



THE CITY OF
GROVETOWN
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
July 28, 2023

Good afternoon,

Public hearings were held on Wednesday, July 26th, in the Council Chambers at City Hall. They were held to provide information to the public regarding the millage rate for the City of Grovetown. Immediately following the 6PM hearing, a special called meeting was held to approve keeping the millage rate at 7.62 mils.

On Thursday, the City sponsored a biometric health screening clinic for staff. Approximately 90 employees participated. Carol Wolfe coordinated this annual event, and we appreciate her hard work in getting it set up.

City Historian Charles Lord has been away from the Museum in recent weeks due to illness. We all would like to wish him a speedy recovery!

We are having issues with illegal dumping in our City and our Streets and Sanitation Dept. has been busy putting up “No Dumping” signs. They have issued over 85 warnings regarding rough trash violations, and they are happy to report that they have not had any repeat offenders. Asst. Supervisor Quantice Samuels is heading up this effort and we thank him for his hard work.

Employees are still on the lookout for trash being brought into the City and dumped on the sides of City streets. If you notice anyone dumping, please notify the General Services Dept. at 706-863-4576, ext. 319.

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.

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 not emptied 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

- 155 full-time number authorized
- 131 full-time number employed
- 1 part-time (Museum)
- 12 part-time/as needed (Firefighters)
- 1 part-time, temporary (Planning and Community Development)

Vacancies (24)

- 1 Human Resources Technician
- 3 Police Officer – Road Patrol
- 2 Public Safety Dispatcher
- 2 Firefighter/EMT
- 1 City Planner
- 1 Wastewater Lab Analyst
- 2 Sewer Plant Operator Trainee
- 3 Light Equipment Operator (Water Dept.)
- 2 Light Equipment Operator (Streets and Sanitation Dept.)
- 1 Administrative Assistant – Administration
- 6 ***positions to be advertised at a later date***
- 3 Part-Time Firefighter/EMT

Hiring Actions

- 1 Light Equipment Operator – Leisure and Recreation – General Services Dept. started on 7/24/2023
- 1 Communications Officer – Police Dept. started on 7/24/2023

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
- Input COLA into payroll system
- Attended 2 millage rate hearings
- Conducted biometric screening for employees

Police Department

- Police Dept. arrested 8 subjects during this period:
 - 3 for Driving with Suspended License
 - 1 for Forgery in the 2nd Degree and Theft by Deception
 - 1 for Criminal Trespass
 - 1 for Possession of Methamphetamine and Possession of Drug Related Items
 - 1 for Mandatory 10-Day Sentence from Municipal Court
 - 1 for Grovetown Police Dept. Warrant (Possession of Marijuana and Driving with Suspended License)
- Criminal Investigation Division had 4 cases assigned and closed 2 cases
- CID obtained 6 arrest warrants and executed 2
- Sgt. Loomer filmed a local living segment for Safe Homes of Augusta and Grovetown Police Dept. about digital abuse
- K9 unit initiated 13 traffic stops, issued 10 citations, 10 warnings, and made 1 arrest
- Chief Kitchens attended the Association of Chiefs of Police Conference
- Grovetown Police Dept. and Leisure and Recreation will be hosting the National Night Out Back-to-School Bash on 7/28 at Liberty Park
- Welcome Dispatcher Rijunite McElheney to the City of Grovetown! She comes to us from Augusta University
- Congratulations to Officer Savannah Behrns for successfully completing the Police Academy on 7/27

Fire Rescue

- Fire Dept. responded to 24 calls:
 - 13 medical
 - 11 fire
- Shift 3 continued to implement new asset tracking system
- Performed weekly station maintenance duties
- Fire Dept. will be on-hand at the National Night Out Back-to-School Bash on 7/28 with equipment demonstrations, blood pressure checks, and free smoke alarms
- Conducted hydrant testing 7/24-7/27

General Services

Leisure and Recreation

- General Services: Cut grass, cleaned and organized shop and offices, and cleaned City vehicles
- Made weekly park rounds and watered flowers throughout City
- Liberty Park: Cut grass, cleaned and organized all storage areas, dragged and chalked baseball fields, and cleaned and sanitized bathroom and concession area
- Kiddie Park, City Hall, Planning and Community Development, General Services, Fire Station, Courthouse, Goodale Park, Grovetown Trails at Euchee Creek, Veterans Park, and Historical Park: Cut grass, ate weeds, and blew off surfaces
- Cleaned storm debris throughout City and assisted Streets and Sanitation Dept. with cutting Harlem-Grovetown Rd.

Fleet Maintenance

- **General Services**
 - John Deer Mower: Diagnose electrical starter issue (E252)
 - Ford F-750 Dump Truck: Serviced DEF system (V124)
 - John Deere Alamo Arm Mower: Replaced hydraulic hoses (E253)
 - Hustler Mower: Repaired flat tire (E155)
 - John Deere Mower 60": Routine maintenance, replaced blades (E215)
- **Fire Dept.**
 - E-One Fire Rescue: Routine maintenance (ENG#2)
- **Police Dept.**
 - Chevy Tahoe: Repaired front left fender (V135)

Facility Maintenance

- Completed 28 work orders:
 - 1 for Utility Services, 1 for Dept., 2 for Planning and Community Development, 2 for Streets and Sanitation Dept., 3 for Public Safety, 9 for Leisure and Recreation, and 10 for City Hall

Streets and Sanitation Dept.

