



WEEKLY ACTIVITIES REPORT
January 19, 2024

Good afternoon,

At the City Council meeting on January 8th, 2024, the Mayor and Council approved a contract for the renovation of the gym and offices at Liberty Park. Construction will begin within the next few weeks.

Liberty Park is open as a warming center during extreme cold from 7AM-9PM. We anticipate some frigid temperatures this weekend. Please take advantage of this service if you need it.

There will not be a City Council work session on Thursday, January 25th, 2024.

Please be aware of traffic notices posted by Columbia County pertaining to work at I-20 and Lewiston Road for January 25th-29th.

New information has been posted to our website regarding bulk and yard waste pickup dates for 2024. Please check the website or contact Utility Billing at 706-863-4576, ext. 450.

Our Streets and Sanitation Department and Code Enforcement are issuing 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 General Services 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
- 130 full-time number employed
- 1 part-time (Museum)
- 12 part-time/as needed (Firefighters)

Vacancies (25)

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

Hiring Actions

- Interviewed 7 applicants for General Services Superintendent – General Services Dept. on 1/18/2024

Worker's Comp Claims

- 1 minor dog bite

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 10 subjects during this period:
 - 2 for Probation Violation (No Insurance, DUI, Interference with a PSO, Failure to Maintain Lane, and Failure to Obey Traffic Control Device)

- 1 for Active Warrant through Columbia County Sheriff's Office and McDuffie County Sheriff's Office
- 2 for Battery (Family Violence)
- 1 for Aggravated Assault
- 1 for a Jefferson County Warrant
- 2 for Simple Battery (Family Violence)
- 1 for DUI (Refusal)
- Criminal Investigation Division:
 - 1 case assigned and closed 3 cases
 - Conducted 42 traffic stops, issued 20 warnings, and 8 citations
 - Hosted proactive patrol on 1/18
- K9 Unit:
 - Initiated 21 traffic stops, issued 3 citations and 19 warnings, and seized 23.4 grams of marijuana
- Conducted annual in-service training on 1/11 and 1/18 for all sworn and non-sworn personnel
- Chief Kitchens is attending the Georgia Association of Chiefs of Police Winter Training Conference
- Happy birthday to Dakota Watts

Fire Rescue

- Fire Rescue responded to 19 calls:
 - 12 medical
 - 7 fire
- Conducted weekly duties around stations
- Shift 3 conducted forcible entry training at Station #2
- Chief Kent and FF Phil Donohue will be meeting with Covington Fire Dept. 1/19 to view software for records management

General Services

Leisure and Recreation

- General Services: Cleaned and organized shop and offices and cleaned City vehicles
- Liberty Park: Cleaned and organized all storage areas, dragged and chalked baseball fields, cleaned and sanitized bathroom and concession area, and maintained multipurpose fields
- Grovetown Trails at Euchee Creek: Trimmed tree limbs
- Made weekly park rounds and watered flowers throughout City
- Placed flags around City
- Finished removing and storing Christmas decorations
- Inspected and secured icy areas throughout City via sand/salt mixture in affected areas
- Concentrated clean-up efforts at Reynolds Pond subdivision entrance

Fleet Maintenance

- **General Services**
 - Grappler: Replaced Turbocharger (E107)
 - Chevy 5500 Dump Truck: Replaced front tires (V180)
- **Fire Rescue**
 - International 4900 Fire Truck: Replaced front tires (Engine #3)
- **Public Safety**
 - Chevy Tahoe: Replaced master window switch (V107)
 - Chevy Tahoe: Replaced radiator, AC condenser and oil cooler lines (V136)
 - Chevy Tahoe: Faulty windshield washer pump-part ordered (V137)
 - Ford Police Interceptor Sedan: Replaced spark plugs and coil packs (V126)

Facility Maintenance

- Completed 15 work orders:
 - 6 at Municipal Court, 3 at Liberty Park, 2 at Museum, 2 at Streets and Sanitation, 1 at City Hall, and 1 at Facility Maintenance

Streets and Sanitation Dept.

- Picked up 16 bags of litter on main thoroughfare
- Collected 33.53 tons of bulk and yard waste
- Completed 5 work orders
- Distributed 11 bulk and yard waste violation tags
- Utilized Street Sweeper to clean Newmantown Rd., Whiskey Rd., and Railroad Ave., collecting 3.4 tons of waste/debris
- Reported 2 streetlight issues to GA Power for repair
- Cleaned sidewalks throughout City
- Cut low hanging limbs on Newmantown Rd., VFW Rd., and Old Berzelia Rd.
- Inspected street conditions and added salt/sand mixture to freeze prone areas

Leisure and Recreation Rental and Member Updates

- 7 new rental contracts and 5 returned with payment
- Facilities and fields were utilized a total of 38 hours

Upcoming Programs/Events

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM-7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM-7:30PM
- Valentine's Senior Social: 2/10 from 6PM-PM at Municipal Court
- Spring Fest: 3/23 from 11AM-2PM at Liberty Park

Utility Services

Water Dept.

- Ran daily water route
- 49 locates
- 48 service orders
- 2 histories
- Repaired 1 leak in Deer Hollow subdivision
- Changed out 1 meter on Main St.
- 5-TCB samples completed

- Loaded sand to be applied to icy roadways
- Radio read and manual read meters completed
- State report completed on 1/3
- Cleaned and organized trucks

Stormwater Dept.

