



**THE CITY OF
GROVETOWN**
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
March 3, 2023

Good afternoon,

A public information meeting for the zoning code revision was held on Tuesday, February 28th. Many thanks to those that attended or watched online. If you would like to submit public comment about the zoning code revision on the record, please message Ronnie Kurtz, Director of Planning and Community Development, via email at rkurtz@cityofgrovetown.com, no later than March 7th. We want your voices heard, so be sure to get involved to help us rise toward our future together!

If you have not yet downloaded our MyGrovetown app, we encourage you to do so. It allows you to reach City departments directly, pay your bills or fines, rent City facilities, and so much more. It can be downloaded from the App Store for Apple devices, and on Google Play for Android.

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.

We have several job openings in the City. For those who may be seeking employment, please visit our website at www.cityofgrovetown.com/jobs.

Human Resources

Personnel Count

- **152** full-time number authorized
- **128** full-time number employed
- 1 part-time (Museum)
- 6 part-time/as needed (Firefighters)
- 1 temp. agency employees in Streets and Sanitation Dept. (used to augment staffing)

Vacancies (24)

- 1 Human Resources Technician
- 1 Road Patrol Officer
- 2 Traffic Officer
- 4 Public Safety Dispatcher
- 1 City Planner
- 1 Utility Services Director
- 1 Sewer Plant Operator Class III License
- 1 Sewer Plant Operator Trainee
- 2 Light Equipment Operator (Water)
- 3 Light Equipment Operator (Streets)
- 1 Heavy Equipment Operator II (Streets)
- 1 Administrative Assistant – Municipal Court
- 1 Meter Maintenance Technician Coordinator
- 4 ***positions to be advertised at a later date***
- 3 part-time Firefighter/EMT

Hiring Actions

- Interviewed 1 internal applicant for Heavy Equipment Operator II – Streets and Sanitation Dept. on 3/2/2023
- 2 conditional job offers for Light Equipment Operator – Streets and Sanitation Dept. on 3/2/2023

Safety/Training/Wellness

- Material Handling: Dollies and Hand Trucks

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
- Updated 3 job descriptions to be presented to City Council for approval

Finance

- Finance Director/Asst. City Administrator Bradley Smith continued working on the budget

Police Department

- Police Dept. arrested 15 subjects during this period:
 - 1 for Obtaining or Attempting to Obtain Dangerous Drugs by Fraud, Forgery, and Concealment
 - 4 for DUI, Failure to Maintain Lane, and Driving with Suspended Registration
 - 2 for Battery (Family Violence x2)
 - 2 for Simple Battery (Family Violence)
 - 1 for Suspended License and Headlight Requirement
 - 1 for Possession of Schedule IV Drugs, Possession of Marijuana, Possession of Drug Related Objects, and Failure to Yield while Turning Left
 - 1 for Possession of Child Pornography (x2)
 - 1 for a Taliaferro County Sheriff's Office Warrant
 - 1 for a Lexington County Sheriff's Office (SC) Warrant
 - 1 for a Columbia County Sheriff's Office Warrant
- CID arrested a male subject on 2 counts of Possession of Child Pornography, conducted a search warrant on his home, and seized over a dozen electronic devices; more charges to come
- Conducted joint operation with Dept. of Community Supervision to conduct 4th amendment search of home on Williams St.; Code Enforcement also assisted and condemned the home
- Congratulations to Officer Harris and K9 Banner for acquiring USPCA Narcotics certification, scoring 186/200; this certification is federally recognized
- K9 unit made 10 traffic stops, issued 8 warnings and 7 citations, made 1 felony arrest (Possession of Clonazepam and Marijuana), and 1 Simple Battery arrest
- Personnel completed online course titled Effective Workplace Communications
- Congratulations to Sgt. Plyler for successfully completing Supervisor Level I course
- Happy birthday to Officer Williams

Fire Rescue

- Fire Dept. responded to 32 calls:
 - 22 medical
 - 10 fire
- Lt. McFatridge attended the EMS Advisory Board meeting on 3/2

