



SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING

April 8, 2022

Good Afternoon,

On Wednesday, City officials attended an expansion celebration at GIW Industries, Inc. They have greatly expanded their Grovetown facility which has enhanced their production capabilities in the world marketplace. They are an international company with several locations, including the main facility here in Grovetown. They have always been good neighbors and we commend them for their investment in this community and for the jobs they provide to many Grovetown residents.

Three major events are scheduled for the month of April 2022. The Spring Fest will be held on Saturday, April 9th at Liberty Park from 10AM to 3PM. Many vendors will be on hand for the event. On April 15th and 16th, the first ever rodeo in Grovetown will also be held at Liberty Park with great entertainment for the whole family. Gates open at 5PM. Georgia Cities Week will be celebrated in Grovetown April 24th-30th. Please check our social media pages for more information.

We continue working on budget preparation for all departments of the City. Thank you to all our department heads for their hard work and to our Finance Department employees for making sure all budget requirements are met.

We also thank our PIO for the series of articles published during Women's History Month. Great job!

In addition, we'd like to thank our building maintenance crew for installing new landscaping around the Municipal Court Building and for placing ferns in Veterans Park.

PUBLIC SERVICE ANNOUNCEMENT TO RESIDENTS:

*The CDC has recently revised its guidelines for COVID-19, helping communities determine steps to take based on the most current data by introducing COVID-19 Community Levels (Low, Medium, and High). Currently, Grovetown is at a **LOW** level. This means that the CDC recommends staying up to date with COVID-19 vaccines and getting tested if you have*

symptoms. You may choose to mask at any time; mask recommendations may change if cases and hospitalizations in the area begin to rise. The pandemic has impacted City operations at all levels, including some of our third-party providers. Various departments may at times operate with smaller crews due to COVID-19. Employees are required to quarantine according to CDC guidelines after contracting or being exposed to the virus. Their absences, while temporary, may negatively affect the City's ability to provide on-time services. The City would like to thank residents in advance for their understanding during this time.

If your trash can is missed during pickup, please contact Grovetown City Hall at 706-863-4576, Ext. 450.

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 the Planning Department 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.

Human Resources

Personnel Count

- Number authorized = **144** full-time.
- Number employed = **126** full-time.
- 1 part-time (Museum).
- 4 part-time/as needed (Firefighters)

Vacancies (18)

- 3 Road Patrol Officer
- 2 Public Safety Dispatcher
- 2 PT Firefighter/EMT
- 1 Sewer Plant Operator Class 2 License
- 1 Sewer Plant Operator Class 3 License
- 1 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Sewer Dept.) [using 2 temp. employees to augment staffing]
- 1 Light Equipment Operator (Water Dept.) [using 2 temp. employees to augment staffing]
- 1 Light Equipment Operator (Streets) [using 7 temp. employees to augment staffing]
- 1 Light Equipment Operator (Stormwater) [using 1 temp. employee to augment staffing]
- 1 Heavy Equipment Operator 2 (Streets)
- 1 Light Equipment Operator (Parks & Recreation)
- 1 Water/Sewer/Maintenance Supervisor
- 1 Administrative Assistant Municipal Court
- 2 ***Frozen Position***

Hiring Actions

- 1 Firefighter/EMT/Medical Officer – Fire Department started on 4/2/2022
- 1 Police Officer-Road Patrol – Police Department started on 4/4/2022
- Interviewed 1 applicant for Stormwater Light Equipment Operator on 3/6/2022

- Interviewed 3 applicants for Water Light Equipment Operator on 3/6/2022
- 1 Program Assistant – Leisure and Recreation tentative start date is on 4/12/2022

Safety/Training/Wellness

- Safety Talk: **The Golden Rule of Driving**

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
- Updating several job descriptions to be presented to City Council
- Completed GCIC LMS and NCJ Orientation training

Police Department

- Police Department arrested 1 subject during this period:
 - 1 for failure to appear
- Criminal Investigation Division had 11 cases assigned and closed 4 cases.
- Police Department would like to welcome Officer Cami Fleming to the city of Grovetown.

Fire Rescue

- Fire Department responded to 20 calls:
 - 10 Medical and 10 Fire calls.

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: Cleaned shop, washed vehicles, and cut grass
- Liberty Park: Cut grass
- Newmantown Rd. Welcome Sign: Cut grass and weeded flower bed
- Euchee Creek Trails: Cut grass and cleaned off trails
- Veterans Park: Installed hooks and draped ferns on the pavilion and gazebo

Rental & Member Updates

- 5 new rental contracts with 3 contracts returned with payment
- Facilities and fields were utilized a total of 91 hours
- 1 new gym membership

Fleet Maintenance

- **Stormwater/Sewer**
 - Ford F-250 Utility Truck: Replaced front tires
- **Street Department**
 - Ford F-250 Pickup Truck: Routine service
 - Ford F-750 Dump Truck: Routine service

- **Public Safety**
 - Chevy Tahoe: Routine service
 - Chevy Tahoe 2: Routine service
- **Leisure and Recreation**
 - Chevy Silverado: Routine service
 - John Deere Mower: Replaced blades and ignition switch

Facility Maintenance

- A total of 13 work orders for this week:
 - 4 at City Hall, 2 at Police Department, 2 at Sewer Plant, 3 at Liberty Park, 1 at Courthouse, and 1 at the Street Department.