- Picked up all materials for drainage pipe at landfill
- Completed landfill project
- Cleared right-of-way for replacement of rotted storm pipe on Howell St.

Sewer Department/WWTP

- Completed daily labs and operations
- Contractors worked on generator and basin 4 decanter
- Cleaned de-watering screw
- Submitted December 2023 to EPD
- Conducted stream samples
- Submitted SSO report to EPD
- Discharged 8.12 million gallons of treated wastewater to Butler Creek
- Filled 2 dumpsters of sludge and sent to Waste Management

Infrastructure Inspections

- No residential issues or permit applications submitted

Information Technology

- Conducted successful livestream of 1/18 Planning Commission meeting
- Changed telephone lines to accommodate temporary workspaces for City Hall renovations
- Fixed issue where Pineland phone could not remotely reach our system
- Downloaded Physical Access Control suite from Cruise Security as backup
- Calls for service high at 22
 - Network changes for renovations and ERP Pro 10 issues led the way

Planning and Community Development

- Planning and Community Development will hold an informational meeting in the Council Chambers at City Hall, 103 Old Wrightsboro Road, on Monday, 2/5, at 6PM to discuss the City's drafting of a Unified Development Ordinance. Representatives from staff and Kimley-Horn, the City's selected contractor for assistance on the project, will be present to receive feedback. All members of the public are encouraged to attend. See below for the information page on the City's website:
 - <https://cityofgrovetown.com/313/Unified-Development-Ordinance>
- Director Ronnie Kurtz attended the Association of the U.S. Army (AUSA) Greater Augusta-Ft. Eisenhower Chapter's monthly "Breakfast and Briefing" on 1/16. The speaker was Maj. Gen. Paul Stanton, Commanding General of the U.S. Army Cyber Center of Excellence and Ft. Eisenhower, who previewed plans for the installation in 2024.
- Our Director attended the Rotary Club of Columbia County West's weekly luncheon on 1/16.

- Our Director attended the UGA Economic Outlook briefing at the Augusta Marriott on 1/17.
- Our Director attended the Ft. Eisenhower New Year’s Reception at the Commanding General’s Quarters on 1/19.
- 22 total building inspections

Meeting Update

- Planning Commission
 - 1/18 Meeting:
 - Recommended denial of request to rezone 210 E Robinson Ave. to R-C2 for a townhome development.
 - 2/15 Meeting: No Agenda
- BZA
 - 2/1 Meeting:
 - Request for Conditional Use Permit for 401 E Robinson Ave. for a private utility shed.

Code Enforcement Update

- 7 cases deemed in compliance
- 3 responses to civil concerns
- 6 signs removed from ROW
- Inoperative/Abandoned Vehicles
 - 7 warnings

DEVELOPMENT PROGRESS CHART

January 19, 2024

PROJECT NAME And Project Details	Building Permits Issued	CO Issued	% of Project Completed	Comments
Commercial				
Dunkin’ Site (4 Unit Building)	3	2	50%	No change
Palmetto Industries (Brighton)	1	-	-	Building permit issued
Residential				
Grove Landing, Section 5 (64 Single Family Homes)	64	64	100%	Project complete
Brighton Landing, Section 2 (67 Single Family Homes)	68	60	90%	No change
Deer Hollow Section 2 (110 Single Family Homes)	106	102	93%	No change
Deer Hollow Section 3 (122 Single Family Homes)	108	78	64%	5 permits 4 C/Os
Caroleton Phase 3 (103 townhomes)	54	45	44%	No change
Rivercrest Townhomes (45 Townhomes)	22	6	13%	No change

Ferguson Farms (100 Single Family Homes)	-	-	-	LDP issued; site work underway
Hidden Crossing, I (9 Townhomes)	-	-	-	LDP issued; site work to begin soon
Renovation Permits Issued	6			
New Construction Permits Issued	5			
Total Permits Issued	11			
New Business Licenses Issued: 0				
Renewal Business Licenses Issued: 9				

Public Information Officer

- Shared weather updates from NWS via social media
- Shared traffic alerts from Columbia County via social media
- Posted public notice regarding 1/12 sanitary sewer overflow via social media
- Informed public of delayed bulk and yard waste pickup via social media
- Observed National Dress Up Your Pet Day via social media
- Alerted public to 1/14 Newmantown Rd. closure/reopening via social media
- Observed MLK Day via social media
- Updated City website
- Updated digital sign at City Hall
- Shared info on extreme cold weather from the Office of Commissioner of Insurance and Safety Fire via social media
- Shared info on extreme cold weather from Columbia County Emergency Management Agency via social media
- Alerted public to black ice via social media
- Attended 1/17 director's meeting
- Alerted public to alteration of hours at warming center via social media
- Participated in interview with WJBF
- Organized scarf, coat, and blanket drive and announced via social media
- Alerted public to 1/18 downed phonelines/service restoration for utility payments via social media
- Participated in interview with WRDW

Upcoming Events/Programs/Meetings

- *Board of Zoning Appeals: 2/1/2024 in the Council Chambers at City Hall*
- *Valentine's Senior Social: 2/10/2024 from 6PM-PM at Municipal Court*
- *City Council: 2/12/2024 at 6PM in the Council Chambers at City Hall*
- *Spring Fest: 3/23/2024 from 11AM-2PM at Liberty Park*

Closing Comments

Thanks to all Police, Fire, and Streets and Sanitation employees who are keeping our City and roadways safe. Have a good weekend.

Gary E. Jones, Mayor

