

Good afternoon from the Mayor's Corner. Here are the Significant Activities for the week ending October 2, 2020.

Initial Notes

We received the deed and plat for the property located across from Grovetown Municipal Court and within the next two weeks will be removing the structure so we can move ahead with a parking area. The past several days we have been focusing on storm water issues and a complete report on that matter will be forthcoming to the Mayor and Council.

Our Utility Billing Office has been working diligently to learn the new billing system and bills have already gone out for this month. All employees in that area deserve a round of applause for their hard work during this transition period. Next week, we have meetings scheduled pertaining to transportation routes within the City and County and projects that are underway in high traffic areas. This Sunday, flags will fly at half-staff in observance of National Fallen Firefighters Memorial Service.

Human Resources

Personnel Count:

- Number authorized = **129** full time.
- Number employed = **120** full-time.
- 1 part-time (museum).
- 4 part-time/as needed (Fire Fighters)

Vacancies:

- 1 UB Clerk
- 1 Dispatcher
- 1 Sewer Plant Operator Trainee
- 1 Public Works Director
- 1 Building Inspector
- 1 Police Officer
- 1 Police Sgt.
- 1 Fire Fighter
- 1 Investigator

Hiring Actions:

- Public Safety-One working a notice
- UB Clerk interviews- Oct. 1st offer pending
- Public Works Director- Apps under review

Complaints: None

Safety / Training: Rebate from Humana \$7,489.00

Worker's Comp Claims: 1-Slip and fall, 1-insect bite

Finance

- Hosted interviews for vacant billing clerk position. We held 3 interviews and 2 of the 3 seemed to be very qualified. The interview team consisted of Roxanne Brown, Robert Eastman, and Bradley Smith. We will be providing a job offer to one of the selected candidates soon. Special thanks to Ms. Brown and Mr. Eastman for their insight and questions during the interview process.
- Utility Billing completed their second round of billing in the new software. The team will continue to grow more efficient as they spend more time in the software. Roxanne and Morgan continue to work hard in implementing our new processes and learning the new functionality of the software. Continued thanks to Roxanne and Morgan for working so hard. Special thanks to April and Deb who have stepped up to cover the vacant clerk position with little interruption in customer service.
- Finance department continues to prepare for the 6-month audit. We are also looking at new options to better utilize state contracts to help the city save money. We try our best to save dollars anywhere we can because we know they add up over time.
- Met with a team from public works and utility billing to discuss path forward regarding making city works orders electronic. We hope to be able to utilize technology to respond more quickly to our customers and efficiently complete work orders.

Public Safety

- The police department arrested 9 subjects during this period: 6 for DUI, 2 for battery (family violence), and 1 for aggravated stalking
- Criminal investigation division had 7 cases assigned and closed 23 cases
- The fire department responded to 16 calls: 8 fire calls and 8 medical calls
- The Public Safety Department would like to wish a Happy Birthday to F/F Hesterman, F/F Knox, and F/F Killi
- Officer Nieves (T-1) and Officer Alvarez (T-2) participated in a multi-jurisdiction training session with Fort Gordon Military Police on traffic collision reconstruction
- Public Safety would like to welcome newly assigned Officer Katherine Williams to road patrol
- Public Safety would like to thank Investigator Samuel Long for 5 outstanding years of service to the City of Grovetown and wish him well in his new career with the District Attorney's office
- Congratulations to newly assigned road patrol Officer Sibert for successfully completing the Field Training Officer program

[Leisure and Recreation \(L&R\) Services](#)

Parks & Facilities Updates:

- Cut grass at City Hall, Goodale Park, Kiddie Park, L& R Maintenance & 2nd Ave. Cemetery
- Removed dirt from the parking lot (front and back) at Planning & Development
- Trimmed back overgrowth along the parking area/roadway at Goodale Park
- Replaced the pump and cleaned the fountain at Veterans Park
- Added mulch to the flower bed out front of L& R Maintenance & Planning/Development

Facilities Maintenance:

- A total of 14 work orders this week: 5 at Municipal Court, 4 at the Planning & Development, 2 at the Fire Department and Leisure/Recreation and 1 at the Water Department

Fleet Maintenance:

