



**THE CITY OF
GROVETOWN**
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
November 9, 2023

Good afternoon,

City offices will close at noon on Thursday and will remain closed until Monday, November 13th, at the normal business hour. This is in observance of Veterans Day. Our Veterans Day Ceremony will be held in Veterans Park next to City Hall at 11AM, Thursday, November 9th. Refreshments will be served.

City elections were held on Tuesday, November 7th. Thanks to all our citizens who voted. Newly elected officials will attend their first meeting on January 8th, 2024. A date will be announced in the coming weeks for these officials to be formally sworn in.

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.

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

Hiring Actions

- 2 conditional job offers extended to 2 applicants for Firefighter/EMT – Fire Rescue on 11/6/2023

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
- Prepared a job description to be presented to City Council

Police Department

- Police Dept. arrested 11 subjects during this period:
 - 1 for Driving with a Suspended License and Improper Lane Change (Hold for McDuffie County Sheriff's Office Warrant)
 - 2 for a Columbia County Sheriff's Office Warrant
 - 1 for a Newton County Sheriff's Office Warrant
 - 1 for Driving While Unlicensed, No Proof of Insurance, and Brake Light Requirement
 - 3 for DUI (Failure to Dim Light, Open Container, and Brake Light Requirement)
 - 1 for Criminal Trespass
 - 1 for Possession of Marijuana with Intent to Distribute, Passing on the Shoulder of the Road, and Driving with Suspended License

- 1 for Public Drunkenness
- Criminal Investigation Division had 6 cases assigned and closed 2 cases:
 - Conducted joint operation with Dept. of Community Supervision resulting in 1 arrest and the seizure of 9.98 pounds of marijuana, and 2,101 grams (approx. 4 pounds) of fentanyl
- K9 Unit:
 - Made 18 traffic stops and 2 arrests, wrote 4 citations, issued 14 warnings, and seized 58 grams of marijuana
- Personnel participated in a new software class on 11/7 and 11/9
- Lt. Cross and Inv. Rodman attended a 2-day seminar titled “Human Trafficking Training for Law Enforcement, Prosecutors, and Child Welfare Professionals”
- Happy birthday to Sgt. Plyler and Officer Gurley!

Fire Rescue

- Fire Department responded to 22 calls:
 - 15 medical
 - 7 fire
- Conducted weekly duties around stations
- Lt. McFatridge and Chief Kent conducted a VFIS Driver Training Course at CCSO Driving Facility for all shifts from 11/6-11/8
- Attended meeting with American Red Cross to aid with victims of house fires
 - They will be providing smoke alarms for Grovetown Fire Rescue to install in homes that need them

General Services

Leisure and Recreation

- General Services: Cut grass, cleaned shop 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
- Historical Park and Welcome Signs: Cut grass
- Veterans Park: Cut grass, planted flowers, and re-mulched flower garden
- Teamed with Utility Services and Streets and Sanitation in preparing City streets, buildings, and parks for the holidays
- Made weekly park rounds and watered flowers throughout City

Fleet Maintenance

- **General Services**
 - Ford F-250 Utility Truck: Replaced windshield (V129)
 - Chevy Silverado Pickup: Routine maintenance (V127)
 - Chevy Silverado Pickup: Installed warning lights (V247)
 - John Deere Mower 72”: Routine maintenance, replaced blades (E267)
 - Chevy Silverado Pickup: Routine maintenance (V269)
 - Chevy Silverado Pickup: Routine maintenance (V235)
- **Public Safety**
 - John Deere Gator: Routine maintenance (E219)

- Ford F-250 Pickup: Routine maintenance and repaired windshield (V160)

Facility Maintenance

- Completed 24 work orders:
 - 8 at Streets and Sanitation, 7 at Liberty Park, 3 at Courthouse, 2 at Fire Dept., 1 at Police Dept., 1 at Fleet Maintenance, 1 at General Services, and 1 at City Hall

Streets Department

- Picked up 19 bags of litter on main thoroughfare
- Collected total of 9.4 tons of bulk and yard waste
- Completed 3 work orders
- Distributed 2 bulk and yard waste violation tags
- Utilized Street Sweeper to clean 2nd Ave. and Williams St., collecting 1.5 tons of waste/debris
- Reported 3 streetlight issues to GA Power for repair
- Hung Christmas lights throughout City.
- Used Leaf Vacuum Truck to collect leaves throughout City

Leisure and Recreation Rental and Member Updates

- 4 new rental contracts and 5 returned with payment
- 1 new gym membership
- Facilities and fields were utilized a total of 79 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
- Veterans Day Ceremony: 11/9 from 10AM-11AM at Veterans Park
- Crusin' for Christmas Car Show: 11/18 from 9AM-2PM
- Rock 'n' Roll Christmas Parade: 12/2 at 10AM from Augusta Technical College to Grovetown Middle School
- Christmas Festival: 12/2 from 5PM-9PM

Utility Services

Water Dept.

