

Hello, from the Mayor's Corner. Here are the significant acts the City has performed for the week ending September 18, 2020.

Initial Notes: Even though we had heavy rain this week our City employees were hard at work. Several after-hour meetings were held during the week so everyone had a full schedule. The Katherine Street Railroad Crossing remains closed at this time due to a railroad equipment malfunction. A repair team from outside the area will be making repairs tomorrow and we hope to re-open the crossing late in the day on Saturday if all goes well with the repairs.

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 police officers – backgrounds pending
- Public Works Director – David Carlin is Interim

Complaints: None

Resignations – One - Investigator – two-week notice

Safety/Training Our City Clerk attended the Carl Vinson Institute ag UGS for training.

Worker's Comp Claims – 1

Finance:

- Received confirmation of continued compliance from Georgia Department of Audit and Accounts (DOAA) regarding the City's 2019 financial statements. Report from DOAA noted issues with 2019 financial statements that are required

to correct moving forward. The noted issues were formatting and presentation, nothing related to actual dollar amounts.

- Completed Report of Local Government Finance (RLGF) required by the Georgia Department of Community Affairs. This was the last item to be completed related to the City's 2019 financial statements.
- UB department completed training regarding new Beacon software for our interface with the City's water meters. Morgan briefly showed new features and the City moving forward will be able to provide better information to our citizens regarding water meters. Special thanks to Morgan Reese, Roxanne Brown, Mike Woods, Jon Gravely and Mike Mills for availability and continued work to improve our water service provided to customers.

Public Safety:

- the police department arrested 13 subjects during this period: 5 for DUI, 4 possession of marijuana, 2 for schedule II drugs, 1 warrant for McDuffie County, and 1 for burglary
- criminal investigation division had 7 cases assigned and closed 1 case
- The fire department responded to 15 calls: 11 fire calls and 4 medical calls
- FF Brett Wesson passed his NPQ Firefighter I Practical Skills Test, FF Taylor passed his NPQ Driver/Operator Skills Test, and FF Hesterman & FF Williams are awaiting the results of their NPQ Driver/Operator Written Testing.
- Fire crews prepared for the incoming weather from Hurricane Sally.
- Fire Department received a new 2020 Ford F-250 truck this week and it will be placed into service next week.

Leisure and Recreation (L&R) Services

Parks & Facilities Updates

- Cut grass at City Hall, Goodale Park, Kiddie Park & the L& R Facility Maintenance Shop
- Deep cleaned the concession and restroom building at Liberty Park Ballfields

- Assisted during the storm and following to block off flooded roads
- Kiddie Park is now open, with no damage to roadway from the storm
- The back section and boardwalk area of the Grovetown Euchee Creek Walking Trails remains closed due to flooding and work on the boardwalk area. This area will remain closed through next week. All other areas of the trails remain open for visitors and usage
 - Side note: our staff spent time this morning retrieving cones, signage and other items that were tossed into the creek and wetlands along the boardwalk and back side of the trails area by vandals

Facilities Maintenance –

- A total of 3 work orders this week: 1 each at the Liberty Park, Public Safety & Water
 - 7 additional work orders received but not complete this week
 - Several of these included leaking roofs in several different city facilities
- The lettering for the Municipal Court roadway sign was installed this week
- The IT Desk/ Sound Booth is completed in the Council Chambers at City Hall

Fleet Maintenance

- 2 jobs remain open from last week (or previous weeks)
- Planning & Development
 - Ford F-150 Pickup Truck: Tires and alignment
 - Ford Ranger Pickup Truck: Routine service
- Public Safety
 - Dodge Charger: Replace fuel pumps
 - Dodge Charger: Frontend work - outsourced
- Streets

- Hustler Mower: Leaking motor seal- Outsourced (under warranty) – not completed for 5 weeks
 - the company working on this is having trouble getting parts in due to COVID – they are checking on getting us a mower we can use temporarily
- U-Dump Trailer: Repair charging system
- Grappler Truck: Replace backup alarm
- Water/Sewer/Storm Water
 - Ford Transit 150 Van: Repair flat tire
 - John Deere Mower: Routine service, replace blades
 - O'Brien Jetter: PTO/Clutch Issue – Not Complete, waiting on a part to be built – there is also a delay in obtaining parts due to COVID

Rental & Member Updates –

- 3 new rental contracts and 3 returned contracts with payment
- Facilities and fields were utilized a total of 15 hours
- 7 new memberships

Event & Program Updates-

- *Family Movie Night* –Friday, September 25th alongside our Food Truck and Farmer's Market Event.
 - 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; 15 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 recently attended a Columbia County/ CSRA Regional Library Board Meeting as well as the Leadership Columbia County Community Support Day on Tuesday, September 15th
- Steven Randall attended a virtual training through NAYS (National Alliance for Youth Sports) in order to become a Certified Youth Sports Administrator (CYSA)
 - Steven will be testing over the next month in order to obtain his certification

Information Technology

- The team did a great job of continuing to work through our Incode issues this week.
 - The common understanding of how UB payments would be relayed to General Ledger accounts has been reached.
 - We believe that as we receive more payments and establish a payment history in Incode we will see less and less irregularities.
- Phones for all personnel moves have been ordered/received, updated and activated.
- The construction of the new A/V booth has been completed.
 - Next week we will reach out to businesses for bids on hard wiring (running ethernet, etc) to the A/V booth for the equipment.
- I am at about 20% for the formatting of all excess computers
 - I have identified several that are malfunctioned, or incapable of upgrade so will be need to disposed of instead.
- This week was particularly busy for live streaming as we conducted three successful livestreamed meetings.