Programs/Events

- Maverick's Fitness will be held every Monday and Wednesday from 6:15PM-7:15PM and Martial Arts Classes are held every Tuesday and Thursday from 6PM-7:30 PM.
- Spring Fest: Saturday, April 9th from 10AM-3PM, at Liberty Park Community Center
- American Hero Pro Rodeo: April 15th and 16th, at Liberty Park Community Center; gates open at 5PM and show starts at 7:30PM

Information Technology

- This week we focused on updating Incode and Office365 licenses.
- Received the new Wi-Fi access points and have already prepped several for install
 - Installs will continue into next week.
- The thunderstorm caused the Wi-Fi at City Hall to malfunction and other departments experienced the same.
- We have currently met with 2 different vendors for the IT renovations at the Court.
 - We will also need to add a carpentry vendor for dais and bench construction.
 - We have reached out to several vendors for the carpentry construction with no dates yet set.
- We currently have a quote from Pollock to install cables at the Police Station for Wi-Fi.
 - We expect that Wi-Fi will be installed next week for them.
- We ordered and setup a new City phone for Quantice at the Streets Department.
- Metrics for the week were normal at 12 tickets.
 - The issues were typical with password issues and printing/scanning issues being the highest call volume

Public Works

Water Department Reports

- 129 work orders completed this week
- 11 locates
- Completed monthly Fluoride sampling
- Cleaned out road patches and asphalted the area
 - 6 total
- Maintained beautification at:
 - Lottie Ln. well lot
- Assisted Sewer Department in repairing gravel road washout at WWTP

Sewer Department

- Repaired piping system for lime lines at WWTP
- 2 employees at Wastewater Class 3 training throughout the week
- Analyzed and monitored treatment processes at WWTP:
 - Monitored pH, nitrogen, and phosphorus levels
 - Tested for settleability and solids in treatment basins and aerobic digester
 - Conducted a 5-day Biochemical Oxygen Demand (BOD) analysis to ensure compliance with permit and water quality standards
 - Conducted bacteriological testing to ensure proper disinfection of treated effluent prior to discharge
- Cut grass around plant and fields for April rodeo
- Pulled pumps at Euchee Creek lift station

Stormwater Department

- Helped Water Department complete a water tap
- Checked all ponds after Wednesday's storm
- Worked on projects for the April Rodeo

Streets and Sanitation Department

- Bulk and yard waste was up this week to 28.09 tons
- Litter pick-up was up this week with 12 bags of litter on the main thoroughfare
- Ran street sweeper in Grove Landing and Spring St.
- Potholes and driveways were fixed and cleaned on Sycamore Cir. and Grove Landing

Infrastructure Inspections Department

- Developmental infrastructure inspections: 14
- FOG inspections/Pump outs: 2
- Inspector is attending Wastewater Class 3 training throughout the month

Sparkle Carwash

- Construction still ongoing – preparing pads and columns for vacuum stations

Deer Hollow Section 3

- Construction still ongoing – installing sewer lines and manholes; running into problems due to the granite rock

Brighton Park Apartments

- Building of homes is on-going

Berzelia Commons

- Comcast will be boring; estimated date of work/boring to start in this area is April 18th due to the Masters.

Planning and Community Development

General

- Our Code Enforcement Officer, Leigh Lackey, has received Level I Certification from the Georgia Association of Code Enforcement Officials (GACE). Congratulations, Leigh!
- Our Director of Planning and Community Development, Ronnie Kurtz, attended GIW Industries' celebration of its manufacturing facility expansion at 5000 Wrightsboro Road on behalf of the City on April 6th.

- At the April 7th Board of Zoning Appeals Meeting, Board members elected Carla Harrison as Chair and Sara Majewski as Vice Chair for the remainder of the year. The Board also adopted a set of bylaws governing their hearing procedures.
- 48 total building inspections.

Meeting Update

- Planning Commission
 - 04.21 Meeting:
 - 320 Newmantown Rd.: Request to annex and rezone to CC6.
 - 408 Newmantown Rd.: Request to annex and rezone to CC6.
 - The following to facilitate an approximately 100-home subdivision:
 - 301 Old Berzelia Rd./Parcel# G14 001: Request to annex and rezone to R-2.
 - 301 Old Berzelia Rd./Parcel# G14 001A: Request to rezone to R-2.
 - Old Berzelia Rd./Parcel# G14 001B: Request to rezone to R-2.
 - 215 Old Berzelia Rd.: Request to rezone to R-2.
- BZA
 - 04.07 Meeting:
 - 305 E Robinson Ave.: Approved request to reduce parking stall size and quantity.
 - 5221 Wrightsboro Rd.: Approved request to reduce parking stall size.
 - 05.05 Meeting:
 - 220 Summerfield Cir.: Request to encroach rear yard setback.