- *Leisure & Recreation*
 - Ford F-550 Dump Truck: Routine Service
 - Club Car Golf Cart: Replace tires and repair strobe light
 - Utility Trailer: Repair rear axle (outsourced) – Not complete
- *Public Safety*
 - Ford Police Sedan: Replace Battery
 - Chevy Tahoe: Replace tires
- *Public Works*
 - Chevy Silverado Pickup Truck: Repair exhaust (outsourced)- Not complete
- *Streets*
 - GMC Sierra Pickup Truck: Steering Issue (outsourced – warranty work)
- *Water/Sewer/Storm Water*
 - Hustler Mower: Replace PTO belts – completed from last week
 - Gravely Mower: Replace PTO and Deck Drive Belts – Completed from last week
 - O'Brien Jetter: PTO/Clutch Issue – Completed from 4 weeks ago
 - John Deere 310J Backhoe – Repair and replace tires (outsourced)

Rental & Member Updates:

- 8 new rental contracts and 6 returned contracts with payment
- Facilities and fields were utilized a total of 20 hours
- 2 new memberships

Event & Program Updates:

- *Community Yard Sale* – Saturday, October 10th at Goodale Park from 9am until 1pm; 7 confirmed vendors
- *Autumn Festival & Trunk or Treat*- Friday, October 23rd at Liberty Park from 6pm-9pm; 17 confirmed vendors & 5 confirmed trunk or treat registrations
- *Military Day Event*- Saturday, November 7th at Veterans Park from 11am-3pm; 8 confirmed vendors

Information Technology

- Completed the setup of Wi-Fi at P&D.
 - The ability to upgrade Wi-Fi across the city has greatly increased as the system worked perfectly.
 - Manual setup at City Hall and then transport to a City location that results in instant Wi-Fi access when connected to the internet.
- Incode issues continue as they are still dealing with the intrusion into the corporate IT systems (Phones and Communications).
 - There still has not been any further indications that client data has been put at risk.
 - Their ability to handle phone calls and to use client assistance tools such as Bomgar (remote computer access) has not been restored.
- Excess equipment continues to cause issues as upgrading to Windows 10 fails often.
 - The managing/monitoring agents used by Corsica continue to reload after uninstalling them.
 - Continue to engage Corsica to resolve the issue, but it is more time consuming than I would like.
- Getting bids for the re-wiring of the newly built A/V booth in the Council Chambers will be the focus next week.
- Currently preparing for a City-wide full network/IT inventory to be completed by the end of the year.

- This will consolidate a database of where all IT equipment is located, the serial numbers, and the users of the equipment.

Water / Sewer and Stormwater Departments

General:

- Met with residents on Railroad Avenue and Simoni regarding stormwater problems
- Met with water department and a Jason Whinghter from Ivey homes regarding placement of water taps in the newest phase of Carrolton

Project Updates:

- **Pump Stations:** Horizon South Station- framed and prepped for concrete pad installation and electrical conduit, tapped into existing manhole and tied into the existing system, 3rd and final manhole delivered and being prepared for installation
- Butler Creek- framed and prepped for concrete pad installation and electrical conduit
- **Christmas Lights:** ongoing, making progress
- **Effluent force main:** continued work

Water/Sewer/Stormwater Departments:

- 11 History reports completed
- 43 locates performed
- Repaired 4 service line leaks
- Installed 2 new meters in various locations
- Performed cut-on's and cut-offs for delinquent accounts
- Changed out old cut off valves at several addresses that were broken
- Continued work on the pond on Independence way
- Preparing road cuts for the county to asphalt for us
- Grass was cut at the Robinson Avenue tank and 3rd Avenue tank
- Cut the grass and edged along all the sidewalks around the plant

Streets and Sanitation department:

- 22.6 tons of bulk waste and 12.26 tons of yard waste picked up and taken to Advance Disposal.
- 27 bags of litter collected
- 53 work orders completed
- Grass was cut on Horizon South Parkway, Wrightsboro Rd, Old Wrightsboro Rd, Robin Lane, Whiskey Rd, Trudeau Trail, Bennett St, Elm St, Saxton Ct, Walton Dr, Pinetree St, Phinizy St, Dodge Lane, Howell St, Fiske St, Dorn 2nd, 3rd, 4th, 5th, and 6th Avenues.
- Bushes cut back along Harlem-Grovetown Rd

Planning and Community Development

General:

- 45 Inspections this week
- Deer Hollow Phase two, responded to tractor fire, environmental impact remediation.
- Department of Community Affairs has officially Approved City's request for deadline extension for the final submission of Comprehensive Plan to June 30, 2021.

