



THE CITY OF
GROVETOWN
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
October 20, 2023

Good afternoon,

Our annual Trunk or Treat event will be held on October 27th, from 6PM-9PM, at Liberty Park. Traffic information is posted on our Facebook.

Changing of the name of Fort Gordon will also take place on October 27th. We truly appreciate our military neighbors and wish them well in this endeavor.

If you are a veteran and would like your name placed on the Veterans Wall, please bring a copy of your DD214, and provide a current address and phone number to Grovetown City Hall during business hours, 9AM-5PM, Monday-Friday.

Thanks to all employees for their hard work in keeping our city safe and clean.

*Our Streets and Sanitation Department and Code Enforcement have issued **over 200** notices for rough trash violations. Please do not place your waste in the street. Bulk and yard waste pickup from the City occurs every other week in your area. If you do not have a bulk and yard waste pickup schedule, please contact Utility Billing at 706-863-4576, ext. 450, and you will be advised on how to receive one. Do not place rough trash out for pickup if it is not your scheduled week. The City will not pick up excessive piles of trash (see guidelines on your bulk and yard waste schedule). Trash must be placed at your address. Do not haul trash across town to dump it on someone else's property. Please help us keep our City clean. 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 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.

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
- 128 full-time number employed
- 1 part-time (Museum)
- 12 part-time/as needed (Firefighters)

Vacancies (27)

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

Hiring Actions

- 1 Light Equipment Operator – Leisure and Recreation Dept. – General Services started on 10/16/2023
- Interviewed 1 applicant for Light Equipment Operator – Streets and Sanitation Dept. – General Services on 10/18/2023
- Interviewed 1 applicant for Light Equipment Operator – Leisure and Recreation Dept. – General Services on 10/18/2023

Worker's Comp Claims

- 1 minor arm injury

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 7 subjects during this period:
 - 1 for Shoplifting
 - 1 for Possession of Marijuana with Intent to Distribute
 - 1 for DUI Refusal, Headlight Requirement, and Failure to Maintain Lane
 - 1 for Battery (Family Violence)
 - 1 for Disorderly Conduct
 - 1 for Improper Left Turn, and Driving While Unlicensed

- 1 for Stalking (Family Violence)
- Criminal Investigation Division had 5 cases assigned and closed 4 cases
- K9 Unit:
 - Initiated 11 traffic stops and issued 3 citations and 10 warnings
- K9 Officer Jenkins and K9 Banner conducted a free air sniff on a vehicle which led to 1 arrest for Possession of 1 Pound of Marijuana with Intent to Distribute, and confiscated 1 vehicle and \$979
- K9 Officer Jenkins attended K9 recertification training with the Richmond County Sheriff's Office
- Conducted firearms training on 10/16 and 10/18 in preparation for the SWAT level 1 course
 - Chief Kitchens led the way with a perfect 300 score

Fire Rescue

- Fire Rescue responded to 10 calls:
 - 6 medical
 - 4 fire
- Painting at Station #2 was completed this week
- All shifts completed weekly duties around both fire stations
- All crew members conducted company training among their shifts
- Chief Kent and Firefighter Donohue attended an ESO Reporting Systems conference in Raleigh, NC
- Shift 1 completed a fire safety demonstration on 10/16 for all kindergarteners at Cedar Ridge Elementary, and a fire safety demonstration on 10/19 for all 2nd graders at Cedar Ridge Elementary

General Services

Leisure and Recreation

- General Services: Cut grass, cleaned all shops and offices, and cleaned City vehicles
- Liberty Park: Cut grass, cleaned and organized all storage areas, dragged and chalked baseball fields, cleaned and sanitized bathroom and concession area, and maintained multipurpose fields as we prepare for Trunk or Treat
- Goodale Park, Welcome Signs, Courthouse, Grovetown Trails at Euchee Creek, Planning and Community Development, and City Hall: Cut grass
- Made weekly park rounds and watered flowers throughout City

Fleet Maintenance

- **General Services**
 - Hustler Mower 60": Replaced front tweels and anti-scalping wheels (E156)
 - Chevy Express 2500 Van: Routine maintenance, replaced 4 tires, and performed alignment (V152)
 - John Deere Gator: Routine maintenance (E264)
 - John Deere Gator: Routine maintenance (E183)
- **Public Safety**
 - Chevy Tahoe: Routine maintenance and repaired warning lights (V109)

- Ford Police Interceptor SUV: Routine maintenance, replaced 4 tires, replaced front drivers side kick panel (V159)
- Ford Police Interceptor SUV: Routine maintenance and replaced 4 tires (V200)
- **Utility Services**
 - Chevy Silverado 1500: Replaced driver's side strobe warning light (V173)
- **Fire Dept.**
 - Polaris Rescue ATV: Routine maintenance (E227)

Facility Maintenance

- Completed 25 work orders:
 - 10 at Liberty Park, 4 at Fleet Maintenance, 4 at Police Dept., 2 at Streets and Sanitation, 2 at Planning and Community Development, 1 at City Hall, 1 at the Courthouse, and 1 for Utility Services

Streets Department

- Picked up 19 bags of litter on main thoroughfare
- Collected total of 40.19 tons of bulk and yard waste
- Completed 7 work orders
- Distributed 4 bulk and yard waste violation tags
- Utilized Street Sweeper on Newmantown Rd., collecting 1.94 tons of waste/debris
- Cut grass at easements and rights-of-way on Old Berzelia Rd., Harlem Grovetown Rd., VFW Rd., and Hardy Dr., and curbed/edged Robinson Ave.
- Reported 6 streetlight issues to GA Power for repair

Leisure and Recreation Rental and Member Updates

- 5 new rental contracts and 5 returned with payment
- Facilities and fields were utilized for a total of 82 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
- Veterans Day Ceremony: 11/9 from 10AM-11AM at Veterans Park

Utility Services

Water Dept.

