



**THE CITY OF  
GROVETOWN**  
**RISING TOWARD ITS FUTURE**  
**WEEKLY ACTIVITIES REPORT**  
*April 14, 2023*

*Good afternoon,*

*Today, a committee meeting was held to discuss methods to improve rough trash pickup. We will be working on new policies as we go forth into the summer season. More information will be published on this in the coming months.*

*An off-site budget meeting will be held on April 21, 2023, at 9AM at the Municipal Court, and it is open to the public.*

*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.*

*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 not emptied 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](http://www.cityofgrovetown.com/jobs).*

## Human Resources

### Personnel Count

- 152 full-time number authorized
- 127 full-time number employed
- 1 part-time (Museum)
- 6 part-time/as needed (Firefighters)

- 1 part-time, temporary (Planning and Community Development)

### **Vacancies (25)**

- 1 Human Resources Technician
- 1 Road Patrol Sergeant
- 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 Dept.)
- 1 Heavy Equipment Operator 1 (Streets and Sanitation Dept.)
- 1 Administrative Assistant – Municipal Court
- 1 Administrative Assistant – Utility Services
- 1 Administrative Assistant – Administration
- 1 Meter Maintenance Technician Coordinator
- 1 Facilities Maintenance Worker
- 5 \*\*\*positions to be advertised at a later date\*\*\*
- 3 Part-Time Firefighter/EMT

### **Hiring Actions**

- 1 Police Officer – Road Patrol – Police Dept. started on 4/10/2023
- 1 Light Equipment Operator – Streets and Sanitation Dept. on 4/10/2023
- Interviewed 1 internal applicant for Police Sergeant – Road Patrol – Police Dept. on 4/11/2023
- Interviewed 3 applicants for Utility Services Director on 4/11/2023
- 1 conditional job offer extended to 1 applicant for Utility Services Director on 4/12/2023
- 1 conditional job offer extended to 1 applicant for Administrative Assistant – Utility Services Dept. on 4/13/2023
- Interviewed 3 applicants for Police Officer – Road Patrol – Police Dept. on 4/13/2023
- Interviewed 1 applicant for Communication Officer – Police Dept. on 4/13/2023

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

- The Golden Rule of Driving

### **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
- Charlie Rothermel with Security Benefits was at City Hall on 4/13 to assist employees with 457 investments

## Police Department

- Police Dept. arrested 17 subjects during this period:
  - 4 for DUI (Failure to Maintain Lane, Improper Passing Emergency Vehicle, and Possession of Marijuana)
  - 3 for Suspended License (Expired Registration, Altered Registration, and Wireless Device)
  - 2 for Driving While Unlicensed and Headlight Requirement
  - 2 for Failure to Appear Warrant (Following too Closely and Driving While Unlicensed)
  - 1 for Theft by Receiving Stolen Property
  - 1 for Theft by Taking (Motor Vehicle)
  - 1 for Possession of a Firearm by a Convicted Felon
  - 1 for Giving False Name to a Law Enforcement Officer, Driving While Unlicensed, No Insurance, and Failure to Stop at Stop Sign)
  - 1 for Interference With a 911 Call and Disorderly Conduct
  - 1 for Probation Warrant
- Criminal Investigation Division had 7 cases assigned and closed 3 cases.
- Happy birthday to Officer Eric Parsons
- Police Dept. would like to welcome Officer Mathew Parsons to the City of Grovetown
- On 4/7, CID conducted a joint operation with the ATF and executed a search warrant on the 4400 block of Grove Landing Dr., seizing 8 firearms (including rifles, shotguns, and pistols), illegal steroids, and prescription medication; target of search warrant was arrested for possession of a firearm by a convicted felon (x8).
- On 4/9, CID responded to the 500 block of Lory Ln. and recovered a stolen motorcycle from Richmond County and an individual was arrested for theft
- Inv. William Rodman attended the Multidisciplinary Case Review Team meeting at the District Attorney's Office on 4/12
- Congratulations to Communication Officer Christian Rhaney on 5 years of service with the City of Grovetown

## Fire Rescue

- Fire Rescue responded to 21 calls:
  - 12 medical
  - 9 fire
- Congratulations to Firefighter Ian Donohue for obtaining his NPQ Fire Instructor Certification
- Shift 1 conducted elevated master stream training on 4/10
- Shift 3 conducted hose evolutions on 4/12

## General Services

### Leisure and Recreation

- General Services: Cut grass, cleaned, and organized office/shop
- Liberty Park: Cleaned/organized storage areas, dragged and chalked baseball fields, cleaned bathrooms/concession area, cut grass, and cleaned gym
- Grovetown Trails at Euchee Creek: Sprayed weed/ant killer and cut grass

- City Hall, Courthouse, and Kiddie Park: Cut grass and treated for ants and weeds
- Goodale Park: Cut grass, treated for ants and weeds, and added topsoil to barren areas in preparation to add grass seed

### **Fleet Maintenance**

- **Utility Services**
  - Fuel Tank Trailer: Installed fuel tank, trailer lights, and repaired jack (E257)
  - GMC 3500 Flatbed Truck: Installed electrical power harness for fuel pump and trailer (V193)
- **General Services**
  - Chevy Silverado 2500 Pickup 4x4: Repaired flat tire (V144)
  - Big Tex U-Dump Trailer: Replaced tire (E195)
- **Public Safety**
  - Chevy Tahoe: Routine maintenance (V109)
- **Fire Dept.**
  - Ford F-150 Pickup: Routine maintenance, tire repair (V90)
  - Ford F-150 Pickup: Routine maintenance (V206)

### **Facility Maintenance**

- Completed 8 work orders:
  - 2 at Liberty Park, 2 at Goodale Park, 1 at Police Station, 1 at Courthouse, 1 at City Hall, and 1 at Water Dept.