Event Update:

- October 1, 2020 – Board of Zoning Appeals, 6:00 PM, at the Council Chambers, City Hall to consider a Conditional Use Permit Application. BZA voted unanimously to Approve CUP application for Car Wash with Staff conditions as presented. The subject property is part of Cedar View Farms, next to Walmart Market and Gas Station.
- On September 29th, Elaine Mathews and Harmit Bedi met with Mr. Mark Ivey, Ivey Group / Homes, LLC, to discuss the connection and extension of Whiskey Road from Brighton Woods Development Project and Traffic Light at Horizon South Parkway and John Hoffman Way. To get more details and information additional meetings are proposed with the Columbia County and State DOT.

Upcoming Meetings:

- October 13, 2020 – Comprehensive Plan Stakeholder’s Meeting, at the Council Chambers, City hall. This will be Official # 3 Meeting.

Code Enforcement Update:

- Vacant parcel 105 Fisk, researching ownership to require property cleanup
- 601 E Robinson removing tires, citizen concerned regarding mosquitoes
- Responded to Starling Drive for prohibited parking of “tractor trailer”
- Issued four violation notices along Ashton Way, overgrown grass and one abandoned vehicle near 3025 Ashland Way
- 1105 Fawn Forest, requiring cleanup of solid waste
- 5606 Wrightsboro Rd. working to resolve zoning requirements for new occupancy
- Deer Hollow Phase two, responded to tractor fire, environmental impact remediation
- Monitoring construction sites for illegal food vendor (permits required along with licensing)
- 203 Fifth Avenue, overgrown grass/trash, NOV issued
- Inoperable vehicle near intersection of Senators Ridge/Independence, NOV posted
- Working with developer to implement corrective measures for water runoff at residential lots on Blackberry Ct. in Pepper Hill
- Request for history of violations or outstanding issues for parcel located on Lory Lane

- *Pump stations*

Both sites have been framed and prepped for concrete pad installation and electrical conduit installed.

Lewiston – tapped into existing manhole and tied into existing system. Third and final manhole delivered and ready to begin installation.

- *Effluent Force Main*

24” line being installed to station 153+00 & silt fence installation being completed today.

- *Georgia Ironworks*

have not begun work on tapping into Watermain.

- *Deer Hollow*

Digging retaining pond and grading.
Getting ready to bore sewer line under Euchee Creek tomorrow.

- *Brighton Apartments*

working in / on buildings

- *Pepper Hill Stormwater*

3 weir inlets installed
Landscaping almost complete

Public Information Office

- Out of the office Monday-Wednesday
- Kept up with social media, website, and Help Desk from home during that time (as needed)
- Finished ordering last minute camera/ studio equipment, filled out Requisition Request Form and sent to Mayor Jones for approval
- Checked on Teddy Bear Event for Mayor Jones (to take place in December)
- Interviewed with Augusta Chronicle about how the City is continuing to encourage COVID-19 safety during Halloween (Autumn Festival, Trunk or Treat at Liberty Park October 23rd), encouraging creative ways to hand out candy while you Trick-or Treat safely.
- Spoke with Major Eastman about Public Relation efforts regarding Drug Take Back Day October 24th.

Key Events

- **Community Yard Sale – Saturday, October 10th at Goodale Park; 2 confirmed vendors**
- **Work Session/Council Meeting- Monday October 12,2020 City Hall 6:00 PM. (in person)**
- **October 13, 2020 – Comprehensive Plan Stakeholder’s Meeting, at the Council Chambers, City hall. This will Official # 3 Meeting.**
- **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**

Closing Comments – Thanks to all our employees for their hard work and dedication to the City.

Enjoy the rest of your day,

Mayor Gary E. Jones

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