



***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING  
November 23, 2022***

*Good afternoon,*

***Happy Thanksgiving to all citizens of the City of Grovetown! City offices will be closed from noon on November 23<sup>rd</sup> until November 28<sup>th</sup> at the normal business hour to celebrate the Thanksgiving holiday. Trash normally picked up on Thursday will instead be taken care of on Friday.***

*The Grovetown Christmas Parade will be held on December 3<sup>rd</sup>, 2022, at 10AM. It will begin at John Huffman Way near Augusta Tech and will conclude at the Neighborhood Walmart. The Christmas Festival will be at 4PM on the same day at Liberty Park, where the tree lighting will take place at dark. Everyone is invited to attend!*

*Please be reminded that curb-side pickup is for bulk garbage and yard waste, not for household trash. Be sure yard waste is placed at the curb on Sunday night in the appropriate week for pickup in your neighborhood. Also be reminded that we do not pick up tree debris when it is cut by a company; it is the responsibility of the company to move it.*

***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.*

*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.*

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

*Citizens are encouraged to submit comments about the City's Zoning Code Revision project to [jbush@cityofgrovetown.com](mailto:jbush@cityofgrovetown.com). Follow this link for the information page on the City's website:*

- <http://cityofgrovetown.com/304/Zoning-Code-Revision>

*We have several job openings in the City. For those who may be seeking employment, please visit our website at [www.cityofgrovetown.com](http://www.cityofgrovetown.com).*

## **Human Resources**

### **Personnel Count**

- 152 full-time number authorized
- 130 full-time number employed
- 1 part-time (Museum)
- 6 part-time/as needed (Firefighters)
- 6 temp. agency employees in Streets & Sanitation
- 4 temp. agency employees in Water/Sewer

### **Vacancies (22)**

- 1 Human Resources Technician
- 1 Utility Billing Clerk
- 1 Road Patrol Officer
- 2 Traffic Officer
- 3 Public Safety Dispatcher
- 1 Firefighter/EMT
- 1 Utility Services Director
- 1 Sewer Plant Operator Class 3 License
- 1 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Recreation)
- 1 Light Equipment Operator (Sewer)
- 2 Light Equipment Operator (Streets)
- 1 Heavy Equipment Operator 2 (Streets)
- 1 Meter Maintenance Technician Coordinator
- 4 \*\*\*Positions to be advertised at a later date\*\*\*
- 3 Part-Time Firefighter/EMT

### **Safety/Training/Wellness**

- Safety Talk: **The Hazards of Fatigue!**

### **Hiring Actions**

- Extended 1 conditional job offer for Part-Time Firefighter/EMT - Fire Dept. 11/21/2022
- Extended 1 conditional job offer for Light Equipment Operator – Leisure and Recreation Dept. 11/22/2022

- Extended 1 conditional job offer for Light Equipment Operator – Streets and Sanitation Dept. 11/22/2022
- 1 Firefighter-Fire Dept. potential start date of 12/4/2022

### **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

### **Finance**

- Continued working on year-end audit

### **Police Department**

- Police Dept. arrested 5 subjects during this period:
  - 2 for DUI (Less Safe and Speeding)
  - 2 for Grovetown Warrants (Driving with a Suspended License)
  - 1 for Criminal Trespass (Family Violence)
- Criminal Investigation Division had 5 cases assigned and closed 5 cases
- Inv. Patrick Brown and Inv. Randell Kiefert successfully completed a 40-hour Sexual Assault Investigations course on 11/18
- Cpt. Christopher Powell and Sgt. Michael McDaniel successfully completed a 40-hour Computer Voice Stress Analysis course on 11/18
- K9 Officer William Jenkins successfully completed a 160-hour Basic Canine Narcotic Handlers course on 11/18
- Police Dept. would like to wish Ms. Loida Hubbard a speedy recovery
- Police Dept. will be providing 67 Thanksgiving meals to local citizens on 11/24

### **Fire Rescue**

- Fire Department responded to 13 calls:
  - 8 medical
  - 5 fire
- Hosted NPQ Fire Officer II class on 11/21; this class will be conducted over the next couple of weeks while personnel who attend complete Fire Officer projects and engage in classroom activities
- FireCatt Hose Testing was onsite to test our fire hose on 11/27-11/28; in 2 days, over 15,000 feet of hose was tested