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

- Picked up 26 bags of litter on main thoroughfare
- Collected 30.56 tons of bulk and yard waste
- Utilized Street Sweeper to clean Newmantown Rd., Ford Ave., and Spring St.
- 7 work orders
- Employees participated in flagging certification
- Cut grass on City right of ways
- Congratulations to Eric Prano for completing 5 years of service

### **Liberty Park Rental and Member Updates**

- 3 new rental contracts and 5 contracts returned with payment
- Facilities and fields were utilized a total of 114 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
- Summer Jam: 6/17/2023 from 12PM-6PM

## **Utility Services**

### **Water Dept.**

- Ran daily water route
- 194 locates
- 69 service orders
- 3 histories
- 3 water leaks repaired
- 5 state samples completed
- Flow and pressure test conducted at Reynolds Cir.

- 2 curb stops replaced (Creekside Estates)
- Cleaned and organized trucks
- Employees participated in flagging certification
- Cut grass at GIW and Trudeau Tr. booster station; cut grass at Dodge Ln. water tank, Parham Rd. location, and around existing office

#### **Stormwater Dept.**

- Replaced 20 feet of damaged storm drainpipe near GIW
- Replaced 8 feet of damaged storm drainpipe at Pelicans SnoBalls
- Assisted Sewer Dept. as needed on 2 occasions
- Continued clean up at Parham Rd. site
- Employees participated in flagging certification

#### **Sewer Division**

- Conducted daily checks on lift stations

##### **WWTP Employees**

- Conducted permit required laboratory testing
- Conducted daily checks and operations
- Submitted monthly DMR to EPD
- Cleaned disc filters
- Cleared grass clippings from floor drains of pits
- Conducted microscope studies
- Assisted vac truck with cleaning main manhole to plant (grease and rag buildup)
- Discharged 11.32 million gallons treated wastewater

### **Information Technology**

- On hold pending scheduling for Wi-Fi in the Parks project
  - Columbia Broadband Utility providing expertise for equipment install
- Conducted successful livestream of 4/10 City Council meeting
- Installed larger spare monitors for IT cubicle in Council Chambers
- Resolved Dell monitor issue where screens would blackout and then come back on
- Calls for service volume was moderate at 16

### **Planning and Community Development**

- City Council held a first reading of the proposed zoning code amendment on **4/10** at in the Council Chambers and voted to approve. Video from the event is archived on the City's Facebook page.
  - City Council will hold the second reading and vote on adoption on **5/8** at 6PM in the Council Chambers.
  - A draft copy of the code revision is now live. Citizens are encouraged to submit comment throughout the process to [rkurtz@cityofgrovetown.com](mailto:rkurtz@cityofgrovetown.com), and visit this link for the information page on the City's website:
    - <http://cityofgrovetown.com/304/Zoning-Code-Revision>
- Director Ronnie Kurtz attended the Columbia County West Rotary Club's weekly luncheon on 4/11.
- 27 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.
- BZA
  - 5/4 Meeting: No Agenda

### Code Enforcement Update

- 41 cases deemed in compliance
- Overgrown Vegetation
  - 5 NOVs
  - 25 warnings
- Trash Containers
  - 8 NOVs
  - 12 warnings
- 1 response to civil concern

### DEVELOPMENT PROGRESS CHART

April 14, 2023

Sr. No.	PROJECT NAME And Project Details	Building Permits Issued	CO Issued	% of Project Completed	Comments
<b>Commercial</b>					
1	Dunkin' Site (4 Unit Building)	3	2	50%	No change
2	Dollar General (Pepperhill)	1	-	-	Site work in progress
3	Palmetto Industries (Brighton)	-	-	-	Expect site work to begin soon
<b>Residential</b>					
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)	35	7	13%	2 permits 2 C/Os
6	Caroleton Phase 3 (103 townhomes)	42	33	32%	No change
7	Robin Landing Townhomes	47	35	74%	No change

	(47 Townhomes)				
8	Rivercrest Townhomes (45 Units in 18 Buildings)	-	-	-	Site work in progress
	<b>Renovation Permits Issued</b>	<b>13</b>			
	<b>New Construction Permits Issued</b>	<b>7</b>			
	<b>Total Permits Issued</b>	<b>20</b>			
	<b>New Business Licenses Issued: 1</b>				
	<b>Renewal Business Licenses Issued: 1</b>				

### Public Information Officer

- Observed Easter via social media
- Updated digital sign at City Hall
- Alerted public to 4/10 General Services and Planning and Community Development phone/Internet outage and restoration via social media
- Observed National Public Safety Telecommunications Week via social media
- Updated City website
- Photographed 4/10 City Council meeting
- Highlighted City employees via social media
- Scheduled Mayor and Council for “Meet the Mayor and Council Day” Georgia Cities Week event
- Posted public notice for 4/20 Planning Commission meeting via social media
- Created talking points for City leaders
- Contacted Pelicans SnoBalls for participation in Georgia Cities Week
- Shared weather updates from NWS via social media
- Alerted public to 4/17 fire hydrant testing via social media
- Promoted events in/around Grovetown via social media

### Upcoming Events/Programs/Meetings

- *Planning Commission Meeting: 4/20/2023 at 6PM in the Council Chambers at City Hall*
- *City Council Meeting: 5/8/2023 at 6PM in the Council Chambers at City Hall*
- *Summer Jam: 6/17/2023 from 12PM-6PM at Liberty Park*

### Closing Comments

*In our City Council meeting on Monday evening, our City adopted a resolution for the GMA Embrace Civility Program. Grovetown has been recognized by GMA as a participating City.*

Gary E. Jones, Mayor