- Personnel participated in a demonstration by FARO Software on pre-fire plan drawing software
- Conducted training on various topics
- Old Engine 1 (1943 Ford LaFrance Fire Engine) returned to Fire Station #2 after repairs

General Services

- Leisure and Recreation Shop: Cleaned shop, cut grass, and washed/cleaned vehicles
- Kiddie Park/City Hall/Historical Park/Planning and Community Development: Cut grass
- Grovetown Trails at Euchee Creek: Cut down and removed tree debris along trail
- Liberty Park: Cut grass, dragged baseball fields, and cleaned bathrooms
- Goodale Park: Cut grass and re-mulched playground area

Facility Maintenance

- 10 work orders for this week:
 - 2 at City Hall, 2 at Liberty Park, 1 at Courthouse, 2 at Police Dept., 2 at Goodale Park, and 1 at Kiddie Park

Fleet Maintenance

- **Stormwater/Sewer Dept.**
 - GMC Savana 2500 Cargo Van: Routine maintenance (V230)
 - Hustler Mower: Routine maintenance, replaced blades, anti-scalp wheels (E65)
- **Streets and Sanitation Dept.**
 - John Deere Gator: Routine maintenance (E183)
- **General Services**
 - Chevy Silverado: Routine maintenance (V186)
 - Hawke U-Dump Trailer: Repaired flat tire (E231)
- **Public Safety**
 - Police Ford Explorer: Routine maintenance (V201)
 - Chevy Tahoe: Replaced window regulator, rotated tires, and checked brakes (V110)
- **Planning and Community Development**
 - Ford Ranger: Repaired shifter (V81)
- **Fire Dept.**
 - E-One Fire Rescue Truck: Replaced hose reel switch (Engine #2)

Streets and Sanitation Dept.

- Picked up 18 bags of litter on the main thoroughfare
- Collected total of 20.27 tons of bulk and yard waste
- Filled in potholes on Creekside Dr.
- Cleaned ditches on 4th Ave.
- Utilized Street Sweeper to clean Berzelia Rd., Newmantown Rd., and Whiskey Rd.
- Completed 4 work orders

Rental and Member Updates

- 8 new rental contracts with 6 contracts returned with payment
- Facilities and fields were utilized a total of 89 hours

Upcoming Events/Programs

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

- Spring Fest: 4/1/2023 from 11AM-2PM

Utility Services

Water Dept.

- 50 locates
- 129 service orders
- 8 histories
- 5 repaired water leaks
- Fluoride samples completed
- State report completed
- Changed out 3 old water meters
- Conducted cut-ons and cut-offs for non-payment
- Cut grass at 2 water towers (3rd Ave. and W Robinson Ave.)
- Performed safety meeting

Stormwater Dept.

- Completed clean-up in Ashland Commons retention pond
- Cut grass in 2 retention ponds (Bryan Cove and Liberty Hills)
- Completed 4 fence inspections for retention ponds
- Assisted Water Dept. with water leaks
- Continued picking up trash in retention ponds
- Performed safety meeting

Sewer Dept.

- Conducted daily checks on lift stations
- Installed digital hour display at Pamir Pl. lift station
- Performing beautification at lift stations to include grass cutting, cleaning pumps, and clearing fence lines

WWTP Employees

- Conducted permit required laboratory testing
- Conducted daily checks and operations
- Cleaned disk filters
- Prepared plant records and facilities for EPD inspection next week

Infrastructure Inspections

- Conducted 15 developmental infrastructure inspections
- Addressed 10 water lines that were hit during fiber boring in Summerfield and Reynolds Pond subdivisions
- Resubmitted final plat/as built for 109 Old Thomson Rd. to Planning and Community Development with walkthrough and hydrant info attached
- Addressed AnSCO about damages/complaints in Summerfield subdivision
- Met with resident about damages to irrigation line; damages are in-line with newly installed AT&T boxes and AT&T was contacted about damages
- Conducted daily inspections at:
 - Deer Hollow Sections 3A and 3B
 - Rivercrest Townhomes
 - 201 Old Berzelia Rd.
 - Dollar General – Pepperhill

