

Good afternoon from the Mayor's Corner. Here are the Significant Acts for the week of August 21st.

Initial Notes

This has been a very busy week for our City and all employees are working hard doing the City business each day to the best of their ability. I sincerely appreciate the commitment and teamwork displayed by everyone.

The Sewer Treatment Plant Office was landscaped this week.

Human Resources

Personnel Count number authorized = 129 full time; number employed = 124 full-time (Up 1); 1 part-time (museum); 5 part-time / as needed (firefighters)

- vacancies – 6 (**Up one**): 2 each Police Officers, Public Works Director, Building Inspector, 1 Code Enforcement Officer and Lab Technician

Hiring Actions

- from the two background checks begun for Police Officer candidates- both candidates rejected.

Resignations - City Administrator

Safety / Training & Worker's Comp Claims – One dog bite, one insect bite

Finance

- Submitted 2019 financial statements to the following entities to allow the City of Grovetown to remain off the delinquency list: Georgia Department of Audits and Accounts; Department of Community Affairs; and the Carl Vinson Institute of Government.
- Submitted CARES Act funding summary for the City's submission to keep first phase of CARES Act funding.
- Completed Biennial Retirement survey required by the State Auditor in accordance with Section 41-1-3 of the O.C.G.A.

Public Safety

- the Police Department arrested 10 subjects during this period: 7 for DUI; 1 each for aggravated assault, probation warrant and parole hold
- Criminal Investigation Division had 4 cases assigned and closed 24 cases

- The Fire Department responded to 7 calls: 2 fire calls and 5 medical calls
- The PS Department would like to wish a happy birthday to Lt. Derrick Smith and FF David Bullard.

Leisure and Recreation (L&R) Services

Parks & Facilities Updates

- cut grass at Euchee Creek Trails, 201 E Robinson Ave., P&Z Building, Liberty Park Municipal Court and City Hall, Kiddie Park, Municipal Co

Facilities Maintenance

- a total of 8 work orders this week: 3 at City Hall, 2 at the Municipal Court; and 1 each at the Fire Department, Museum and Fleet Maintenance.

Fleet Maintenance

- 1 job from last week completed
- Replaced a trailer tire for Leisure & Rec
- Public Safety Department
 - Dodge Charger: routine service, tires and possible fuel pump issue (completed)
 - Ford Interceptor – routine service, replaced battery and two tires
 - Ford Interceptor – inspected front end, replaced marker lights and center caps
- Streets
 - Ford F-250 Pickup Truck – flat tire
 - Hustler Mower: leaking wheel motor seal (outsourced to dealer – new equipment)
 - Hustler Mower: leaking wheel motor seal (outsourced to dealer – new equipment - not complete)
- Water/Sewer
 - Gravelly Mower – replaced PTO belt

Rental & Member Updates

- 5 new rental contracts and 3 returned contracts with payment
- facilities and fields were utilized a total of 12 hours
- 4 new gym membership

Event & Program Updates

- *Family Movie Night* – postponed to Friday, September 11th alongside our Food Truck and Farmers’ Market Event.
 - Friday, September 11th at Liberty Park on the Gym Field at Dusk (approx. 8:45pm); limited space available, reservations required at \$5.00 per family, food vendors will be present
 - we are showing *How to Train Your Dragon - The Hidden World* – 20 registrations (83 guest) & 2 vendors
- *Food Truck & Farmer’s Market event*
 - Friday, September 11th at Liberty Park; 6 confirmed vendors
- *Fall Archery Program*
 - Tuesdays beginning August 25th through September 29th from 6pm to 6:45pm or 7pm to 7:45pm at Liberty Park Community Center
 - 19 registrations (limited to 20 registrations due to COVID-19 regulations)
- *Adult Kickball Program*
 - Mondays and Thursdays beginning September 14th through November 2nd from 5:30pm to 8:30pm (1 hour per game, 2 games per night)
 - \$25 per person, 12 persons per team max (8-person minimum); registration opened on Monday, August 10th

Miscellaneous

- Leisure and Recreation Services Director participated in the Leadership Columbia County orientation and meet the class event this week; with the Finance Director will participate in the 10-month long program
- Basketball courts at Goodale Park will be closed due to Covid-19 Guidelines not being followed. Basketball Courts will be closed Friday, August 21st at 2:30 pm and will re-open on Monday at 7am.
- Basketball Courts will be closed every Friday at 2:30 pm and remain closed through the following Monday at 7am. This is in effect until further notice.