Code Enforcement Update

- 16 signs removed from Public ROW
- 16 notices issued for outstanding business license renewals
- Inoperative/Abandoned Vehicles
 - 1 NOV
- Parking Violations
 - 4 warnings
- Property Maintenance
 - 1 NOV
 - 1 warning
- Solid Waste/Trash
 - 2 warnings
- Obstruction of ROW
 - 1 NOV
 - 1 warning
- 19 cases deemed in compliance
- 1 response to civil concerns
- 5 permit checks for construction jobs within the city

DEVELOPMENT PROGRESS CHART

DATE: April 8, 2022

<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</u>	<u>1</u>			<u>Site work is on going</u>
<u>2</u>	<u>Sparkle Car Wash</u>	<u>1</u>			<u>Site work is on going</u>
<u>3</u>	<u>Therapy Trails</u>	<u>1</u>			<u>Expect site work to begin soon</u>
<u>Residential</u>					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</u>	<u>55</u>	<u>86%</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>Highland Hills, Section 2 (32 Apartments in 4 Buildings)</u>	<u>32</u>	<u>25</u>	<u>78%</u>	<u>No change</u>
<u>4</u>	<u>McCoy's Creek Section 6 (53 Single Family Homes)</u>	<u>49</u>	<u>37</u>	<u>70%</u>	<u>1 C/O</u>
<u>5</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>105</u>	<u>38</u>	<u>35%</u>	<u>4 C/Os</u>
<u>6</u>	<u>Caroleton, Phase 2 (73 Single Family Lots)</u>	<u>73</u>	<u>71</u>	<u>97%</u>	<u>No change</u>
<u>7</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>38</u>	<u>-</u>	<u>-</u>	<u>3 Permits</u>
<u>8</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>7 bldgs. (35 units)</u>	<u>5 bldgs. (28 units)</u>	<u>60%</u>	<u>No change</u>
<u>9</u>	<u>Brighton Woods Townhomes Section 2 (66 Townhomes)</u>	<u>37</u>	<u>15</u>	<u>23%</u>	<u>No change</u>
<u>10</u>	<u>Shephard Square Section 4 (7 Single Family Homes)</u>	<u>7</u>	<u>7</u>	<u>100%</u>	<u>Project complete</u>
<u>11</u>	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>110</u>	<u>-</u>	<u>-</u>	<u>4 Permits</u>
	<u>Number of Renovation Permits Issued</u>	<u>15</u>			
	<u>Number of New Construction Permits Issued</u>	<u>7</u>			
	<u>Total Number of Permits Issued</u>	<u>22</u>			

New Business Licenses Issued: 5					
Renewal Business Licenses Issued: 6					

Citywide Projects

Pump Stations

- All pump stations and accompanying force mains are online and running except for Butler Creek which is waiting on power. Georgia Power was on-site this week working on getting power to the station.
- Flyght was on-site April 7th to diagnose issues with pump number two at Euchee Creek.

Old Louisville Road Booster Station

- Booster station is now online. Coordination continuing with Columbia County and City of Grovetown to get line disinfected and in use.
- Pressure reducing valves are set to be tested with manufacturer's representative April 20.

Public Information Officer

- Posted April 2022 edition of The Mayor's Corner newsletter to City website and social media
- Edited and printed Women's History Month biographies for display at Grovetown Museum
- Alerted the public to inclement weather via social media
- Alerted the public to delays in trash pickup via social media and City website
- Attended GIW Expansion Celebration with members of City leadership on 4/6/2022
- Posted public notice for 4/19 Budget Off-Site Meeting
- Interviewed employees for highlight on social media
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *Spring Fest: Saturday, April 9th, from 10AM-3PM, at Liberty Park Community Center*
- *Council Meeting will be held on Monday, April 11, 2022, at 6PM in the Council Chambers at City Hall*
- *Planning Commission will have a meeting on Thursday, April 21, 2022, at 6PM in the Council Chambers at City Hall*
- *American Hero Pro Rodeo: Friday and Saturday, April 15th and 16th at Liberty Park Community Center; gates open at 5PM and show starts at 7:30PM*

Closing Comments

Please plan to join us at Liberty Park on Saturday, April 9th for the Spring Fest. 20,000 eggs have been ordered for this event. There will be face-painting and many other family activities. Also remember the Rodeo Event on April 15th and 16th!

Gary E. Jones, Mayor