- Euchee Creek – Comcast fiber bore
- Reynolds Pond – Comcast fiber bore

Information Technology

- Performed another life cycle replacement; this brings total to 21/24
- Completed wiring run for new business class printer at Police Dept.
- Addressed Facebook captions issue
- Successfully livestreamed 2/28 Zoning Code Revision Public Information meeting
- Discovered resolution to ongoing issue where Outlook froze up and user would have to restart
- Call for service volume was high at 24

Planning and Community Development

- Planning and Community Development held a public meeting in the Council Chambers at City Hall on 2/28 at 6PM to discuss the City’s zoning code revision. Video from the event is archived on the City’s Facebook page.
- A public hearing on the topic will occur at the next Planning Commission meeting on **3/16 at 6PM** in the Council Chambers
 - A draft copy of the code revision is now live. Citizens are encouraged to submit comment throughout the process to rkurtz@cityofgrovetown.com. Follow this link for the information page on the City’s website:
 - <http://cityofgrovetown.com/304/Zoning-Code-Revision>
 - Comments must be received by 3/7 to ensure they are addressed prior to the Planning Commission and included in public record
- Administrative Asst. Joanne Murdock received certification as a Permit Technician from the International Code Council (ICC). Congratulations, Joanne!
- Director Ronnie Kurtz welcomed Bennish Brown, President of the Augusta Convention and Visitors Bureau, to our offices to discuss opportunities to coordinate on economic development initiatives with the greater Augusta area on 3/1.
- Our Director virtually attended the Georgia Planning Association’s weekly Policy and Advocacy meeting on 3/3.
- 30 total building inspections

Meeting Update

- Planning Commission
 - 3/16 Meeting:
 - Request to approve Final Plat for 610 Katherine St.
 - Request to approve Final Plat for 401 E Robinson Ave.
 - Request to approve Final Plat for 109 Old Thompson Rd.
 - Consideration of text amendments to “Appendix A – Comprehensive Zoning Ordinance” of the City of Grovetown Code of Ordinances and repeal of the City of Grovetown Form Based Code (City Center Districts).
- BZA
 - 4.6 Meeting: No Agenda

Code Enforcement Update

- 19 cases deemed in compliance
- 9 signs removed from public ROW
- Parking Violations
 - 6 warnings
- Trash Containers
 - 1 NOV
- Property Maintenance
 - 3 NOVs
- Solid Waste/Trash
 - 2 warnings
- Obstruction of ROW
 - 4 warnings

DEVELOPMENT PROGRESS CHART

March 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	2	50%	No change
2	Dollar General (Pepperhill)	1	-	-	Site work in progress
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	92	84%	No change
5	Deer Hollow Section 3A (54 Single Family Homes)	22	4	7%	3 C/Os
6	Caroleton Phase 3 (103 townhomes)	42	30	29%	No change
7	Robin Landing Townhomes (47 Townhomes)	47	35	74%	No change
8	Rivercrest Townhomes (45 Units in 18 Buildings)	-	-	-	Site work in progress
	Renovation Permits Issued	9			
	New Construction Permits Issued	0			
	Total Permits Issued	9			

New Business Licenses Issued: 5			
Renewal Business Licenses Issued: 6			

Public Information Officer

- Highlighted City employees via social media
- Updated City website
- Updated bulletin board at City Hall
- Resolved closed captioning issue with Facebook livestreams
- Edited educational materials for public distribution
- Attended 3/2 virtual meeting for upcoming website redesign
- Submitted Design Configuration Approval form to website provider for upcoming redesign
- Issued weather alerts from NWS for 3/3 inclement weather
- Created marketing materials for MyGrovetown App
- Promoted events in/around Grovetown

Upcoming Events/Programs/Meetings

- *Council Meeting: 3/13/2023 at 6PM in the Council Chambers at City Hall*
- *Planning Commission Meeting: 3/16/2023 at 6PM in the Council Chambers at City Hall*
- *Spring Fest: 4/1/2023 from 11AM-2PM at Liberty Park*

Closing Comments

Many thanks to our men and women in law enforcement and fire rescue for keeping our City safe for all. If you see one of our officers or firemen out and about, please thank them for their service. Have a wonderful weekend.

Gary E. Jones, Mayor

