



SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING

May 6, 2022

Good Afternoon,

This week, City officials attended a meeting with Columbia County to discuss the upcoming SPLOST. More information will be posted on this matter as it becomes available.

City Administrator Elaine Mathews, Assistant Administrator Bradley Smith, and Director of Planning and Community Development Ronnie Kurtz attended the Columbia County Chamber of Commerce Post Legislative Breakfast at the Columbia County Exhibition Center. Some of the legislative priorities for 2022 include economic development, transportation and infrastructure, education and work force development, taxes and tax reform, physical and mental healthcare, water and environmental development, agriculture, law enforcement, and Fort Gordon. It was reported that the legislative session was very effective in addressing issues across the state of Georgia.

We are extremely proud of the Grovetown Police and Fire Departments. Our police are busy addressing law enforcement issues that affect us all. Thanks to them for keeping our City safe. On Wednesday, May 4th, we honored our firefighters with a luncheon for National Firefighters Day. They all do an amazing job!

Our Streets Department has a litter detail on weekends to keep our City clean and we appreciate their efforts as well.

As time permits, please drive by Veterans Park. Colorful new plants have replaced old dying shrubs and the fountain has been repainted. New rose bushes have also been planted around the sign at City Hall.

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.

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.

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
- 1 Police Operations Lieutenant
- 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
- 1 ***Frozen Position***

Hiring Actions

- 1 promotion, Caitlin Roman, to Environmental Compliance Manager/Wastewater Plant Operator 4/16/2022

- 1 re-rating, Curtis Saxton, to Crew Leader – Street & Sanitation Department on 4/16/2022
- 1 Light Equipment Operator-Water & Sewer Systems-Stormwater Department tentative start date on 5/9/2022

Safety/Training/Wellness

- Safety Talk: **Work Zone Safety**
- GO365 Rebate \$6,617.32

Worker's Comp Claims

- 1 minor fall injury

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
- Coordinating harassment training through LGRMS
- Interviewed 2 applicants for Water/Sewer/Maintenance Supervisor on 05-04-2022
- Interviewed 2 applicants for Light Equipment Operator – Street & Sanitation and Sewer Systems on 5/4/2022

Police Department

Police Department arrested 13 subjects during this period:

- 2 for Aggravated Stalking
- 2 for Battery
- 1 for Disorderly Conduct
- 1 for Burglary
- 1 for DUI
- 1 for a Warrant through Richmond County S.O.
- 1 for a Warrant through Columbia County S.O.
- 1 for Driving While Unlicensed and Failure to Maintain Lane
- 1 for Possession of Marijuana with Intent to Distribute
- 1 for Criminal Attempt Entering Auto and Possession of Controlled Substance
- 1 for Entering Auto with Intent to Commit a Theft
- Criminal Investigation Division had 11 cases assigned and closed 8 cases
- Police Department collected 87.2 pounds of prescription pills from three locations (CVS, Walgreens, and Station #1) on Saturday, April 30th
- Police Department would like to thank Reserve Officer Rodney Williams, TAC Officer Naise Gordon, and Records Clerk Loida Hubbard for volunteering their time with the Drug Takeback Program
- Police Department would like to thank Administrative Assistant/TAC Officer Gordon for the sacrifice she has been making to keep the Communication Department staffed.

- Chief Kitchens and members of the Police Department participated in Fort Gordon's Safety Day Program on 5/6/2022.
- Police Department would like to wish Reserve Officer Rodney Williams a very happy Birthday!

Fire Rescue

- Fire Department responded to 16 calls:
 - 8 medical calls and 8 fire calls
- Congratulations to Firefighter James Glasscock for passing his NPQ Apparatus Operator Pumper Certification.
- May 4th was International Firefighters Day; an appreciation lunch was provided for the Fire Department. Thank you to all fire personnel for your hard work and dedication, and to those who extended their appreciation to the Fire Department.
- Fire crews conducted an Automatic Aid Training Session with Columbia County Fire Rescue on May 4th.
- Fire Department personnel participated in the Fort Gordon Safety Day on May 6th; personnel demonstrated the Fire Safety House and the Brush Truck.

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: Cleaned, organized shop, washed vehicles, and cut grass
- Liberty Park: Cut grass
- City Hall/Veterans Park: Removed dead bushes and planted flowers around veterans wall and water fountain.
- Euchee Creek Trails: Cut grass, cleaned off trails
- 2nd Avenue cemetery: Cut grass
- Municipal Court: Cut grass and repaired sprinkler system

Rental & Member Updates

- 6 new rental contracts with 7 contracts returned with payment
- Facilities and fields were utilized a total of 83 hours
- 2 new gym memberships

