



**THE CITY OF
GROVETOWN**
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
March 24, 2023

Good afternoon,

This week, our City lost former Mayor Dennis Trudeau. Words cannot adequately express the appreciation for all he did for his country and for this City. A tribute is posted on the City's Facebook page that captures sentiments from those who knew him. Please take time to visit our Facebook to learn more information about the contributions made in his honor.

On Wednesday, our City was well represented at the Columbia County Chamber of Commerce Executive Luncheon Series event held at Savannah Rapids Pavilion. Those attending were Councilmembers Ceretta Smith and Dr. Deborah Fisher, City Administrator Elaine Matthews, Director of Planning and Community Development Ronnie Kurtz, and PIO Jordan Johnson. The program was enjoyed by all.

Please be reminded curb-side pickup is for rough 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 a company cuts it. 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.

We have several job openings in the City. For those who may be seeking employment, please visit our website at www.cityofgrovetown.com/jobs.

Human Resources

Personnel Count

- 152 full-time number authorized
- 126 full-time number employed
- 1 part-time (Museum)
- 5 part-time/as needed (Firefighters)
- 1 part-time, temporary (Planning and Community Development)

Vacancies (26)

- 1 Human Resources Technician
- 1 Road Patrol Sergeant
- 1 Road Patrol Officer
- 2 Traffic Officer
- 3 Public Safety Dispatcher
- 1 City Planner
- 1 Utility Services Director
- 1 Sewer Plant Operator Class III License
- 1 Sewer Plant Operator Trainee
- 3 Light Equipment Operator (Water)
- 2 Light Equipment Operator (Streets and Sanitation)
- 1 Heavy Equipment Operator 1 (Streets and Sanitation)
- 1 Administrative Assistant – Municipal Court
- 1 Administrative Assistant – Utility Services
- 1 Administrative Assistant – Administration
- 1 Meter Maintenance Technician Coordinator
- 4 ***positions to be advertised at a later date***
- 3 Part-Time Firefighter/EMT

Hiring Actions

- 1 Communications Officer – Police Dept. started on 3/20/2023
- Interviewed 1 applicant for Light Equipment Operator – Water/Sewer Dept. on 3/23/2023

Safety/Training/Wellness

- Hearing Hazards: Choosing & Using Ear Protection

Worker's Comp Claims

- One broken nose

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

Police Department

- Police Dept. arrested 16 subjects during this period:
 - 5 for DUI (Open Container, Failure to Maintain Lane, Unlawful Use of Wireless Device, and No Turn Signal)
 - 4 for Driving While License Suspended (Unlawful Use of Wireless Device, Headlight Requirement, No Insurance, and No Valid Insurance)
 - 2 for South Carolina Warrant (Conspiracy, Obtaining Goods by False Pretenses)
 - 2 for Driving Without a License (No Insurance, Headlight Requirement, and cancelled registration.
 - 1 for Columbia County Sheriff's Office Warrant. (Failure to Appear)
 - 1 for Richmond Count Sheriff's Office Warrant (Exploitation of Disabled or Elderly)
 - 1 for Criminal Trespass
- Criminal Investigation Division had 6 cases assigned and closed 13 cases
- Conducted in-service training on 3/23; topics included search and seizures, and stop stick training
- Happy Birthday to Dispatcher Christian Rhaney
- Welcome to the City of Grovetown, Dispatcher Haley Kitchens

Fire Rescue

- Fire Rescue responded to 40 calls:
 - 26 medical
 - 14 fire
- Municipal Equipment Services was onsite to perform annual flow testing of Self-Contained Breathing Apparatus (SCBA) and mask fit testing for all personnel
- Shift 2 conducted Pump Operator training at Grovetown Middle School
- Assisted both Augusta-Richmond County Fire Dept. and Columbia County Fire Rescue with structure fires

General Services

- Leisure and Recreation Shop: Cleaned shop and washed/cleaned interior of all General Services vehicles
- Goodale Park Dog Park: Cut grass
- Liberty Park: Cut grass and dragged all baseball fields; cleaned and sanitized bathrooms and cut grass at cemetery
- Parham Rd./Water Dept.: Beginning stages of clearing front of land and removing overgrown debris from fence line