### **General Services**

- Leisure and Recreational Shop: Cleaned shop, washed vehicles, and cut grass
- Goodale Park: Cut grass
- Grovetown Trails at Euclaw Creek: Cleaned off trails

- Municipal Court: Cleaned parking lot
- Working on Christmas lights

### **Rental & Member Updates**

- 4 new rental contracts with 2 contracts returned with payment
- Facilities and fields were utilized a total of 26 hours
- 1 new gym membership

### **Fleet Maintenance**

- **Stormwater/Sewer Dept.**
  - Ford F-250: Routine service
  - Hustler Mower: Routine service
  - Ford F-750: Routine service
  - Ford Transit Van: Installed battery isolation switch
- **Streets and Sanitation Dept.**
  - Big Tex U-Dump Trailer: Replaced tire
  - Utility Trailer: Replaced tires
- **Police Dept.**
  - Chevrolet Tahoe: Routine service
  - Chevrolet Tahoe: Replaced tires
- **Leisure and Recreation Dept.**
  - John Deere Gator: Routine service
  - John Deere Mower: Routine service

### **Facility Maintenance**

- A total of 8 work orders for this week:
  - 2 at City Hall, 1 at Liberty Park, 1 at Fire Dept., 1 at Museum, 2 at Fleet Maintenance, and 1 at Streets and Sanitation Dept.

### **Streets and Sanitation Dept.**

- 3 service orders
- Picked up 35 bags of litter on the main thoroughfare
- Picked up 15.49 tons of bulk and yard waste
- Continuing to hang Christmas lights around town
- Used Street Sweeper to clean Old Berzelia Rd. and Hayne Dr.

### **Upcoming Events/Programs**

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Old-Fashion Christmas Parade: 12/3/2022 at 10AM starting at John Huffman Way
- Christmas Festival: 12/3/2022 from 4PM-8PM at Liberty Park

## **Information Technology**

- Conducted final meeting with Tyler Technologies for MyGrovetoTown app
- Implemented ability for IT Dept. to remote into all computers
- Currently experiencing ongoing issue with a Life Cycle computer replacement in Utility Billing
- Calls for Service were at 10, fairly high for a 2.5-day week

## Utility Services

- Please be advised to put your trash can out the night before your pick-up day

### Water Dept.

- 34 service orders
- 93 locates
- 3 histories
- Repaired 1 water leak
- Changed out 1 meter in Grove Landing
- Changed out 1 broken curb stop in Taylor Circle
- Cleaned out road cut patch and repaired with concrete and asphalt at Lottie Ln./Wadsworth Ct.
- Assisted in cutting grass at City's abandoned landfill

### Stormwater Dept.

- 1 service order
- Jetted storm drainpipes for residents on VFW Rd.
- Cleaned ditch line and added riprap for residents on VFW Rd.
- Assisted in cutting grass at City's abandoned landfill
- Assisted Sewer Dept. crew with troubleshooting/maintenance of lift station at Liberty Park

### Infrastructure Inspections

- 19 developmental infrastructure inspections
- Conducted FOG inspections at Wings & Philly, Armando's Pizza, Mi Rinconcito, Sista Sista Soul Food, Papa Johns, China Wok, Pizza Hut, and Little Caesars
- Assisted contractors at Walmart Marketplace with determining a property-side water leak; located and assisted with turning irrigation meter off and notified store manager
- Assisted resident to locate and uncover manhole on his street to get size and depth of sewer line for future sewer tap
- Used CCTV video to look in a storm drain at vacant property on Katherine St. to determine if it ties into a manhole; GMC has an upcoming project and was inquiring about this line
- Continuing to monitor Comcast boring in Deer Hollow phase 1 and on Harlem Grovetown Rd.
- Began monitoring AT&T boring in Summerfield

### *Deer Hollow Section 3A*

- Continuing to build homes; no infrastructure work this week

### *Deer Hollow Section 3B*

- Performed vacuum test on manholes

### *2<sup>nd</sup> Ave. Water Line/Storm Pipe Upgrade*

- Shockley contractors back on-site at 118 2<sup>nd</sup> Ave. after they came in 11/19 and repaired water service; they also grassed area where dirt was piled up and equipment parked

### *Rivercrest Townhomes*

- Earthworks contractors on-site continuing to haul off excess dirt from project

### Sewer Dept.

- 2 service orders

- Cleaned chemical room at WWTP
- Performed maintenance at Liberty Park gym lift station