- Ran daily water route
- 184 locates
- 85 service orders
- 10 histories
- Repaired 1 leak at WWTP
- Fluoride samples were completed
- TTHM samples were completed
- Changed out 13 water meters in Bryan Cove subdivision
- Replaced broken curb stop in Woodward Pl.
- Asphalted 3 road cut repairs (1 on James St. and 2 on Booker St.)
- Uncovered buried water valve at the corner of Raghorn Rd. and Button Buck Ln.
- Capped sewer line for demolition on Katherine St.
- Conducted safety meeting for employees
- Cleaned trucks

Stormwater Dept.

- Cut grass at Harvestwood subdivision retention pond
- Greased equipment and graded the washed-out gravel road near office
- Fixed sinkhole in front of storm drain box at the Wings & Philly restaurant
- Cleaned trucks

Sewer Dept./WWTP Employees

- Conducted daily labs and operations
- Filled 3 dumpsters of sludge and sent to Waste Management
- Calibrated effluent and influent sampler
- Unclogged lime system
- Discharged 8.61 million gallons of treated wastewater to Butler Creek

Infrastructure Inspections

- No new permit applications have been submitted or approved
- No residential issues have been reported

Information Technology

- Replaced another life cycle computer
 - At 4/19 with 2 prepared for installation
- Rescheduled quarterly briefing with Pollock
- Ordered City phone for newly elected official
- Calls for service moderate at 14
 - Email issues led the way

Planning and Community Development

- City Council voted to adopt a new zoning code and map on **May 8** at 6:00 PM in the City 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. Eisenhower Chapter's monthly executive meeting on 11/7.
- Our Director attended the Columbia County West Rotary Club's weekly luncheon on 11/7.
- Our Director attended the Columbia County Chamber's Government Affairs Committee Meeting on 11/9.
- 42 total building inspections

Meeting Update

- Planning Commission
 - 11/16 Meeting: No Agenda
- BZA
 - 12/7 Meeting: No Agenda

Code Enforcement Update

- 23 cases deemed in compliance
- 1 signs removed from ROW
- 1 responses to civil concerns
- Overgrown Vegetation
 - 2 warnings
- Inoperative/Abandoned Vehicles
 - 1 NOV
- Parking Violations
 - 4 warnings
- Trash
 - 6 warnings
- Property Maintenance
 - 1 NOV
 - 1 warning

DEVELOPMENT PROGRESS CHART

November 9, 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>102</u>	<u>56</u>	<u>46%</u>	<u>4 permits 1 C/O</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 underway</u>
	<u>Renovation Permits Issued</u>	<u>9</u>			
	<u>New Construction Permits Issued</u>	<u>4</u>			
	<u>Total Permits Issued</u>	<u>13</u>			

<u>New Business Licenses Issued: 3</u>				
<u>Renewal Business Licenses Issued: 0</u>				

Public Information Officer

- Alerted public to 11/4 Christmas decorating via social media
- Shared traffic alerts from Columbia County via social media
- Observed Native American Heritage Month via social media
- Alerted public to Veterans Day holiday hours via social media
- Updated bulletin board at City Hall
- Highlighted City employees via social media
- Updated City website
- Updated MyGrovettown app
- Attended 11/6 Trunk or Treat after action meeting
- Prepared remarks for City leaders for use at upcoming events
- Shared voting information from the Columbia County Board of Elections via social media
- Alerted public to 11/9-11/10 road closures on Old Berzelia Rd. via City website and social media
- Alerted public to 2023 Municipal General Election results via City website and social media
- Attended and photographed 11/8 Administration Christmas Parade meeting
- Attended and photographed 11/9 Veterans Day Ceremony
- Promoted events in/around social media

Upcoming Events/Programs/Meetings

- *City Council Meeting: 11/13 at 6PM in the Council Chambers at City Hall*
- *Cruisin' for Christmas Car Show: 11/18 from 9AM-2PM at Liberty Park*
- *Rock 'n' Roll Christmas Parade: 12/2 at 10AM along Wrightsboro Rd.*
- *Christmas Festival: 12/2 from 5PM-9PM at Liberty Park*

Closing Comments

Employees are very busy installing lights and decorations throughout the City. We encourage our citizens to decorate as well. Christmas is only about 6 weeks away and our annual Christmas Parade will be held on Saturday, December 2nd, at 10AM. Later that afternoon, our Christmas Festival will be held at Liberty Park. See our social media for more information. Thanks to all employees involved!

Gary E. Jones, Mayor

