



**THE CITY OF
GROVETOWN**
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
August 25, 2023

Good afternoon,

This week, qualifying for public offices began in the City of Grovetown. Three residents have qualified for the Mayor's seat and three residents have qualified for Council seats.

Progress is being made on the Municipal Court Parking Lot at the corner of Robinson Ave. and Katherine St. across from the Courthouse.

High temperatures prevailed most of the week yet again, and we are constantly monitoring the heat index in order to keep our employees safe.

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 110 warnings regarding rough trash violations and are still reporting 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
- 129 full-time number employed
- 1 part-time (Museum)
- 12 part-time/as needed (Firefighters)

Vacancies (26)

- 1 Human Resources Technician
- 1 Police Sergeant-Road Patrol
- 3 Police Officer – Road Patrol
- 2 Public Safety Dispatcher
- 2 Firefighter/EMT
- 1 City Planner
- 1 Wastewater Lab Analyst
- 2 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Sewer Dept.)
- 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 internal transfer to Light Equipment Operator – Sewer Dept. on 8/19/2023
- 1 conditional job offer extended to 1 applicant for Light Equipment Operator – Water Dept. on 8/22/2023
- 1 conditional job offer extended to 1 applicant for Light Equipment Operator – Streets and Sanitation Dept. on 8/24/2023

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

Police Department

- Police Dept. arrested 9 subjects during this period:
 - 2 for Driving While Unlicensed (Altered License Plate and No Headlight)
 - 1 for Contributing to the Delinquency of a Minor

- 1 for Expired Registration, Unlawful Use of a Wireless Device, and Hold for Jenkins County Sheriff's Office
- 2 for Obstruction of a Law Enforcement Officer
- 1 for Headlight Requirement and No Insurance
- 1 for Criminal Trespass, False Name, and False Report of a Fire
- 1 for Simple Battery, Terroristic Threats, Possession of a Firearm During the Commission of a Crime, Possession with Intent to Distribute Schedule IV Drugs, and Trafficking Fentanyl
- Criminal Investigation Division had 4 cases assigned and closed 10 cases:
 - CID obtained and executed 4 arrest warrants and seized 1 motor vehicle
 - CID obtained and executed 2 search warrants
- K9 Unit initiated 40 traffic stops:
 - Issued 18 citations, 37 warnings, made 1 arrest, and confiscated 92 fentanyl pills and 2 firearms
- Happy birthday to Sgt. William Loomer
- Grovetown selected as #3 in the 2023 Top 10 Safest Cities in Georgia with the Best Quality of Life (Moving Waldo)

Fire Rescue

- Fire Rescue responded to 20 calls:
 - 13 medical
 - 7 fire
- Conducted weekly duties around stations
- Continued to conduct fire hydrant testing
- Received new Turnout Gear Dryer to allow firefighters to dry gear that has been washed quickly to be placed back in service, reducing exposure to carcinogens that firefighters are exposed to during firefighting operations
- Chief Kent completed the Life Safety Code class at the Georgia Fire Academy

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
- City Hall, Planning and Community Development, Courthouse, Kiddie Park, Historical Park, and Goodale Park: Cut grass
- Grovetown Trails at Euchee Creek: Cut low hanging limbs throughout trails, cut grass, and blew off trails
- Added mulch to bed areas of City Hall

Fleet Maintenance

- **General Services**
 - Hustler Mower 60": Replaced control stabilizers (E156)
 - John Deere Gator: Repaired flat tire (E183)

- John Deere Mower 60": Replaced blades (E251)
- John Deere Mower 72": Replaced ignition switch (E110)
- **Public Safety**
 - Ford Police Interceptor Sedan: Routine maintenance (V125)
 - GMC Sierra 2500 Pickup: Routine maintenance (V198)
- **Utility Services**
 - Ford F-250 Pickup 4x4: Repaired flat tire (V188)
 - Ford F-150 Pickup: Repaired flat tire (V122)
 - Chevy Silverado Pickup 4x4: Replaced 4 tires, performed alignment, replaced throttle body/actuator assembly (V128)

Facility Maintenance

- Completed 20 work orders:
 - 7 for Leisure and Recreation, 2 for Streets and Sanitation Dept., 2 for Fleet Maintenance, 2 for Police Dept., 3 for City Hall, 1 for the Fire Dept., 1 for Facility Maintenance, 1 for Utility Services, and 1 for General Services

Streets and Sanitation Dept.

- Picked up 25 bags of litter on main thoroughfare
- Collected total of 32.95 tons of bulk and yard waste
- Completed 5 work orders
- Distributed 7 bulk and yard waste violation tags
- Utilized Street Sweeper on Old Wrightsboro Rd., Hayne Dr., and Ford Ave., collecting 4.15 tons of waste
- Performed weekly easement and right-of-way grass cutting throughout City streets
- Fixed potholes on Railroad Ave., Lottie Ln., and Harlem Grovetown Rd.