- Ran daily water route
- 35 locates
- 82 service orders
- 1 history
- 7 new meter installations completed (Deer Hollow new phase)
- 3 meters changed out (Deer Hollow subdivision, Main St., and GIW)
- 2 leaks repaired (Pamir Pl. and Main St.)
- 5 TCB samples completed
- 1 curb stop changed out (Main St.)
- Repaired fire hydrant at Trudeau Tr. and Wrightsboro Rd.
- Radio read route and manual read meters completed
- Conducted safety meeting for employees

- Cleaned all trucks

Stormwater Dept.

- Cleaned debris from in front of 2 storm drain boxes (Bennett St. and Elm St. and Saxon Ct. and Walton Dr.)
- Jetted/vacuumed out storm drainpipe (Barbara St.)
- Cut grass in 1 retention pond (Grove Landing subdivision)
- Cleaned all trucks

Sewer Dept./WWTP Employees

- Conducted daily labs and operations
- Conducted monthly safety checks
- Filled 4 dumpsters of sludge and sent to Waste Management
- Calibrated effluent flume and influent samples
- Discharged 7.10 million gallons of treated wastewater to Butler Creek

Infrastructure Inspections

- Addressed 3 residential issues and resolved 2

Information Technology

- Prepared another computer life cycle replacement
 - At 2/19 with 3 prepared and scheduled for replacement
- Attended virtual Tyler ACFR builder meeting
 - All questions now answered and we can move forward with implementation
 - Exploring using O365 log-ins or using Active Directory for user platform
- Call for service volume moderate at 15
 - Email and Tyler ERP Pro 10 issues led the week 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.
- Director Ronnie Kurtz attended the Association of the U.S. Army (AUSA) Greater Augusta-Ft. Gordon Chapter's monthly Breakfast and Briefing on 10/17. The speaker was Brigadier General Paul Craft, the Deputy Commanding General for Joint Force Headquarters-Cyber, who spoke to the wide responsibilities of his unit in offensive cyberspace.
- Our Director attended the Columbia County West Rotary Club's weekly luncheon on 10/17.
- Our Director attended a meeting of Columbia County Hospital Authority as a member on 10/19.
- 51 total building inspections

Meeting Update

- Planning Commission
 - 10/19 Meeting: No Agenda

- 11/16 Meeting: No Agenda
- BZA
 - 11/02 Meeting: No Agenda

Code Enforcement Update

- 5 cases deemed in compliance
- 4 signs removed from ROW
- 3 responses to civil concerns
- Overgrown Vegetation
 - 2 NOVs
 - 3 warnings
- Parking Violations
 - 2 warnings

DEVELOPMENT PROGRESS CHART
October 20, 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>98</u>	<u>52</u>	<u>43%</u>	<u>7 permits 2 C/Os</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>50</u>	<u>37</u>	<u>36%</u>	<u>No change</u>
<u>6</u>	<u>Rivercrest Townhomes (45 Townhomes)</u>	<u>22</u>	<u>=</u>	<u>=</u>	<u>No change</u>
<u>7</u>	<u>Ferguson Farms (100 Single Family Homes)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>LDP issued; site work to begin soon</u>
	<u>Renovation Permits Issued</u>	<u>10</u>			
	<u>New Construction Permits Issued</u>	<u>7</u>			
	<u>Total Permits Issued</u>	<u>17</u>			
	<u>New Business Licenses Issued: 1</u>				
	<u>Renewal Business Licenses Issued: 0</u>				

Public Information Officer

- Shared voting information from Columbia County Board of Elections via social media
- Contacted WRDW for addition of Grovetown events to local news article
- Updated City website
- Shared information on Columbia County town hall event via social media
- Observed Women in Military Service for America Memorial Anniversary via social media
- Shared traffic map for Trunk or Treat via social media
- Photographed 10/18 dept. head meeting
- Registered City leaders for upcoming Columbia County Chamber of Commerce events
- Alerted public to 10/26 City Council work session cancellation via City website and social media
- Updated bulletin board at City Hall
- Shared traffic alerts from Columbia County via social media
- Shared 10/18 appearance on WJBF's *Your Hometown Road Trip* via social media
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *Trunk or Treat: 10/27 at Liberty Park from 6PM-9PM*
- *Veterans Day Ceremony 11/09/23 10AM-11AM at Veterans Park*
- *City Council Meeting: 11/13 at 6PM in the Council Chambers at City Hall*

Closing Comments

Former President Dwight D. Eisenhower (US Army General) served our country well. As a name change for Ft. Gordon comes about, we thank our military neighbor for all they have done and continue to do for Grovetown and the surrounding community. As we make this transition, we are thankful that great things continue to happen in Grovetown. Have a safe weekend!

Gary E. Jones, Mayor

