

Good afternoon, from The Mayor's Corner. Here are the Significant Acts the City has taken for the week ending on September 11, 2020.

Initial Notes

Good Afternoon Everyone: This has been another busy week and our Utility Billing Department should be commended for all their hard work during this transition period. Bradley and Kristal continue to work with Incode to resolve transition concerns.

Many of us attended the Columbia County Chamber of Commerce State of the Address. It was a most informative meeting regarding things going on in our community. More than 200 people were in attendance and it was very nice to be in a setting to share ideas and network with those who work to maintain our standard of living.

You will notice that the format of this report has been slightly changed for easier reading.

Thanks to Brian Henderson for his assistance.

Human Resources:

Personnel Count:

- Number authorized = 129 full time.
- Number employed = 121 full-time.
- 1 part-time (museum).
- 4 part-time / as needed (firefighters)

Vacancies

- 1 - UB Clerk
- 1- Dispatcher
- 1 -W/S Equipment Operator
- 1- Public Works Director
- 1- Building Inspector
- 3 - Police Officers

Hiring Actions

- Public Safety-2 offers pending
- Promotions- Congratulations Deon Williams
- Ad Re-posted for Public Works Director

Complaints: None

Resignations - None

Safety / Training & Worker's Comp Claims - None this week

Finance:

- Received funding of Phase two of CARES funding from the state. The City was approved for an additional \$555,000. Total collections from CARES funding totaled approximately \$792,000.
- Continued transition into Incode for Utility Billing. Next week we host Badger Meters for training on the new meter reading software to correspond with Tyler name Beacon.
- New IVR (over the phone telephone payment) and new payment website went live for Utility Billing this week. These new options allow our citizens easier ways to make payments and now have the capability to set up recurring payments on the new website.

Public Safety:

- The police department arrested 8 subjects during this period: 3 for DUI, 1 each for schedule 1 drugs, simple battery, possession of marijuana, warrant for Burke County, and 90 day court ordered sentence
- Criminal Investigation Division had 2 cases assigned and closed 0 case
- The fire department responded to 11 calls: 4 fire calls and 7 medical calls
- The Public Safety Department would like to wish a happy birthday to Cpt. Wayne Kent and F/F Joseph Redd

- The Public Safety Department conducted their monthly in-service training (search & seizure, and rules and regulations) on 09/10/2020
- F/F Brett Wesson will be taking his NPQ I Firefighter I practical skills test this Saturday. He had completed his written testing on September 10th
- We would like to thank the Leisure and Recreation department for assisting us with placing sod at Fire Station # 2 around the new concrete pad area that will be the location for our covered building
- On-duty Fire Crews conducted two minutes of silence at the station's flag poles this morning to remember the sacrifices that was made on 9/11

Leisure and Recreation (L&R) Services

Parks & Facilities Updates

- Cut grass at Goodale Park Dog Park, Liberty Park & Liberty Park Ballfields.
- City Welcome Signs were cut, and bushes were trimmed
- On Tuesday of next week (September 15th) the boardwalk area of the Grovetown Euche Creek trails will be temporarily closed for renovations/improvements to a portion of the boardwalk. It should take about a week to complete these renovations (weather permitting), all other areas of the trails will remain open for use.
- Condensed and organized the storage units at Liberty Park
- Assisted Captain Kent with laying Sod at Fire Station #2

Facilities Maintenance –

- A total of 7 work orders this week: 2 at City Hall, 3 at Liberty Park; and 1 each at the Municipal Court & Public Safety
- The lettering for the Municipal Court roadway sign is scheduled to be installed on Wednesday of next week (September 16th)

Fleet Maintenance

- 1 job from last week completed, 2 jobs remain open from this week (or previous weeks)
- Public Safety
 - o Dodge Charger: Replace Cooling Fan
 - o Dodge Charger: Power Steering Relay Issue
 - o Dodge Charger: Headlight Wire Harness Issue
 - o Chevy Tahoe: Replace Batteries
- Streets
 - o Ford F-750: Routine Service
 - o International Chip truck: DEF Issue – Outsourced (under warranty) – completed from last week
 - o Hustler Mower: Replace blades
 - o Hustler Mower: leaking motor seal- Outsourced (under warranty) – not completed for 4 weeks
 - o Hustler Mower: Replace blades
 - o Hustler Mower: Replace blades
 - o Utility Trailer: Repair Flat Tire
 - o Grappler Truck: Replace Side Cab Window
 - o GMC Sierra Pickup: Replace Battery
- Water/Sewer/Storm Water
 - o Ford F-250 utility truck: Repair Flat Tire
 - o Gravely Mower: Routine Service, Replace Blades & Replace Deck Belt
 - o O'Brien Jetter: PTO/Clutch Issue – Not Complete

- We revamped how often vehicles will be served in the shop: moving forward all public safety vehicles will be serviced every 3,500 miles and all other city vehicles will be serviced every 5,000 miles

Rental & Member Updates –

- 4 new rental contracts and 6 returned contracts with payment
- Facilities and fields were utilized a total of 15 hours
- 2 new memberships

Event & Program Updates-

- Family Movie Night – postponed to Friday, September 25th alongside our Food Truck and Farmer’s Market Event.

o we are showing How to Train Your Dragon - The Hidden World – 30 registrations (132 guest)

- Food Truck & Farmer’s Market event – Friday, September 25th at Liberty Park from 5:30pm to 9pm; 11 confirmed vendors
- Community Yard Sale – Saturday, October 10th at Goodale Park; 2 confirmed vendors
- Autumn Festival & Trunk or Treat- Friday, October 23rd at Liberty Park from 6pm-9pm; 8 confirmed vendors
- Military Day Event- Saturday, November 7th at Veterans Park from 11am-3pm; 6 confirmed vendors