Information Technology

- Continuation of formatting of excess equipment

- 10% completion as IT worked out that most computers will not update with a Corsica agent.
 - IT now has the application to remove all agents and expect much faster progress through next week
- Replaced 1 switch at the Courthouse
 - Resulted in better internet for the users and allows for network management
- The A/V booth upgrade for the council chamber is moving forward with very reasonable bids,
 - We expect work for building the booth to begin as early as next week or the beginning of September
- There was a lot of work that needed to be done this week to revoke City Administrator's access and/or give access to others
 - Email, phones, cell phone, security cameras, network access, door access, Incode access all had to be revoked or transferred
- Ordered and received all UB equipment for Incode compatibility.
 - UB needs new receipt printers and Handheld scanners for use with Incode. It is now all on hand except for one power cord
- Incode is now live with Utility Billing
 - A huge "Job Well Done" for Brian and the UB Team as we no longer are using CSI for their department
 - Bradley and Kristal have been instrumental in the implementation of Incode. They also deserve copious praise.
 - We have more work to do but this is a monumental step for City Hall's conversion to our new operating system.
 - This puts us squarely at 80%+ completion in our conversion process to Incode from CSI.
- The new Wifi Access points have shipped but were not received this week. IT expects to move forward with our Wifi refresh early next week.

Public Works

Interim City Administrator met with John McClellan from G. Ben Turnipseed Engineers to receive and update on about 14 ongoing projects. She will forward the information to Mayor and Council in a separate report. The Kiddie Park road should be completed next week.

- Phase 3 Effluent Force Main – clearing and grubbing the area where the sewer line will be installed (no change)
- Pump Stations

- Horizon South Parkway - waiting for manholes to arrive (no change)
- Butler Creek Pump Station – valves and pipework are still being performed
- Christmas Lights – made contact with the Columbia County traffic department; they are looking into what needs to be done to move any equipment on City utility poles (on going project)

Streets and Sanitation Department

- Collected 13.77 tons of bulk waste, 116.42 tons of yard waste, and 16 bags of litter; completed 34 work orders
- Continued to clean up branches and debris from last week's storm
- Ordered reflectors for the recently installed concrete divider separating the turn lane into Northlake Subdivision from the thru lane when traveling west on Harlem Grovetown Road; this painting will make the divider easier to see in times of low illumination and poor weather
- Cut grass in several areas of town.

Water / Sewer and Stormwater Departments General

Met with the Interim City Admin., the finance Director along with John McClellan to go over the projects we have ongoing

Coordinated with GDOT to get an area on Robinson Avenue at the City limits toward Gordon Hwy cleaned out for drainage purposes

Met with P&D department and John McClellan regarding several projects

We had Fine Lines landscaping company install landscaping around our control building, Pics below

Project Updates

- **Pump Stations:** Horizon South Station- still ongoing
- **Butler Creek-** still ongoing
- **Christmas Lights** still ongoing

- **Effluent force main:** still working on clearing, a shipment of pipe was delivered

Water/Sewer/Stormwater Departments

- 4 History reports completed
- 23 locates performed
- Repaired 7 service line leaks
- Read radio and manual meters
- Repaired some erosion problems on Cobblestone drive, re-seeded the area
- Started cutting the pond on Reynolds Circle
- 9 new meters were installed in various locations
- Participated in the warranty walk-thru of the treatment plant
- Landscaping was installed at our control building
- Cut grass around the plant

Planning and Development

General:

104 Inspections this week

Comprehensive Plan Citizen's Survey posted on the City Website on August 10, 2020

Sonny Serigney, Code Enforcement Officer, transferred to Water Department

Meeting Update:

Form Based Committee Meeting was held on Wednesday, July 29th at 6:00 PM at the Council Chambers, City Hall. The Committee voted unanimously to approve and forward their recommendations to the Mayor and City Council for their acceptance. The Committee recommendations will be considered by the Council during the regular meeting of August 10th.

