



## ***SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING***

***May 27, 2022***

*Good Afternoon,*

*Please be aware that City offices will close at noon on May 27<sup>th</sup>, 2022, and will remain closed until May 31<sup>st</sup>, 2022, to observe Memorial Day; we will reopen at 9AM on May 31<sup>st</sup>. On that note, flags will be placed at Veterans Park and in other areas of the City during this period and will remain up for Flag Day and July 4<sup>th</sup>.*

*Memorial Day (previously known as Decoration Day) has been observed in the United States since the 1860s. It is now a federal holiday and is always celebrated on the fourth Monday in May to honor those who died in service to our country. Our flag displays serve as reminders that "all gave some, but some gave all." Out of great respect for those who gave their lives, observe Memorial Day by remembering the sacrifice of brave men and women who fought and died for our freedom.*

*Several of our Grovetown team members attended the Columbia County Chamber of Commerce Grovetown Meet and Greet, held Tuesday morning at the Chamber office here in our City. The event was well-attended by several Chamber members from the area.*

### ***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](http://www.cityofgrovetown.com).*

## Human Resources

### Personnel Count

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

### Vacancies (18)

- 3 Road Patrol Officer
- 4 Public Safety Dispatcher
- 1 Police Operations Lieutenant
- 1 PT Firefighter/EMT
- 1 Water/Sewer Service Technician
- 1 Sewer Plant Operator Class 3 License
- 1 Sewer Plant Operator Trainee [using 4 temp. employees to augment staffing]
- 1 Light Equipment Operator (Streets) [using 6 temp. employees to augment staffing]
- 1 Heavy Equipment Operator 2 (Streets)
- 1 Light Equipment Operator (Parks & Recreation)
- 1 Meter Maintenance Technician Coordinator
- 1 Lab Analyst
- 1 Administrative Assistant Municipal Court
- 1 \*\*\*Frozen Position\*\*\*

### Hiring Actions

- Interviewed 1 applicant for Communications Officer – Police Department on 5/23/2022

### Safety/Training/Wellness

- Safety Talk: **Working Safely with Chainsaws**

### 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
- Coordinating harassment training through LGRMS

## Police Department

Police Dept. arrest 9 subjects during this period:

- 1 for Failure to Appear Warrant (Driving with Suspended License, Possession of Marijuana, Open Container)
- 1 for Failure to Appear Warrant (Driving with Suspended License, No Insurance)
- 1 for Possession of Methamphetamine with Intent to Distribute
- 1 for Aggravated Assault on a Peace Officer, Felony Fleeing
- 1 for Possession of Schedule II Drugs and Possession of Marijuana
- 1 for Probation Violation Warrant (Possession of Marijuana and Disorderly Conduct)
- 1 for Probation Violation Warrant
- 1 for Probation Warrant (Reckless Driving)
- 1 for Court Ordered Arrest
- Criminal Investigation Division had 3 cases assigned and closed 5 cases
- Police Dept. hosted a Standardized Field Sobriety Test (SFST) course from 5/23-5/25 at Fire Station #2
- Congratulations to Investigator Brown, Officer Hughes, and Officer Jenkins for successfully completing the SFST course on 5/25
- Cpt. Powell, Cpl. Gordon, and Sgt. McDaniel completed the Evidence and Property Room Management course held from 5/23-5/24 in Forsyth, GA
- Police Department conducted an interview board for the position of Dispatcher on 5/23

## Fire Rescue

- Fire Dept. responded to 17 calls:
  - 5 medical calls
  - 12 fire calls
- Firefighter EMT Sapp, Firefighter EMT I. Donohue, and Firefighter EMTP Ladousier began an 80-hour (NPQ) Driver Operator Pumper certification class at Columbia County Fire Rescue on 5/23
- Fire Dept. personnel assisted election staff with setup at Fire Station #2 for election on 5/24
- We will begin annual hydrant testing on 5/31; information on testing locations will be posted via social media and City website