Other

- Janet Wheatley helped to work the booth at and attended the Columbia County Chamber State of the Community Address on Thursday afternoon/evening

Information Technology

- Installed two new computers this week.
 - o One for Jason Goodwin at the City Shop, one for Mike Mills at the Water Works Trailer
 - o Also, had a computer repaired at Public Safety Dispatch for a bad motherboard
- Finalized the order of Spare Computers and Monitors
 - o The recent installs with a pending setup for our 3rd party Building Inspector exhausted our supply
 - o This will allow for spares in case of emergencies such as the recent lightning strike, this shipment should arrive next week
- The Wifi refresh hit a snag this week when I was sent the wrong mounts
 - o The mounts have been returned and the correct ones are in transit, but we are prepared for install as soon as the new mounts arrive
- Finalized the count for new Uninterrupted Power Supplies (UPS) for City locations this week.
 - o I will make recommendations as to brand/type next week for best purchase
- The A/V booth for the Council Chambers is under construction and should be completed on Monday
- The UB team continues to do a great job of getting used to the new processes of Incode
 - o A continued THANK YOU to Kristal Singletary as she is instrumental in her assistance to the UB team
 - o The process is not always smooth, and we continue to work on integrating the UB processes all the way through to the Financials.

Water / Sewer and Stormwater Departments

General

Attended the staff meeting this week

Met with P&D, GBT and other staff regarding sewer line expansion in Carrolton Subdivision

Project Updates

- Pump Stations: Horizon South Station- 2 manholes delivered to the site and working to get them set into the ground
- Butler Creek- set guide rails for pumps and tied existing manhole into the wet well
- Christmas Lights met with other staff and electrician to update them on what they can get started on.
- Effluent force main: a good portion of the pipe work has been installed, working in other areas installing silt fence

Water/Sewer/Stormwater Departments

- 21 History reports completed
 - 16 locates performed
 - Repaired 2 service line leaks
 - Repaired a storm drain and sink hole in Willowick and Pepperhill
 - Installed 3 new meters in Carrolton
 - Cut both the pond in Willowick and one-off Sierra lane
 - Collected monthly samples and taken to Columbia County's lab
 - Working with GBT and Aqua-Aerobics on the alarms and SCADA system for the plant
- #### Streets and Sanitation
- 12.56 tons of bulk waste and 13.03 tons of yard waste picked up and taken to Advanced Disposal.
 - 19 bags of litter collected
 - 15 work orders completed
 - Grass was cut on Newmantown Rd, Hardy Dr, VFW Rd, Old Berzelia Rd, and city owned properties along Old Berzelia Rd.
 - Cleaned city vehicles and cleaned area around shop

Planning and Community Development

General:

51 Inspections this week

Upcoming Meetings:

September 14, 2020- City Council Meeting at 6:30 p.m.; Work Session begins at 6 p.m.

September 15, 2020 – Comprehensive Plan Stakeholders Committee Meeting

September 17, 2020 – Planning Commission Meeting

Code Enforcement Update:

- Illegal dumping on Lakeside Drive discovered, offender identified and required to remove all waste, COMPLETED
- Numerous inoperable and/or untagged vehicles issued, monitoring for compliance
- Violation notice for “tractor trailer” parking in residential zone
- Working with developer to cut/mow detention pond in McCoy's Creek
- Numerous vacant parcels in residential zones posted for overgrown grass, monitoring for compliance
- Performed numerous permit checks for spontaneous construction projects (primarily roofing, HVAC)
- Identified a property with numerous canines, requires kennel license, owner relocating, monitoring for compliance
- Pump stations
- Butler creek - set guide rails for pumps & Tied existing manhole to wet well.
- Lewiston Road - manholes (x2) delivered today and will be set Tomorrow or first of next week.
- Effluent Force Main

- 24" line completed from Robinson Avenue to Station 139+50. Installing silt fence.
- Georgia ironworks
- have not begun work on tapping into Watermain.
- Deer Hollow
- currently working on digging out second retention pond.
- Brighton Apartments
- working In/on buildings
- 104 James St.
- installed manhole and sewer laterals and tapped into existing manhole behind 110 James St.
- works substantially complete
- Pepper Hill Stormwater
- 3 weir inlets installed
- work substantially complete... Still needs sod & landscaping.
- Gravity Sewer & Force Main
- work scheduled to start October 19.

Public Information Office

- Updated website to include the City's new pay by phone option when it comes to Utility bills
- Posted agenda and supporting documents for City Council Meeting this Monday, September 14th
- Set up and worked booth at Chamber of Commerce event
- Worked on quarterly newsletter to go out with Utility bills at the end of this month
- Organized interview with NewsChannel 6 for Friday night Football as they highlighted City of Grovetown with an emphasis on September 11, 2020 and our local military.
- Received two donations for our City Fan Drive; gave out two fans for those in need

General

Key Events

- September 14th – Zoom Work Session and Council Meeting
 - September 15th – Comprehensive Plan Stakeholders Committee Members.
 - September 17th -Planning Commission Meeting.
 - Family Movie Night – postponed to Friday, September 25th alongside our Food Truck and Farmer's Market Event.
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Closing Comments – Continued appreciation to all city employees for their hard work. We continue to use the TAPP method of operation – Teamwork, Accountability, Productivity and Professionalism. You will notice that the format of this report has been slightly changed for easier reading. Thanks to Brian Henderson for his assistance.

Enjoy the rest of your weekend.

Sincerely,

Mayor Gary Jones