



**THE CITY OF  
GROVETOWN**  
**RISING TOWARD ITS FUTURE**  
**WEEKLY ACTIVITIES REPORT**  
*August 4, 2023*

*Good afternoon,*

*The Back-to-School Bash was a great success, as always. Thanks to all who provided supplies for the upcoming school year. Also, thanks to Police, Fire, and Leisure and Recreation employees who always do a fantastic job preparing for this event. The hamburgers and hot dogs were a nice treat! Great teamwork from all involved.*

*School is back in session and traffic is much heavier, so please be mindful of school crossings and bus stops. Help us keep our children safe!*

*This week we met with architects handling the Municipal Court parking lot project. You may notice that work has begun and that the project is taking shape. Please exercise caution when traveling in that area.*

*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 95 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](http://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**

- Scheduling interviews

### **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
- Attended National Night Out Back-to-School Bash at Liberty Park
- Conducted CDL training for Utility Services employees

## **Police Department**

- Police Dept. arrested 12 subjects during this period:
  - 4 for DUI (DUI Child Endangerment, Too Fast for Condition, Possession of a Firearm During the Commission of a Crime, Window Tint Violation, Possession

of Marijuana, Fleeing and Attempting to Elude, Reckless Driving, and Theft by Shoplifting)

- 2 for Driving Without a Valid License (Open Container, Failure to Yield for an Emergency Vehicle, and Unlawful Use of Wireless Device)
- 1 for Theft by Taking
- 1 for Battery (Family Violence) and False Imprisonment
- 1 for a Grovetown Probation Warrant (Suspended License and Driving with Suspended License)
- 1 for Driving with Suspended License and Taillight Requirement
- 1 for Taliaferro County Sheriff's Office Warrant
- 1 for Possession of Marijuana and Permitting an Unlicensed Person to Drive
- Criminal Investigation Division had 3 cases assigned and closed 4 cases
- CID hosted a High Visibility Proactive Night on 8/2
  - Initiated 34 traffic stops, seized 8 grams of marijuana and 1 gram of THC oil, issued 9 citations, made 1 arrest for shoplifting, felony fleeing, etc., and issued multiple warnings.
- K9 Unit initiated 19 traffic stops, issued 8 citations, arrested 2 for DUI, and seized 12.5 grams of marijuana and 1 firearm (pistol)
- 1 search warrant was obtained and executed 2 arrest warrants were obtained

### **Fire Rescue**

- Fire Dept. responded to 34 calls:
  - 19 medical
  - 15 fire
- Conducted meeting on 8/4 with ESO Software on continued implementation of new Fire Dept. software
- Performed weekly station maintenance duties.
- Conducted hydrant testing 7/31-8/3

### **General Services**

#### **Leisure and Recreation**

- General Services: Cut grass, cleaned and organized shop and offices, and cleaned City vehicles
- 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, Planning and Community Development, General Services, Fire Station, Courthouse, Goodale Park, Grovetown Trails at Euchee Creek, Veterans Park, and Historical Park: Cut grass
- Made weekly park rounds and watered flowers throughout City
- City Hall: Cut grass and added mulch

#### **Fleet Maintenance**

- **General Services**
  - Ford F-750 Dump Truck: DEF system maintenance (V124)

- Chevy Silverado Pick-Up: Routine maintenance (V158)
- GMC Sierra 2500 Cre Cab: Repaired flat tire (V262)
- **Public Safety**
  - Ford Police Interceptor SUV: Routine maintenance (V199)
  - Ford Police Interceptor Sedan: Installed tag reader kill switch and replaced seatbelt latch (V126)
  - Chevy Tahoe: Replaced coolant reservoir tank (V137)
  - Ford Police Interceptor SUV: Replaced tire (V199)
- **Fire Dept.**
  - International 4900 Fire Truck: Repaired AC system and air horn solenoid (ENG#3)
- **Utility Services**
  - Gravely Zero Turn Mower: Repaired seat frame (E224)

### **Facility Maintenance**

- Completed 31 work orders:
  - 7 at City Hall, 7 at Grovetown Trails at Euchee Creek, 6 at Fleet Maintenance, 3 at Streets and Sanitation, 2 at Utility Services, 1 at Fire Dept., 1 at Facility Maintenance, 1 at Courthouse, 1 at Police Dept., 1 at Planning and Community Development, and 1 at Leisure and Recreation

### **Streets Department**

- Picked up 26 bags of litter on main thoroughfare
- Collected total of 45.09 tons of bulk and yard waste
- Completed 7 work orders
- Distributed 11 bulk yard waste violations
- Utilized Street Sweeper on Whiskey Rd., Wrightsboro Rd., Ford Ave., and John St.
- Cut grass on easements and rights-of-way grass throughout City
- Cut low hanging limbs and cleaned debris on Woodworth Dr. and Hayne Dr.