Leisure and Recreation Rental and Member Updates

- 13 new rental contracts and 11 returned with payment
- Facilities and fields were utilized a total of 59 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
- 98 locates
- 71 service orders
- 5 leaks repaired
 - James St., Ashland Commons, Jackson St., and Sycamore Place (x2)
- 6 histories
- 5-TCB samples completed
- Installed 3 new meters in Deer Hollow's new phase
- Passed out 60 high usage door hangers
- Dressed up all road cut areas and added crush and run
- Cut grass around 2 water tanks at Robinson Ave. and 3rd Ave.

- Cleaned and organized all trucks

Stormwater Dept.

- Assisted Water Dept. with 5 water leaks
- Repaired 5 sink holes
 - Brandimere, Townhomes (x2), Durban Dr., VFW Rd.
- Cut grass at Lottie Ln./Parham Rd. well lot
- Cut grass at 2 retention ponds
 - Pamir Pl. and started cutting in Brighton Landing
- Cleaned all trucks

Sewer Dept./WWTP Employees

- Completed all daily checks, labs, and operations
- Completed permit required laboratory testing
- Filled 4 dumpsters and sent to Waste Management
- Cut grass around WWTP and lift stations
- Discharged 7.578 million gallons of treated wastewater to Butler Creek

Infrastructure Inspections

- Addressed 7 residential issues

Information Technology

- New City Hall server purchase decision was made with a delivery lead time of about 2 weeks
- Discussed implementation of ACFR with Tyler Technologies for Finance Dept. to implement single sign-on with multifactor authentication (MFA)
- Continued parsing through 2023 computer life cycle quotes
- Calls for service volume was low at 12

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.
- Director Ronnie Kurtz attended the Association of the U.S. Army (AUSA) Greater Augusta-Ft. Gordon Chapter's monthly Breakfast and Briefing on 8/22. The speakers were Cpt. Joel Yates, Navy Intelligence Operations Center Commander, and Col. Matt Norton, Air Force Intel, Surveillance, and Recon Wing Commander. They spoke on how their branches of the military integrate with the operations at Ft. Gordon.
- 64 total building inspections

Meeting Update:

- Planning Commission
 - 9/21 Meeting: No Agenda
- BZA
 - 9/7 Meeting: No Agenda

Code Enforcement Update:

- 22 cases deemed in compliance
- 13 signs removed from ROW
- 6 responses to civil concerns
- Overgrown Vegetation
 - 16 warnings
- Parking Violations
 - 2 warnings
- Property Maintenance
 - 1 NOV
 - 5 warnings
- Solid Waste/Trash
 - 1 NOV
 - 5 warnings

DEVELOPMENT PROGRESS CHART

August 25, 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	Palmetto Industries (Brighton)	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	Deer Hollow Section 2 (110 Single Family Homes)	106	102	93%	No change
4	Deer Hollow Section 3 (122 Single Family Homes)	87	40	33%	3 C/Os
5	Caroleton Phase 3 (103 townhomes)	46	37	36%	No change
6	Rivercrest Townhomes (45 Townhomes)	22	-	-	12 permits
7	Ferguson Farms (100 Single Family Homes)	-	-	-	LDP issued; site work to begin soon
	Renovation Permits Issued	6			
	New Construction Permits Issued	12			
	Total Permits Issued	18			

New Business Licenses Issued: 0					
Renewal Business Licenses Issued: 2					

Public Information Officer

- Updated City website
- Alerted public to hydrant testing via social media
- Scheduled and attended 8/24 virtual meeting with Columbia County Chamber of Commerce
- Created August Mayor’s Corner newsletter and sent for distribution
- Approved ad for publication in McDuffie Progress
- Attended 8/23 virtual meeting with CivicPlus
- Shared traffic alerts from Columbia County via social media
- Shared voter information from Columbia County Board of Elections via social media
- Provided edits for upcoming Columbia County Chamber of Commerce video
- Ensured renewal of website domain
- Updated City bulletin board
- Posted public notice regarding 8/24 City Council Work Session cancellation via City website
- Highlighted local citizens via social media
- Shared qualified candidates list for upcoming municipal election via City website and social media
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *City Council Meeting: 9/11 at 6PM in the Council Chambers at City Hall*
- *Trunk or Treat: 10/27 at Liberty Park from 6PM-9PM*

Closing Comments

Thanks to our Police and Fire Departments for their continued efforts to keep our City safe.

Gary E. Jones, Mayor

