



**THE CITY OF  
GROVETOWN**  
**RISING TOWARD ITS FUTURE**  
**WEEKLY ACTIVITIES REPORT**  
*November 3, 2023*

*Good afternoon,*

*On Thursday, several City officials attended the 2023 Legislative Breakfast at Savannah Rapids Pavilion to meet with State legislators to obtain information about the upcoming session in Atlanta, Georgia. All our area's state officials were on hand and gave informative speeches regarding upcoming activities, and the event was sponsored by the Columbia County Chamber of Commerce.*

*Last Friday, the City held its annual Trunk or Treat event at Liberty Park. The event was very well attended, with an estimated number of over 4,000 people. Thanks to all vendors and citizens who donated candy and other goodies, and we appreciate all the hard work from our staff who put on these successful events.*

*If you are a veteran and would like your name placed on the Veteran's Wall, please bring a copy of your DD214, and provide a current address and phone number, to Grovetown City Hall during business hours 9am to 5pm, Monday-Friday.*

*Please do not place your waste in the street. Bulk and yard waste pickup from the City occurs every other week in your area. If you do not have a bulk and yard waste pickup schedule, please contact Utility Billing at 706-863-4576, ext. 450, and you will be advised on how to receive one. Do not place rough trash out for pickup if it is not your scheduled week. The City will not pick up excessive piles of trash (see guidelines on your bulk and yard waste schedule). Trash must be placed at your address. Do not haul trash across town to dump it on someone else's property. Please help us keep our City clean. Employees are still on the lookout for trash being brought into the City and dumped on the sides of City streets. If you notice anyone dumping, please notify the General Services Dept. at 706-863-4576, ext. 319.*

*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.*

*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**
- **155** full-time number authorized
- **129** full-time number employed
- 1 part-time (Museum)
- 12 part-time/as needed (Firefighters)
- **Vacancies (26)**
- 1 Human Resources Technician
- 1 Police Sergeant – Road Patrol
- 4 Police Officer – Road Patrol
- 3 Public Safety Dispatcher
- 2 Firefighter/EMT
- 1 Wastewater Lab Analyst
- 2 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Leisure and Recreation Dept.)
- 1 Light Equipment Operator (Streets and Sanitation Dept.)
- 1 Administrative Assistant – Administration
- 9 \*\*\*positions to be advertised at a later date\*\*\*
- 3 Part-Time Firefighter/EMT
- **Hiring Actions**
- 1 Light Equipment Operator – Streets and Sanitation Dept. – General Services started on 10/30/2023
- Interviewed 2 applicants for Full-Time Firefighter/EMT – Fire Dept. on 10/31/2023
- **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
- Participated in Trunk or Treat event
- Attended Columbia County Chamber of Commerce Legislative Breakfast

## **Police Department**

- Police Dept. arrested 4 subjects during this period:
  - 1 for Grovetown Police Dept. Warrant (Failure to Appear, Open Container, and Possession of Less Than 1 Ounce of Marijuana)
  - 1 for Simple Battery (Family Violence)
  - 2 for Disorderly Conduct
- Criminal Investigation Division had 7 cases assigned and closed 3 cases

- K9 Officer Jenkins successfully completed the SWAT level 1 course at the Columbia County training facility; he and K9 Banner also successfully completed the annual K9 working dog recertification course at the Georgia K9 training facility in Chatham County on 11/1
- Collected 59.4 pounds of prescription medication on 10/28 during the DEA National Drug Takeback
- Inv. Rodman participated in the advanced courtroom demeanor and testimony for special victim cases training with the District Attorney's Office.
- Sgt. Loomer received an award from the Columbia County Exchange Club in recognition of his service to the citizens of Grovetown
- Congratulations to Dispatcher Rhaney on her successful fitness competition debut after being named the "Unbroken Hero Transformation" recipient in the Unbroken Natural Fitness competition, where she also placed 4<sup>th</sup> place overall, on 10/28
- Happy birthday to Cpt. Christopher Powell and Officer Timothy Hughes!

### **Fire Rescue**

- Fire Rescue responded to 22 calls:
  - 14 medical
  - 8 fire
- Conducted weekly duties around stations
- Moose Fire Pump Service conducted annual NFPA fire pump testing on all apparatuses, which all passed
- Georgia Fire Rescue demonstrated Paratech Rescue Air Bags at Fire Station #2 on 11/2
- Conducted fire safety education classes using Fire Safety House on 11/3 at Cedar Ridge Elementary School
- Congratulations to Firefighter Phillip Donohue, who received recognition from the Columbia County Exchange Club in honor of his service to the citizens of Grovetown

### **General Services**

#### **Leisure and Recreation**

- General Services: Cut grass, cleaned and organized shop and offices, and cleaned City vehicles
- Made weekly park rounds and watered flowers throughout City
- Liberty Park: Cut grass, cleaned and organized all storage areas, dragged and chalked baseball fields, cleaned and sanitized bathroom and concession area, and maintained multipurpose fields
- City Hall, Courthouse, Kiddie Park, Goodale Park, and Grovetown Trails at Euchee Creek: Cut grass
- Finalized all Trunk or Treat details; Leisure and Recreation, Streets and Sanitation, Fleet and Facility Maintenance, Utility Services, Fire Rescue, the Police Dept., and Administration all worked together to provide another successful event for the citizens of Grovetown
- Performed breakdown and clean up of Trunk or Treat event