### **Leisure and Recreation Rental and Member Updates**

- 3 new rental contracts and 1 contract returned with payment
- Facilities and fields were utilized a total of 60 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
- Trunk or Treat: 10/27 from 6PM-9PM

## **Utility Services**

### **Water Dept.**

- Ran daily water route
- 75 locates
- 193 service orders
- 4 leaks repaired (VFW Rd., Hardy Dr., Wadsworth Ct., and Charlotte Ave.)
- 7 histories
- 5-TCB samples completed.
- 5-TTHM samples completed

- Fluoride samples completed
- State report was completed
- Level 1 Assessment report submitted to EPD
- Water main extension and taps completed on Dorn St.
- Prepared area for 2 new sewer taps Dorn St.
- Installed new fire hydrant on Ford Ave.
- Conducted safety meeting for employees
- Cleaned and organized all trucks

#### **Stormwater Dept.**

- Assisted with new water/sewer tap on Dorn St.
- Assisted Water Dept. with 4 leaks
- Installed new storm drainpipe on Dorn St.
- Conducted safety meeting for employees
- Cleaned and organized all trucks

#### **Sewer Department/WWTP Employees**

- Conducted daily labs and operations
- Changed polymer suction tube
- 2 dumpsters filled and sent off
- Filled and stored all test results for July
- Cut grass around WWTP
- Unclogged lime system
- 7.13 million gallons of treated wastewater discharged to Butler Creek.
- Cleaned and organized all trucks

#### **Infrastructure Inspections**

- Completed walkthrough inspection of Caroleton Townhomes
- 3 permit applications submitted and under review for approval

### **Information Technology**

- Accomplished monthly user/employee scrubs
  - This includes Office365, ERP Pro 10, and Verizon
- Initiated focus on ticket creation to begin Request for Service
  - Ticket creation as the first step in issue resolution allows for evaluation and metrics
- Finished presentation for new server quotes for a purchase decision
- Sent requests for quotes for computer life cycle replacements
- Calls for service high at 28
  - Printer and ERP Pro 10 password changes

## **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](mailto:rkurtz@cityofgrovetown.com).
- Director Ronnie Kurtz met with Augusta Economic Development Authority President Cal Wary on 7/31 to discuss development trends in the area and opportunities for collaboration.
- Our Director attended the Association of the U.S. Army (AUSA) Greater Augusta-Ft. Gordon Chapter's monthly executive meeting on 8/1.
- Our Director attended the meeting of the GA State House Study Committee on Certificate of Need Modernization at Augusta University on 8/1.
- Our Director attended the Rotary Club of Columbia County West's weekly luncheon on 8/1.
- Building Inspector Horace Kitchens conducted an infrastructure warranty inspection at Caroleton Townhomes on 8/1.
- Our Director and Building Inspector conducted a preconstruction meeting for Ferguson Farms on 8/2.
- 25 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
  - 9/7 Meeting: No Agenda

### **Code Enforcement Update**

- 17 cases deemed in compliance
- 1 response to civil concern
- 5 signs removed from public ROW
- Overgrown Vegetation
  - 1 NOV
  - 18 warnings
- Property Maintenance
  - 1 NOV

## DEVELOPMENT PROGRESS CHART

August 4, 2023

Sr. No.	PROJECT NAME And Project Details	Building Permits Issued	CO Issued	% of Project Completed	Comments
<b>Commercial</b>					
1	Dunkin' Site (4 Unit Building)	3	2	50%	No change
2	Palmetto Industries (Brighton)	1	-	-	Building permit issued
<b>Residential</b>					
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	Deer Hollow Section 2 (110 Single Family Homes)	106	102	93%	No change
4	Deer Hollow Section 3 (122 Single Family Homes)	77	30	25%	2 permits 1 C/O
5	Caroleton Phase 3 (103 townhomes)	46	33	32%	No change
6	Rivercrest Townhomes (45 Units in 18 Buildings)	10	-	-	No change
7	Ferguson Farms (100 Units)	-	-	-	LDP issued; site work to begin soon
	<b>Renovation Permits Issued</b>	<b>8</b>			
	<b>New Construction Permits Issued</b>	<b>3</b>			
	<b>Total Permits Issued</b>	<b>10</b>			
	<b>New Business Licenses Issued: 1</b>				
	<b>Renewal Business Licenses Issued: 3</b>				

### Public Information Officer

- Alerted public to 7/27 and 7/28 water main breaks via social media
- Alerted public to 7/28 Katherine St. road closure
- Alerted public to boardwalk closure/reopening at Grovetown Trails via social media
- Updated City website
- Updated bulletin board at City Hall
- Alerted public to hydrant testing via social media
- Gathered administrative input on potential marketing materials
- Edited educational materials for public distribution
- Attended 8/3 online meeting for potential new software

- Attended 8/4 online meeting regarding City's implementation of Tyler Technologies software
- Promoted events in/around Grovetown via social media

### **Upcoming Events/Programs/Meetings**

- *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*
- *Trunk or Treat: 10/27 at Liberty Park from 6PM-9PM*

### **Closing Comments**

*The Wildflower Garden has been challenging to maintain as of late, so I have asked our General Services Dept. to make some improvements there. We are striving to keep our City clean and beautiful! Have a safe weekend.*

*Gary E. Jones, Mayor*