- Picked up 21 bags of litter on main thoroughfare
- Collected total of 31.41 tons of bulk and yard waste
- Completed 10 work orders
- Distributed 5 bulk and yard waste violation tags
- Utilized Street Sweeper on Hardy Dr., Ford Ave., VFW Rd., and Railroad Ave. and collected 2.5 tons of waste
- Performed weekly easement and right-of-way grass cutting throughout City streets

Leisure and Recreation Rental and Member Updates

- 10 new rental contracts and 7 returned with payment
- Facilities and fields were utilized a total of 63 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
- National Night Out Back-to-School Bash: 7/28 from 6PM-9PM

Utility Services

Water Dept.

- Ran daily water route
- 92 locates
- 68 service orders
- 2 leaks repaired (Corners Way, and Old Berzelia Rd.)
- 5 histories
- 5-TCB samples completed
- Performed cut offs/cut ons per City Hall
- Completed new sewer tap on VFW Rd.
- Changed out 1 meter in Deer Hollow subdivision
- Loaded and unloaded topsoil to stockpile

- Uncovered buried manhole on VFW Rd.
- Prepared area for fire hydrant replacement on Ford Ave.
- All trucks cleaned and organized

Stormwater Department

- Assisted with cut offs/cut ons per City Hall
- Cut grass around storm drain box in Ashland Commons subdivision
- Assisted with new sewer tap on VFW Rd.
- Cut grass around WWTP
- All trucks cleaned and organized

Sewer Department/WWTP Employees

- All trucks cleaned and organized
- Conducted daily labs and operations
- Influent sample hoses replaced
- Ran additional labs
- Unclogged lime build-up in injector quill
- 2 dumpsters filled and sent off
- Replaced effluent sample hose
- Sent monthly samples to CSRA lab
- 6.94 million gallons of treated wastewater discharged to Butler Creek
- Greased belt press

Infrastructure Inspections

- Addressed 12 residential issues
- Began work on Old Berzelia Rd.

Information Technology

- Focused on receiving and closing out all requested quotes
 - 2023 computer lifecycle is just beginning and server replacement is closed
 - Next week we will create presentation for approval
- Conducted 2 successful livestreams this week for millage rate hearings
- Calls for service were moderate at 18
 - Email and ERP Pro 10 issues led the way for ticketed action items

Planning and Community Development

- City Council voted to adopt a new zoning code and map on **5/8** at 6PM in the Council Chambers. Video from the event is archived on the City's Facebook page. Follow this link to access the new documents on the City's website:
 - <https://cityofgrovetown.com/159/Zoning>
 - Citizens are encouraged to reach out with any questions to rkurtz@cityofgrovetown.com.
- Members of our Board of Zoning Appeals and Planning Commission attended the Zoning 201: Residential Development class provided by Columbia County at their government complex on 7/25.

- Members of our Board of Zoning Appeals and Planning Commission attended Georgia Dept. of Community Affairs’ Community Planning Institute Conference in Atlanta, GA 7/27-7/28.
- Our Director attended the Rotary Club of Columbia County West’s weekly luncheon on 7/25.
- 38 total building inspections

Meeting Update

- Planning Commission
 - 8/17 Meeting:
 - Consider the Preliminary plat for Hidden Crossing I (206 and 208 Hardy Dr.—Parcel #s G11 014D and G11 014C).
 - Consider text amendments to Appendix A—Comprehensive Zoning Ordinance of the City of Grovetown code of ordinances.
- BZA
 - 8/3 Meeting: No Agenda

Code Enforcement Update

- 4 cases deemed in compliance
- Overgrown Vegetation
 - 5 NOVs
 - 3 warnings

DEVELOPMENT PROGRESS CHART

July 28, 2023

<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>
<u>Commercial</u>					
<u>1</u>	<u>Dunkin’ Site (4 Unit Building)</u>	<u>3</u>	<u>2</u>	<u>50%</u>	<u>No change</u>
<u>2</u>	<u>Palmetto Industries (Brighton)</u>	<u>1</u>	<u>=</u>	<u>=</u>	<u>Building permit issued</u>
<u>Residential</u>					
<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>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>106</u>	<u>102</u>	<u>93%</u>	<u>No change</u>
<u>4</u>	<u>Deer Hollow Section 3 (122 Single Family Homes)</u>	<u>75</u>	<u>29</u>	<u>24%</u>	<u>7 permits 5 C/Os</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>46</u>	<u>33</u>	<u>32%</u>	<u>No change</u>
<u>6</u>	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	<u>10</u>	<u>=</u>	<u>=</u>	<u>No change</u>

	<u>Renovation Permits Issued</u>	<u>13</u>			
	<u>New Construction Permits Issued</u>	<u>8</u>			
	<u>Total Permits Issued</u>	<u>21</u>			
	<u>New Business Licenses Issued: 1</u>				
	<u>Renewal Business Licenses Issued: 1</u>				

Public Information Officer

- Alerted public to hydrant testing via social media
- Alerted public to Grovetown Trails at Euchee Creek bathroom reopening via social media
- Alerted public to water shutoff/restoration on Ford Ave. via social media
- Alerted public to 7/25 VFW Rd. closure/reopening via social media
- Updated bulletin board at City Hall
- Updated City website
- Attended and photographed 7/26 millage rate hearings and Special Called meeting
- Attended and photographed biometric health screening event
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *National Night Out Back-to-School Bash: 7/28 from 6PM-9PM at Liberty Park*
- *City Council Meeting: 8/14 at 6PM in the Council Chambers at City Hall*
- *Planning Commission Meeting: 8/17 at 6PM in the Council Chambers at City Hall*

Closing Comments

Please pay close attention to weather alerts about high temperatures in our area. Take precautions as needed to prevent heat stroke and heat exhaustion. Be safe and have a great weekend!

Gary E. Jones, Mayor