Facility Maintenance

- Completed 9 work orders:
 - 1 at City Hall, 1 at Liberty Park, 2 at Courthouse, 2 at Fleet Maintenance, 1 at Police Dept., and 2 at Fire Rescue

Fleet Maintenance

- **Utility Services**
 - Ford F-250 Utility Truck: Replaced driver's side view mirror (V131)
- **Streets and Sanitation Dept.**
 - Ford F-750 Dump Truck: Routine maintenance (V94)
 - Hustler Mower: Replaced blades and rear tire (E155)
 - Hustler Mower: Repaired flat tire (E154)
- **Public Safety**
 - Ford Transit 350 Police Van: Sublet to dealer for electrical repairs (V140)

Streets and Sanitation Dept.

- Picked up 23 bags of litter on main thoroughfare
- Collected total of 35.41 tons of bulk and yard waste
- Repaired potholes throughout Grove Landing subdivision
- Removed debris and cut back overgrowing limbs at Goodale Ct. and Ford Ave.
- Utilized Street Sweeper to clean Summerfield subdivision
- 7 work orders

Rental and Member Updates

- 3 new rental contracts with 2 contracts returned with payment
- Facilities and fields were utilized a total of 99 hours

Upcoming Events/Programs

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM-7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM-7:30PM
- Spring Fest: 4/1/2023 from 11AM-2PM
- Summer Jam: 6/17/2023 from 12PM-6PM

Utility Services

Water Dept.

- 23 locates
- 66 service orders
- 4 histories
- 1 water leak repaired
- 5 state samples completed
- Cut grass around WWTP
- Cleaned and organized service trucks
- Cleaned out and asphalted 3 road cut repair patches
- Conducted departmental safety meeting

Stormwater Dept.

- Assisted Sewer Dep. with sewer issue
- Repaired inside and outside of stormwater catch basin (Jarrow Pl.)
- Completed cleaning and jetting ditch line on Wrightsboro Rd.

- Cut grass at Bryan Cove and Martha's Vineyard retention ponds

Sewer Dept.

- Conducted daily checks on all lift stations

WWTP Employees

- Conducted permit required laboratory testing
- Conducted daily checks and operations
- Belt pressed 36 tons of sludge

Infrastructure Inspections

- Conducted 15 developmental infrastructure inspections.
- Addressed several water lines that were hit during fiber boring in Summerfield and Reynolds Pond subdivisions
- Conducted daily inspections at:
 - Deer Hollow Sections 3A and 3B
 - Rivercrest Townhomes
 - Brighton Park Apartments
 - 2nd Ave.
 - 109 Old Thomson Rd.
 - Caroleton Townhomes
 - Dollar General – Pepperhill

Information Technology

- Replaced all but 1 computer for this year's life cycle replacements
 - 23/24 lifecycle replacements completed
- Replaced 2 monitors for City Clerk due to age and functionality
 - This depleted our bench stock and we ordered 4 more monitors
- Replaced scanner with multi-functional desktop printer in Utility Billing
- Sourcing 3 new laptops for bench stock replacement
- 11 calls for service

Planning and Community Development

- The Planning Commission held a public hearing on 3/16 to discuss the City's zoning code revision. Video from the event is archived on the City's Facebook page.
 - City Council will consider the amendment on **4/10** at 6PM in the Council Chambers at City Hall
 - A draft copy of the code revision is now live. Citizens are encouraged to submit comment throughout the process to rkurtz@cityofgrovetown.com, and visit this link for the information page on the City's website:
 - <http://cityofgrovetown.com/304/Zoning-Code-Revision>
- Our team welcomed Ms. Maria Cook, Regional Representative for Sen. Warnock, for a tour of the City and to discuss potential federal assistance on 3/20.
- Board of Zoning Appeals and Planning Commission members attended the Vision 2035 class provided by Columbia County at their government complex on 3/21.
- Director Ronnie Kurtz attended the Association of the U.S. Army (AUSA) Greater Augusta-Ft. Gordon Chapter's monthly Breakfast and Briefing on 3/21; the speaker was

Mr. Sal James, Deputy to the Special Operations Forces Element for the Cyber Center of Excellence, who spoke about the role of Special Operations on Ft. Gordon.