Public Works Department

General

Met with Turnipseed, City Admin. And the Finance Director regarding the Effluent force main project and the newly discovered wetland area.

Attended the Council meeting via Zoom

Participated in training on the new Beacon software system and new devices for reading the electronic water meters

Spent most of the day out reading meters with the new Trimble device

We spent the majority of Thursday morning out in the field responding to flooded roadways from Tropical Depression Sally

Project Updates

- **Pump Stations:** Horizon South Station- no update
- Butler Creek- no update
- **Christmas Lights** ongoing, making progress
- **Effluent force main:** no update

Water/Sewer/Stormwater Departments

- 7 History reports completed
- 26 locates performed
- Repaired 4 service line leaks
- Water meters were read
- Robinson Ave. water tank was drained, the inside was washed out and it is now back in service
- Cleaned the concrete ditch in the Kiddie Park
- Cleaned up around Cavan Place pond
- Cleaned and hulled out a section of ditch on Adams Lane
- Contractor was onsite and repaired the leak at the headworks
- We picked up our new jetter machine. It is a smaller unit that will allow us to get into some areas that were very difficult before
- Cleaned storm drains in preparation of storms

Streets and Sanitation department

- 16.87 tons of bulk waste and 18.1 tons of yard waste picked up and taken to Advanced Disposal.
- 22 bags of litter collected
- 32 work orders completed

- Grass was cut on Hardy Dr, Railroad Avenue, Dodge lane, Harlem Grovetown rd., Howell St, Booker St, John St, Walton Dr, Old Wrightsboro Rd., Whiskey Rd., Robin Lane, Trudeau tTail, West Robinson, Pinetree St, Walton Dr, and 2nd, 3rd, 4th, 5th, and 6th Avenues.

Planning and Community Development

General:

- 70 Inspections this week

Event Update:

- September 15, 2020 – Comprehensive Plan Stakeholders Committee Meeting. It was well attended. Regina Pyles, Planning Director, Regional Commission presented various slides about needs and opportunities in the community.
- September 17, 2020 – Planning Commission Meeting was held and with full attendance. The Commission considered the following cases:
 - TEXT AMENDMENT 20-01 – The Commission considered the text amendment to the Zoning Ordinance Article 12 – Non-Conformities and unanimously voted to recommend approval.
 - RZ 20-002 – Rezoning of 72 parcels – The Commission considered the Rezoning of 72 parcels (excluded from the Form Based Code) from respective CC6 and CC7 to R1 (Residential District) and unanimously voted to recommend approval with staff conditions.

Upcoming Meetings:

- October 1, 2020 – Board of Zoning Appeals, 6:00 PM, at the Council Chambers, City Hall to consider a Conditional Use Permit Application.

Code Enforcement Update:

- Numerous overgrown grass notices issued and resolved
- Issued numerous courtesy notices regarding ordinance which prohibits “trash containers” from being stored/kept at the street (also moved containers as part of the courtesy notice)
- Monitored construction site soil erosion BMPs before, during and after the tropical storm rain event.
- Checked for construction permits at various locations in established residential zones, imposed penalty for one contractor working without proper permit
- Worked with developer to install temporary measures to prevent significant erosion at edge of public roadway until permanent solution can be implemented
- Tagged several inoperable/unlicensed vehicles, voluntary compliance achieved
- Mailed certified mail to owner(s) of some vacant parcels, requiring overgrown grass be cut/mowed
- Vacant building (former Food Lion) received some cosmetic improvement with fresh coat of paint on the façade, no permit required

- *Pump stations*

Lewiston Road, installed two manholes and tied into wet well.

- *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*

Grading.

- *Brighton Apartments*

working In / on buildings

- *Pepper Hill Stormwater*

3 weir inlets installed

Landscaping partially complete

- Gravity Sewer & Force Main

- work scheduled to start October 19.

Public Information Office

- Managed Help and Information Desk (average of 45-50 calls and walk-ins this week)
- Managed all social media accounts and website
- Updated website
- Looking into emergency push notifications for residents
- Monday night City Council Meeting
- Received four fans for City fan drive
- Working to connect with prospect for Christmas Teddy Bear giveaway
- Managed storm damage from Tropical Storm Sally
- Videos and information regarding flooded and blocked roads pushed out to residents
- On camera interview with WRDW News 12/26
- City video footage of flooding used by all tv media outlets with City's permission
- Set up weekend interview with WJBF NewsChannel 6 as a last chance Census push. (will run on Good Morning American, Sunday between 7am-8am; again at 9 am and on station website) It is a Skype interview.
- Public Information City vehicle taken to maintenance for nail in tire
- Learned system to now operate City Hall Sign on a regular basis
- Public Image Chair Rotarian Duties

General

Key Events

- **Family Movie Night – postponed to Friday, September 25th alongside our Food Truck and Farmer's Market Event.**
 - **we are showing How to Train Your Dragon - The Hidden World – 30 registrations (132 quest)**
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Closing Comments – The audio/visual south booth is nearing completion (located in the Council Chambers). All electronic equipment will be moved to this booth within the next few days. A special thanks to our Streets and Sanitation for clearing storm debris from the area of “old Grovetown”. Lots of extra tonnage from the microburst.

Have a nice weekend.

Sincerely,

Mayor Gary E. Jones

(Posted on behalf of Mayor Jones by Public Information Officer Ashley Campbell)