**WWTP Employees**

- Conducted permit-required process control testing of raw and treated wastewater
  - All results for weekly reports were in permit
- Conducted monthly checks on all eye wash stations
- Ran, cleaned, and greased all fittings for belt press
- Calibrated Parshall flume
- Replaced lime hose and roller for lime feed system
- Yearly calibration performed on Analytical Balance scale

**Planning and Community Development**

- The City of Grovetown Department of Planning and Community Development held an informational meeting in the Council Chambers of Grovetown City Hall, 103 Old Wrightsboro Road, on Tuesday, August 30, 2022, at 6:00 PM to discuss the City’s zoning code revision. Video of the event is on the City’s Facebook. Citizens are encouraged to submit comment throughout the process to [jbush@cityofgrovetown.com](mailto:jbush@cityofgrovetown.com). Follow this link for the information page on the City’s website:
  - <http://cityofgrovetown.com/304/Zoning-Code-Revision>
- 19 total building inspections

**Meeting Update**

- Planning Commission
  - 12/15 Meeting: No Agenda.
- BZA
  - 12/1 Meeting: No Agenda.

**Code Enforcement Update**

- Inoperative/Abandoned Vehicles
  - 2 NOVs
- Parking Violations
  - 1 NOV
  - 5 warnings
- Obstruction of ROW
  - 1 NOV
- 11 cases deemed in compliance

**DEVELOPMENT PROGRESS CHART**

**DATE: November 23, 2022**

<b><u>Sr. No.</u></b>	<b><u>PROJECT NAME And Project Details</u></b>	<b><u>Building Permits Issued</u></b>	<b><u>CO Issued</u></b>	<b><u>% of Project Completed</u></b>	<b><u>Comments</u></b>
<b><u>Commercial</u></b>					
<u>1</u>	<u>Dunkin Site (4 Unit Building)</u>	<u>3</u>	<u>1</u>	<u>25%</u>	<u>Tasty Wings and Seafood buildout underway</u>

<b>Residential</b>					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</u>	<u>59</u>	<u>92%</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>McCoy's Creek Section 6 (52 Single Family Homes)</u>	<u>50</u>	<u>49</u>	<u>94%</u>	<u>No change</u>
<u>4</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>105</u>	<u>90</u>	<u>82%</u>	<u>No change</u>
<u>5</u>	<u>Deer Hollow Section 3A (54 Single Family Homes)</u>	<u>12</u>	<u>-</u>	<u>0%</u>	<u>No change</u>
<u>6</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>27</u>	<u>26%</u>	<u>No change</u>
<u>7</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>47</u>	<u>35</u>	<u>74%</u>	<u>No change</u>
<u>8</u>	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>52</u>	<u>39%</u>	<u>No change</u>
<u>9</u>	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>Site work in progress</u>
	<b>Renovation Permits Issued</b>	<b>8</b>			
	<b>New Construction Permits Issued</b>	<b>0</b>			
	<b>Total Permits Issued</b>	<b>8</b>			
	<b>New Business Licenses Issued: 2</b>				
	<b>Renewal Business Licenses Issued: 0</b>				

### Public Information Officer

- Observed Allen Transou Remembrance Day via City website, social media, and digital sign
- Updated digital sign at City Hall
- Launched marketing campaign for MyGrovetown app via City website and social media
- Alerted public to delay in trash pickup service via City website and social media
- Created script for upcoming *Christmas in Grovetown* video
- Informed City leaders of upcoming community events
- Attended 11/22 virtual meeting for MyGrovetown app
- Registered members of City leadership for upcoming events
- Updated City website
- Promoted events in/around Grovetown via social media

### Upcoming Events/Programs/Meetings

- *Old-Fashion Christmas Parade: 12/3/2022 at 10AM starting at John Huffman Way*
- *Christmas Festival: 12/3/2022 from 4PM-8PM at Liberty Park*



- ***City Council Meeting: 12/14/2022 at 6PM in the Council Chambers at City Hall***

### **Closing Comments**

*Christmas lights will be turned on throughout the City on Thanksgiving night. We sincerely hope you all enjoy this festive season. Many thanks to our employees who do such a great job displaying our lights and decorations. Happy Thanksgiving to each and every one!*

*Gary E. Jones, Mayor*