- Our Director attended the Rotary Club of Columbia County West’s weekly luncheon on 3/21.
- Our Director attended the Columbia County Chamber of Commerce Executive Luncheon Series event at Savannah Rapids Pavilion on 3/22. The speaker was Laila Salguero, Chief Diversity, Equity, and Inclusion Officer of Peraton.
- Our Director virtually attended the Georgia Planning Association’s weekly Policy and Advocacy meeting on 3/24.
- 25 total building inspections

Meeting Update

- Planning Commission
 - 4/20 Meeting:
 - Request to approve Final Plat for 111 Howell St.
 - Request to approve Final Plat for 329 and 337 Whiskey Rd.
 - ANX 23-001: Request to annex ±4.25 Acres at 769 Chamblin Rd./Parcel #062-023
 - RZ 23-001: Request to rezone ± 4.25 Acres at 769 Chamblin Rd./Parcel #062-023 from RA (Columbia County Zoning) to C-2.
- BZA
 - 4/6 Meeting: No Agenda

Code Enforcement Update

- 6 cases deemed in compliance
- 19 signs removed from public ROW
- Parking Violations
 - 1 NOV
 - 2 warnings
- Property Maintenance
 - 1 NOV
 - 2 warnings
- Obstruction of ROW
 - 1 NOV
- 4 responses to civil concerns

DEVELOPMENT PROGRESS CHART

March 24, 2023

Sr. No.	PROJECT NAME And Project Details	Building Permits Issued	CO Issued	% of Project Completed	Comments
Commercial					
1	Dunkin’ Site (4 Unit Building)	3	2	50%	No change
2	Dollar General (Pepperhill)	1	-	-	Site work in progress
Residential					

1	Grove Landing, Section 5 (64 Single Family Homes)	64	59	92%	No change
2	Brighton Landing, Section 2 (67 Single Family Homes)	68	60	90%	No change
3	McCoy's Creek Section 6 (52 Single Family Homes)	50	49	94%	No change
4	Deer Hollow Section 2 (110 Single Family Homes)	105	92	84%	No change
5	Deer Hollow Section 3A (54 Single Family Homes)	22	4	7%	No change
6	Caroleton Phase 3 (103 townhomes)	42	30	29%	No change
7	Robin Landing Townhomes (47 Townhomes)	47	35	74%	No change
8	Rivercrest Townhomes (45 Units in 18 Buildings)	-	-	-	Site work in progress
	Renovation Permits Issued	9			
	New Construction Permits Issued	0			
	Total Permits Issued	9			
	New Business Licenses Issued: 2				
	Renewal Business Licenses Issued: 3				

Public Information Officer

- Scheduled and participated in interview with The Augusta Press
- Provided correspondence with WRDW regarding media inquiry
- Created and submitted April 2023 Mayor's Corner newsletter for distribution
- Submitted preliminary Georgia Cities Week schedule
- Posted public notice regarding 3/23 City Council work session cancellation via City website and social media
- Updated City website
- Shared weather alert from NWS regarding 3/20 freeze watch
- Corresponded with Grovetown Library and Grovetown Elementary regarding potential Georgia Cities Week participation
- Highlighted City employees via social media
- Wrote memorial tribute for former Mayor
- Attended 3/22 Columbia County Chamber of Commerce Executive Luncheon Series event
- Shared alert regarding basketball courts/walking track closures via social media
- Shared alert from Columbia County regarding 3/24 prescribed burn notice via social media
- Updated bulletin board at City Hall
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *Spring Fest: 4/1/2023 from 11AM-2PM at Liberty Park*
- *City Council Meeting: 4/10/2023 at 6 PM in the Council Chambers at City Hall*
- *Planning Commission Meeting: 4/20/2023 at 6PM in the Council Chambers at City Hall*
- *Summer Jam: 6/17/2023 from 12PM-6PM at Liberty Park*

Closing Comments

Spring is finally upon us and in just a few days our community will welcome the Masters Tournament. Thanks to all who keep our town clean and safe. Have a great weekend.

Gary E. Jones, Mayor