## Leisure and Recreation (L&R) Services

### General

- Leisure and Recreation Shop: Cleaned, organized shop, washed vehicles, and cut grass
- Euchee Creek Trails: Cut grass, cleaned trails
- 2<sup>nd</sup> Avenue Cemetery: Cut grass
- Municipal Court: Cut grass
- Historical Park: Cut grass
- Wildflower Garden: Cut grass
- 201 E Robinson Ave.: Cut grass

### Rental & Member Updates

- 6 new rental contracts with 6 contracts returned with payment

- Facilities and fields were utilized a total of 93 hours
- 2 new gym memberships

### **Fleet Maintenance**

- **Stormwater/Sewer**
  - John Deere Gator: Replaced front tires
  - Hustler Mower: Routine service
  - Ford F-250 Utility Truck: Routine service
  - Chevy Silverado: Routine service, replaced tires
- **Street Dept.**
  - Huster Mower: Routine service
  - Chevy 5500 Dump Truck: Repaired electric tarp
- **Police Dept.**
  - Chevy Tahoe: Routine service
- **Leisure and Recreation**
  - Ford F-150: Routine service
  - John Deere Mower: Routine service
- **Planning**
  - Ford F-150: Repaired flat tire

### **Facility Maintenance**

- A total of 10 work orders for this week:
  - 2 at City Hall, 1 at Police Dept., 2 at Sewer Plant, 2 at Liberty Park, 1 at Municipal Court, and 2 at Streets Dept.

### **Programs**

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Queen Diva's Line Dance Class: June 11<sup>th</sup> from 12PM-4PM
- Grovetown Summer Jam: June 25<sup>th</sup> at Liberty Park from 5PM–10PM

### **Information Technology**

- Conducted livestream of 5/26 City Council Work Session
- Replaced 18 old/out of date computer monitors across City for Monitor Refresh Project
- Completed all meetings and research for branded Grovetown cellphone app
  - Currently engaging City leaders to attend a presentation of the 3 apps under consideration and will schedule presentation
- Continued work on installation of 3 new phones at Fire Station #1 due to scheduling issue
- Ordered and received a RAM upgrade for Dispatch
  - Will be returned and re-ordered due to product size
- Received training on network monitoring program that our helpdesk uses
  - Ensures IT Dept. is aware and capable of using network monitoring tools in the future
- Assisted Code Enforcement with VPN and remote log-in to work on computers while still in the field
- Calls for Service were normal this week at 12
  - Tyler ERP Pro 10 (Incode 10) issues led the way this week

## Public Works

### Wastewater Dept.

- Took old pumps from Robinson Ave. lift station to the Xylem warehouse
- Pulled a pump at Grovetown Crossing lift station
- Cleaned chemical room at WWTP
- Ran the route daily
- Cleaned the floats at Dodge Ln. lift station
- Cleared out the lime tubes at chemical room at WWTP
- Cut limbs around WWTP
- Installed a new winch at Grovetown Crossing lift station
- Took a tractor to the shop for maintenance

### Stormwater Dept.

- Helped with a leak using the Vac-truck
- Identified ponds that needed to be cut
- Helped Water Dept. cut grass at water tanks
- Used camera system on a storm pipe in Willowick
- Repaired a sink hole on a storm drain box
- Cut around storm drain box in Pamir Place
- Cut around WWTP pond
- 5 work orders completed

### Water Dept.

- Daily water route
- Locates (109 total)
- Work orders (112 total)
- Histories (11 total)
- Water leaks repaired (2 total)
- Replaced 5 damaged water meters and 1 meter box
- Cut grass at GIW, Trudeau Trail booster station, and VFW well
- Continued cleaning fence line and brush area at 3rd Ave. water tank
- Cut grass at the 3 water tanks/cut grass around the plant
- Hauled off 87 damaged trash cans
- 5 monthly samples
- Cleaned off the fence line at GIW booster station