Fleet Maintenance

- **Stormwater/Sewer**
 - Gravelly Mower 1: Replaced deck belt
 - Gravelly Mower 2: Replaced belt and tensioner spring
 - Ford F-250 utility truck: Routine service
 - Chevy Silverado 1: Replaced flat tire
 - Chevy Silverado 2: Routine service and rotated tires
- **Street Department**
 - Hustler Mower 1: Replaced rear tire
 - Hustler Mower 2: Replaced blades and deck bolts
 - Chevy Silverado: Routine service
 - D2E U-Dump Trailer: Replaced tire

- **Public Safety**
 - Chevy Tahoe 1: Routine service, replaced front and rear pads and rotors
 - Chevy Tahoe 2: Replaced tire
 - Chevy Silverado: Routine service
- **Leisure and Recreation**
 - Chevy Silverado: Routine service
 - John Deere mower: Routine service

Facility Maintenance

- A total of 14 work orders for this week:
 - 4 at City Hall, 1 at Police Department, 1 at Sewer Plant, 4 at Liberty Park, 2 at Courthouse, 1 at the museum, and 1 at Planning and Development.

Upcoming Programs

- Maverick's Fitness: Monday and Wednesday 6:15PM–7:15PM
- Martial Arts Classes: Tuesday and Thursday from 6PM–7:30PM
- Queen Diva's Line Dance Class: May 21st from 12PM– PM and June 11th from 12PM-4PM
- Grovetown Summer Jam: June 25th at Liberty Park from 5PM–10PM

Information Technology

- Installed a new compatible and preset Wi-Fi access point for the Watchguard video vehicular download
 - Requires more testing but Watchguard video consoled in and determined that Wi-Fi was set up properly
 - Once either T-1 or T-2 vehicles try to download their camera data we will resolve any other issues
- Issue with Evidence Library at Police Dept. was resolved when a resource setting was fixed on their server
- Moving forward with project to get a cellphone app that directly interacts with City departments
 - Met with TextMyGov
 - PIO was able to join this presentation and was excited about this project; thanks Jordan.
- Installed a stand-up desk for City Staff Accountant
- Updated and made orders for new personnel on Verizon cell phone account
- Received and installed 4 monitors purchased by Police Department
- Resolved issue with Court where Planters' equipment failed due to power issue
- Worked on open records request
- Calls for Service volume was very high at 23
 - Computer, printer, and log-in issues were the main issues this week

Public Works

Water Department Reports

- Work Orders were up again this week to 168
- Locates more than tripled this week from 28 to a whopping 94

- Assisted Streets and Sanitation Department with a road patch repair on Old Berzelia Rd.
- Assisted Leisure and Recreation Department with bush hog and arm mover at trails off Reynolds Farm Rd.
- Monthly fluoride samples were taken
- Monthly TTHM samples were taken
- Replaced 4 broken water meter boxes
- 5 histories were performed

Sewer Department

- Jetted manholes and checked lift stations
- Crews excavated and repaired a groundwater issue at the Wastewater Treatment Facility control building
- Cleaned the basement pit at the effluent building at WWTP
- Assisted Leisure and Recreation Department with bush hog and arm mover at trails off Reynolds Farm Rd.
- Gave tours of WWTP plant as part of Georgia Cities Week; 9 citizens attended
- Conducted preventative maintenance on the Digester
- Pressed over 20 tons of sludge
- 2 employees completed training to obtain their Class III Wastewater License
- Treated and discharged approximately 8 million gallons

Stormwater Department

- Cut 2 ponds in Bryans Cove
- Cut 2 ponds in Summerfield
- Cut 1 pond in Martha's Vineyard
- Cut 1 pond in Liberty Hills
- Cleaned and jetted the driveway pipes on Spring St.
- Assisted the Sewer Department with the groundwater problem at the control building at WWTP
- Assisted the Sewer Department with work orders

Streets and Sanitation Department

- Bulk and yard waste were up this week to 23.24 tons
- Litter pick-up was up yet again this week to 26 bags of litter on the main thoroughfare
- Ran street sweeper on East and West Robinson Ave.
- Potholes and driveways were fixed and cleaned on Williams St., and the corner of Harlem Grovetown Rd. and Old Berzelia Rd.
- Ran litter detail throughout the week and weekend

Environmental Compliance

- Conducted grounds maintenance on the plant and Lakeview Dr.
- Conducted permit-required and process control testing of raw and treated wastewater
 - All treated water samples were in compliance with EPD
- Collected samples from area streams as part of City's long term water quality monitoring program
- Tested water quality samples in house and sent some to local lab for analysis
- Completed Consumer Confidence Report draft
- Had 3 lift stations cleaned

- Conducted daily inspections of 8 lift stations
- Reviewed and submitted monthly water reports for final approval
- Reviewed and compiled monthly operations report for the Wastewater Treatment Facility

Infrastructure Inspections

- Developmental infrastructure inspections this week: 18
- Stormwater Inspections: 2
- Existing Infrastructure Inspections: 2
- Inspector is attending Wastewater Class 3 training throughout the month
- Fiber boring is ongoing:
 - Euchee Lake Subdivision
 - Brighton Park Apartments

Sparkle Carwash

- Installing irrigation lines

Deer Hollow Section 3

- Construction still ongoing – compacting dirt after installing sewer lines

Brighton Park Apartments

- Pouring concrete foundations for homes and putting up stone columns to separate the apartments from the wetland

Brighton Woods and Brighton Landing Phase 2

- Civil Solutions on-site cleaning, jetting, and vacuuming out storm boxes and storm drain lines

Dunkin Donuts

- Contractors on-site installing irrigation lines

Milton Hitt Rd.

