Sewer Dept. with sewer issue
- Responded to 2nd Ave. to check on stormwater complaint

Sewer Dept.

- 1 service order
- Routine check on generators at WWTP and lift stations
- Pulled pump 1 at Pamir Pl. and cleared clog
- Troubleshoot and fixed problem with alternating relay on pumps at Pamir Pl. lift station
- Addressed 2 customer complaints

- Troubleshoot and fixed backflow flapper at Pamir Pl. lift station

WWTP Employees

- Added 1,200 pounds of hydrated lime to SBR
- Adjusted phase times for SBRs in 3 basin mode for better quality treatment
- Troubleshoot polymer pump; had to install new pump
- Conducted permit required laboratory testing
- Monthly safety checks conducted

Infrastructure Inspections

- 12 developmental inspections
- Reviewed plans for Brighton Industrial and Palmetto Industries and submitted back to Planning and Community Development
- Checked customer complaint of stormwater issue; neighbor blocked up the swale
- Reviewed subdivide plat for 337 Whiskey Rd. and submitted to Planning and Community Development
- Conducted daily infrastructure inspections at:
 - Brighton Woods Xfinity bore
 - 5140 Wrightsboro Rd. Xfinity bore
 - Deer Hollow Section 3A
 - Deer Hollow Section 3B
 - Rivercrest Townhomes
 - Caroleton Townhomes
 - 201 Old Berzelia Rd. Huffman Property

Planning and Community Development

- The City of Grovetown Dept. of Planning and Community Development will hold a public meeting in the Council Chambers at City Hall, 103 Old Wrightsboro Rd., on 2/28 6PM to discuss the City's zoning code revision.
 - A draft copy of the code revision is available online. 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 team welcomed Regina Pyles, Director of Planning with the CSRA Regional Commission, for an update on the City's plans for the year on 1/30
- City Planner Jonathan Bush attended the Georgia Association of Zoning Administrators' (GAZA) Winter Conference in Oconee from 2/1-2/3
- Director Ronnie Kurtz attended Georgia Academy for Economic Development's course "The Essentials" in Washington, GA on 2/1
- Our Director attended the Columbia County Chamber of Commerce's 18th Annual Banquet at the Columbia County Exhibition Center on 2/2
- Our Director virtually attended the Georgia Planning Association's weekly Policy and Advocacy meeting on 2/3
- 18 total building inspections.

Meeting Update

- Planning Commission
 - 2/16 Meeting:

- Request to approve Preliminary Plat for Horizon W Pkwy. (Parcel # 062 3140)
- Request to approve Preliminary Plat for 329 and 337 Whiskey Rd.
- BZA
 - 2/2 Meeting: No Agenda.

Code Enforcement Update

- 8 cases deemed in compliance
- 5 signs removed from public ROW
- Inoperative/Abandoned Vehicles
 - 4 NOVs
- Parking Violations:
 - 2 warnings
- Property Maintenance
 - 1 NOV
 - 6 warnings
- Solid Waste/Trash
 - 1 NOV
 - 1 warning

DEVELOPMENT PROGRESS CHART

February 3, 2023

Sr. No.	PROJECT NAME And Project Details	Building Permits Issued	CO Issued	% of Project Completed	Comments
Commercial					
1	Dunkin' Site (4 Unit Building)	3	1	25%	Tasty Wings & Seafood buildout underway
2	Dollar General (Pepperhill)	1	-	-	Building permit issued.
Residential					
1	Grove Landing, Section 5 (64 Single Family Homes)	64	59	92%	No change
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	91	83%	No change
5	Deer Hollow Section 3A (54 Single Family Homes)	21	1	2%	No change
6	Caroleton Phase 3 (103 townhomes)	42	30	29%	No change
7	Robin Landing Townhomes	47	35	74%	No change

	(47 Townhomes)				
8	Brighton Park Apartments (132 Units in 29 Buildings)	132	132	100%	Project complete.
9	Rivercrest Townhomes (45 Units in 18 Buildings)	-	-	-	Site work in progress.
	Renovation Permits Issued	11			
	New Construction Permits Issued	0			
	Total Permits Issued	11			
	New Business Licenses Issued: 2				
	Renewal Business Licenses Issued: 12				

Public Information Officer

- Shared weather alerts from NWS for inclement weather throughout week via social media
- Updated bulletin board at City Hall
- Edited educational materials for public distribution
- Posted reminder regarding leaf collection to social media
- Updated City website
- Observed Black History Month via social media
- Observed Groundhog Day via social media
- Attended 2/2 virtual meeting for upcoming website redesign
- Attended 2/2 Columbia County Chamber of Commerce Annual Banquet
- Shared alert regarding damaged fence to entrance of Reynolds Pond subdivision via social media
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *City Council Meeting: 2/13/2023 at 6PM in the Council Chambers at City Hall*
- *Planning Commission Meeting: 2/16/2023 at 6PM in the Council Chambers at City Hall*

Closing Comments

During the night our fence at the entrance of Reynolds Pond subdivision was severely damaged. If anyone has any information regarding this incident, please contact our Police Dept. at 706-863-1212. Callers may remain anonymous. Thank you and have a safe weekend.

Gary E. Jones, Mayor