### Streets Dept.

- Cleaned Wrightsboro Rd., Horizon South PKWY, Robinson Ave., and Harlem Grovetown Rd., with 18 bags of litter picked up on the main thoroughfare
- Fixed and cleaned potholes and driveway on Newmanstown Rd. and Williams St.
- Cut Wrightsboro Rd., all avenues, VFW Rd., and Hardy Dr.
- 21.95 tons of bulk/yard waste picked up
- Attended a class on operating the street sweeper.
- Cut hanging limbs on Newmantown Rd., and started on VFW Rd. and Hardy Dr.
- Cut and cleaned around Parham Rd.

### Environmental Compliance

- Conducted grounds maintenance on the plant

- Pressed over 20 tons of sludge
- Conducted permit-required and process control testing of raw and treated wastewater
  - All treated water samples were in compliance
- Conducted daily inspections of 8 lift stations
- Continued preparation of the Annual Watershed Protection Plan
- Conducted preventative maintenance on the Basin 1 wasting pump
- Congratulations to Sonny Genova for passing his wastewater lab analyst examination!

### **Infrastructure Inspections**

- Developmental infrastructure inspections: 20
- FOG Inspections/Pump Outs: 6
- Stormwater Inspections: 0
- Existing Infrastructure Inspections: 0
- Fiber boring is ongoing:
  - Arbor Springs

### ***Sparkle Carwash***

- Continued work on the vacuum stations; a few parts are on backorder and holding up progress

### ***Deer Hollow Section 3***

- McElmurray contractors installed storm pipe; pond #2 had been mucked out and cleaned; storm boxes/wing traps set, and roadways wet throughout project to keep down the dust; formed inverts in all storm boxes/wing traps and backfilled/compacted over storm pipe

### ***Brighton Park Apartments***

- Contractors on-site building homes framing, digging out foundations to install plumbing; took care of storm box issue and installed conduit on-site next to the garages; pressure washed sidewalks and worked inside apartments

### ***Brighton Landing Phase 2***

- Project complete

### ***Brighton Woods Phase 2***

- Project complete

### ***Dunkin Donuts***

- Contractors planted all trees and bushes, put out pine straw and painted lines for parking spaces, laid and watered sod

### ***Carrollton Townhomes***

- Contractors on-site building homes and installing irrigation lines

### ***Feeder Extension (FIBER) Brighton Park Apartments***

- Project complete

### ***Wrightsboro Rd. Sparkle Carwash Gas Line Bore***

- Project complete

### ***Milton Hitt Rd.***

- Waiting on water tap to be made so contractor can tie in new 2" water service; Mike Mills working with Columbia County to get issue addressed

### ***Cawley Pond***

- Still no work, word of, or contractor sighting on Cawley Pond

## Planning and Community Development

### General

- The City's revised sign code was discussed at the 5/26 City Council Work Session and is available on Facebook and at the City's website. Concerned members of the public are encouraged to view the video archive of the meeting on the City's Facebook. All are invited to submit questions via email to Jonathan Bush at [jbush@cityofgrovetown.com](mailto:jbush@cityofgrovetown.com) and attend the 6/13 City Council Meeting where the first reading will occur.
- Our Director of Planning and Community Development, Ronnie Kurtz, presented before the Columbia County Chamber of Commerce Political Action Committee's Board of Directors on 5/23 regarding potential advocacy efforts for the City's redevelopment powers referendum in November.
- Our Director attended the Columbia County Chamber of Commerce Grovetown Meet and Greet at their Grovetown office on 5/24, where he interacted with local business owners and community leaders as the Chamber pivots towards an active presence in town.
- Our Director virtually attended the Augusta Regional Transportation Study (ARTS) Metropolitan Planning Organization's Policy Committee meeting on 5/24 on behalf of the City. Updates were provided regarding the statuses of regional transportation projects.
- Our City Planner, Jonathan Bush, led a preconstruction meeting with the development team for Rivercrest Townhomes, to be located off Newmantown Rd., on 5/26; we expect site work to begin shortly
- 104 total building inspections

### Meeting Update

- Planning Commission
  - 6/16 Meeting:
    - 105 E Robinson Ave.: Request to rezone to CC 2.
- BZA
  - 6/2 Meeting:
    - 302 Hardy Dr.: Request to encroach side yard setback for a parking structure.