- Met with Jeff Gay on-site and was scheduled to meet the boring contractor while they dropped equipment off for this job to start 5/4/2022

Hardy Dr. and Spring St.

- Stormwater crew completed reestablishment of stormwater ditch, uncovering both ends of storm pipe, and cleaned it out.

Planning and Community Development

General

- The first draft of the City’s revised sign code has been released and is available on Facebook and at the City’s website. Concerned members of the public are invited to submit questions via email to Jonathan Bush at jbush@cityofgrovetown.com and attend the **May 19th** Planning Commission meeting and **May 26th** City Council Work Session where the new code will be considered.
- Our Permit Technician, Ms. Joanne Murdock, attended the Georgia Association of Business Tax Officials’ Spring Conference in Valdosta, GA from May 2nd-3rd.
- Our Director of Planning and Community Development, Ronnie Kurtz, attended the Columbia County Chamber of Commerce’s Post Legislative Breakfast on May 6th at the Columbia County Exhibition Center. He heard from representatives of the

City's state legislative delegation on successful initiatives completed at the Georgia General Assembly during this year's session.

- Welcome to Ethan Dent, our new intern, who will be joining us June 6th! Our Director attended the Columbia County Chamber's Signing Day Banquet on May 3rd to celebrate this rising Grovetown High School senior's addition to the team over the summer.
- 101 total building inspections.

Meeting Update

- Planning Commission
 - 5/19 Meeting:
 - Rivercrest Townhomes Preliminary Plat: Request to approve with variance to alter road alignment
 - Consider amendments to City Sign Code
- BZA
 - 5/5 Meeting:
 - 220 Summerfield Circle: Approved request to encroach rear yard setback
 - 6/2 Meeting:
 - 302 Hardy Drive: Request to encroach side yard setback for a parking structure

Code Enforcement Update

- 19 signs removed from Public ROW
- Overgrown Vegetation
 - 38 Warnings
- Inoperative/Abandoned Vehicles
 - 2 NOVs
- Parking Violations
 - 1 Warning
- Property Maintenance
 - 1 Warning
- Solid Waste/Trash
 - 1 Warning
- 3 responses to civil concerns
- 9 permit checks for construction jobs within the City
- 34 cases deemed in compliance

DEVELOPMENT PROGRESS CHART

DATE: May 6, 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>38</u>	<u>72%</u>	<u>No change</u>
<u>5</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>105</u>	<u>43</u>	<u>39%</u>	<u>3 C/Os</u>
<u>6</u>	<u>Caroleton, Phase 2 (73 Single Family Lots)</u>	<u>73</u>	<u>72</u>	<u>99%</u>	<u>No change</u>
<u>7</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>=</u>	<u>=</u>	<u>4 Permits</u>
<u>8</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>8 bldgs. (35 units)</u>	<u>7 bldgs. (32 units)</u>	<u>68%</u>	<u>4 C/Os</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>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>=</u>	<u>=</u>	<u>8 Permits</u>
	<u>Number of Renovation Permits Issued</u>	<u>45</u>			
	<u>Number of New Construction Permits Issued</u>	<u>12</u>			
	<u>Total Number of Permits Issued</u>	<u>57</u>			
	<u>New Business Licenses Issued: 0</u>				

Renewal Business Licenses Issued: 1					

Citywide Projects

Pump Stations

- All pump stations and accompanying force mains are online and running except for Butler Creek; station start-up is being scheduled.
- Both contractors are nearing completion on punch list items.

Public Information Officer

- Registered members of City leadership for 5/6 Columbia County Chamber of Commerce Post Legislative Breakfast
- Interviewed employees for highlight on social media
- Attended 5/3 virtual meeting for branded phone application platform
- Interviewed local athlete for highlight on social media
- Photographed City firefighters for International Firefighters’ Day
- Photographed updated landscaping at various City facilities
- Updated forms on City website
- Donated box fan to local citizen
- Posted agenda for 5/9 City Council meeting to City website
- Updated job listings on City website
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- ***Grovetown City Council will hold a Council Meeting on Monday, May 9th, 2022, at 6PM in the Council Chambers at City Hall***

Closing Comments

We continue to work with Georgia Power/Southern Company on our decorative streetlight project. Within the next few weeks, that project should be moving forward. Thanks to all our elected officials and employees for their hard work.

Gary E. Jones, Mayor