The Mayor and City Council during the regular meeting of August 10th unanimously voted to approve and adopt the recommendations of text amendment and map area modification forwarded by the Form Based Code Committee.

Upcoming Meetings:

No meeting next week related to Planning and Community Development Department

Code Enforcement Update:

- Finished demolition/cleanup of dilapidated mobile home on 303 Dorn Street
- Addressed several parcels with overgrown vegetation

- Assisted Columbia County Animal Services in capturing lost canine and returning to owner
- Frequent and often heavy rains have increased monitoring of soil erosion control on active construction sites
- Working to establish line of communication with a local HOA to require mowing of "common area"
- Participated in pre-construction meeting for next phase of Deer Hollow, significant potential for impact of state waters, will require increased monitoring
- Issued verbal warning to several drivers/owners of "tractor trailers" regarding prohibited parking in residential zoned areas
- Worked with developer to cut/mow an area adjacent to Richmond County; developer will also apply herbicide to help eliminate weeds at fence line where mower was unable to cut
- Visited to observe condition of dilapidated structures at Walton Drive.

Public Information Officer

- * Census week for the City. Volunteers with the Greater Augusta's Interfaith Coalition Total Count team assisted with the effort
- * Press Release regarding 2020 Census Week
- * Press Release regarding City Administer Resignation
- * Posted several jobs on City Website
- * Posted and managed all social media platforms
- * Rotary Board Meeting
- * Interview with WRDW regarding 2020 Census
- * Friday Regular Rotary Meeting Duties as Public Relations Chair
- * Managed Help and Information Desk- more than 35 calls and walk-ins to include Code Enforcement, Streets, Notary, Trash Pick-up from Advanced Services (medical emergency with person on duty that day)
- * Finished connecting the new monitor in the City Hall lobby and completed numerous slides regarding the City. They will play in rotation throughout the day.
- * Posted Comprehensive Plan Survey for Planning and Development on Facebook and City website
- * Notified public that the Planning and Zoning meeting for this week was cancelled

Development Progress Update

Effluent Force Main

Clearing and Grubbing and laying out materials

Raw Sewage Pump Stations

Working on the Butler Creek pump station

Brighton Apartments:

Working on the buildings and the apartments they will let us know when the next paving is ready

Georgia Iron Works

Has not started work tying the water in the ROW

Crew out there today by gate # 1, working on gas line.

Deer Hollow:

Mulching and clearing stumps. Started installing the silt fence.

David Carlin, Maintenance, will be shutting down pedestrian trail Tuesday, August 25th and Wednesday August 26th around the bridge to allow clearing of sewer easement.

James St. Drain

Duffie has began work

Pepper Hill Drain

Installing last of storm drain inlets

General

Key Events

- August 17th – John Waller Resigned his position as City Administrator
- **August 27th – Work Session, 6:00 p.m., via Zoom (*changed from August 24th, the fourth Monday of the Month; from now on Work Sessions will be held the fourth Thursday of the Month*); also, GMA Workforce Development Meeting (Virtual), 1:00 p.m.**
- **August 28th - All Staff Meeting – Liberty Park at 2pm.**
- September 9th – Staff Update, 10:00 a.m., Zoom; *also*, Board of Zoning Appeals, *if needed*
- September 4th – City Offices Closed at Noon, Staff Released Early for Labor Day Weekend
- September 7th – Labor Day, City Hall and Offices Closed
- September 9th – Com-plan Update Meeting, 6:00 p.m., Council Chambers

- **September 10th – Columbia County Chamber of Commerce “State of the Community” Dinner, Columbia County Exhibition Center**

Closing Comments – Thanks to all city employees for their hard work. We go forward using the TAPP method of operation – Teamwork, Accountability, Productivity and Professionalism. Thanks to our Mayor and Council Members for taking care of all employee needs during the Covid-19 situation. We still have three employees out due to quarantines and hope they will be able to return to work very soon.’

Enjoy the rest of your weekend,

Mayor Gary E. Jones

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