### Code Enforcement Update

- 7 signs removed from public ROW
- Overgrown Vegetation
  - 7 warnings
- Inoperative/Abandoned Vehicles
  - 1 NOV
- Parking Violations
  - 1 warning
- Solid Waste/Trash
  - 2 warnings
- 2 responses to civil concerns
- 4 permit checks for construction jobs within City
- 15 cases deemed in compliance

**DEVELOPMENT PROGRESS CHART**

**DATE: May 27, 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</u>	<u>1</u>			<u>Site work is ongoing</u>
<u>2</u>	<u>Sparkle Car Wash</u>	<u>1</u>			<u>Site work is ongoing</u>
<u>3</u>	<u>Therapy Trails</u>	<u>1</u>			<u>Expect site work to begin soon</u>
<b><u>Residential</u></b>					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</u>	<u>57</u>	<u>89%</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>No change</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>No change</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>No change</u>
<u>9</u>	<u>Brighton Woods Townhomes Section 2 (66 Townhomes)</u>	<u>37</u>	<u>18</u>	<u>27%</u>	<u>3 C/Os</u>
<u>10</u>	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>-</u>	<u>-</u>	<u>No change</u>
<u>11</u>	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>Land Disturbance Permit issued. Expect site work to begin soon.</u>
	<b><u>Number of Renovation Permits Issued</u></b>	<b><u>20</u></b>			



	<b><u>Number of New Construction Permits Issued</u></b>	<b><u>0</u></b>			
	<b><u>Total Number of Permits Issued</u></b>	<b><u>20</u></b>			
	<b><u>New Business Licenses Issued: 0</u></b>				
	<b><u>Renewal Business Licenses Issued: 1</u></b>				

### **Public Information Officer**

- Attended 5/23 virtual meeting for branded phone application platform
- Posted alert to City website and social media regarding Memorial Day office hours
- Updated digital sign at City Hall to reflect Memorial Day office hours
- Registered members of City leadership for 5/24 Columbia County Chamber of Commerce Grovetown Meet and Greet
- Attended 5/24 Columbia County Chamber of Commerce Grovetown Meet and Greet
- Posted info on voting in Columbia County to City website and social media for 5/24 General Primary/Nonpartisan General Election
- Met with Leisure and Recreation Dept. on 5/24 to develop advertising strategy for Summer Jam and created marketing materials for event
- Posted alert to City website and social media regarding 5/31-6/2 hydrant testing and Memorial Day trash pickup
- Met with IT Dept. for upcoming branded phone application platform presentation
- Highlighted City employees via social media
- Photographed Memorial Day/July 4<sup>th</sup> decor
- Posted public notice regarding delays in trash pickup to social media
- Promoted events in/around Grovetown via social media and updated City website

### **Upcoming Events/Programs/Meetings**

- *Board of Zoning Appeals will hold a meeting on June 2<sup>nd</sup>, 2022, at 6PM in the Council Chambers at City Hall*
- *City Council will hold a meeting on June 13<sup>th</sup>, 2022, at 6PM in the Council Chambers at City Hall*
- *Planning Commission will hold a meeting on June 16<sup>th</sup>, 2022, at 6PM in the Council Chambers at City Hall*
- *Grovetown Summer Jam: June 25<sup>th</sup> at Liberty Park from 5PM–10PM*

### **Closing Comments**

*Have a safe and enjoyable Memorial Day and keep in mind the reason behind this holiday.*

Gary E. Jones, Mayor