## **Fleet Maintenance**

- **General Services**
  - Chevrolet Silverado 5500 Dump Truck: Repaired hydraulic hose (V180)
  - Big Tex U-Dump Trailer: Replaced battery (E195)
  - E-Z-GO Golf Cart RXV Limo: Replaced battery (E226)
- **Public Safety**
  - Chevy Tahoe: Replaced drive belt and drive belt tensioner (V137)
  - Chevy Tahoe: Repaired warning lights (V107)
  - GMC 2500 Pickup Truck: Routine maintenance and performed brake inspection (V198)
- **Utility Services**
  - Ford Transit 150: Replaced fuel injector and spark plugs (V103)
  - Big Tex Tilt Equipment Trailer: Replaced 4 tires (E192)

## **Facility Maintenance**

- Completed 21 work orders:
  - 15 at Liberty Park, 2 at City Hall, 2 at Streets and Sanitation, 1 at Police Dept., and 1 at the Fire Rescue

## **Streets and Sanitation Dept.**

- Picked up 34 bags of litter on main thoroughfare
- Collected total of 20.58 tons of bulk and yard waste
- Completed 4 work orders
- Distributed 5 bulk and yard waste violation tags
- Utilized Street Sweeper to clean Liberty Park, Newmantown Rd., and Williams St., collecting 2.21 tons of waste/debris
- Cut grass at easements and rights-of-way
- Reported 5 streetlight issues to GA Power for repair
- Performed checks and inspections on Christmas lights/décor that will appear on City streets
- Started hanging Christmas lights and décor along Robinson Ave.

## **Leisure and Recreation Rental and Member Updates**

- 4 new rental contracts and 7 returned with payment
- Facilities and fields were utilized a total of 54 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
- Veterans Day Ceremony: 11/9 from 10AM-11AM at Veterans Park
- Rock 'n' Roll Christmas Parade: 12/2 at 10AM from Augusta Technical College to Grovetown Middle School
- Christmas Festival: 12/2 from 12PM-PM

## **Utility Services**

### **Water Dept.**

- Ran daily water route
- 62 locates
- 94 service orders

- 2 histories
- Repaired 2 leaks on Main St. and James St.
- Performed cutoffs for non-payment per City Hall
- Changed out 1 water meter in Harvestwood subdivision
- Installed 1 new meter in Deer Hollow's new phase
- Loaded 95 old trash cans to be hauled off to Waste Management
- Conducted safety meeting for employees
- Cleaned all trucks

#### **Stormwater Dept.**

- Jetted out storm drainpipe on James St.
- Cut grass in 2 retention ponds at Summerfield Cir. and Taylor Cir.
- Continued assisting Sewer Dept. with Vac truck at Euchee Creek lift station
- Cleaned all trucks

#### **Sewer Dept./WWTP Employees**

- Conducted daily labs and operations
- Filled 3 dumpsters of sludge and sent to Waste Management
- Filed all documents for month of October
- Greased headworks equipment
- Adjusted phase times of SBR basins to increase treatment
- Discharged 9.03 million gallons of treated wastewater to Butler Creek
- Cleaned off pad at belt press

#### **Infrastructure Inspections**

- Addressed 2 residential issues

### **Information Technology**

- Discussed real-time notifications on auto-generated tickets and overall quality of work for Pollock
- Still at 4/19 end of life cycle replacements, with 2 ready to be transferred over
- 20 ticketed items this week
  - Tyler password resets led the way

### **Planning and Community Development**

- City Council voted to adopt a new zoning code and map on **5/8** at 6PM in the Council Chambers. Video from the event is archived on the City's Facebook page. Follow this link to access the new documents on the City's website:
  - <https://cityofgrovetown.com/159/Zoning>
  - Citizens are encouraged to reach out with any questions to: [rkurtz@cityofgrovetown.com](mailto:rkurtz@cityofgrovetown.com).
- Director Ronnie Kurtz was a featured speaker at the Rotary Club of Augusta on 10/30 and spoke about the exciting things Grovetown has accomplished recently and what is planned for its future.
- Our Director attended the Columbia County Chamber of Commerce Chamber After Hours event at the Hampton Inn and Suites in Augusta, Georgia on 10/30.

- Our Director attended the Columbia County Chamber of Commerce Legislative Breakfast at Savannah Rapids Pavilion on 11/2.
- 8 total building inspections

**Meeting Update**

- Planning Commission
  - 11/16 Meeting: No Agenda
- BZA
  - 11/2 Meeting: No Agenda
  - 12/7 Meeting: No Agenda

**Code Enforcement Update**

- 14 cases deemed in compliance
- 4 signs removed from ROW
- 4 responses to civil concerns
- Overgrown Vegetation
  - 1 NOV
  - 1 warning
- Inoperative/Abandoned Vehicles
  - 6 warnings
- Parking Violations
  - 2 warnings
- Trash
  - 7 warnings
- Obstruction of ROW
  - 1 warning

**DEVELOPMENT PROGRESS CHART**

**November 3, 2023**

<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 (4 Unit Building)</u>	<u>3</u>	<u>2</u>	<u>50%</u>	<u>No change</u>
<u>2</u>	<u>Palmetto Industries (Brighton)</u>	<u>1</u>	<u>-</u>	<u>-</u>	<u>Building permit issued</u>
<b><u>Residential</u></b>					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</u>	<u>59</u>	<u>92%</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>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>106</u>	<u>102</u>	<u>93%</u>	<u>No change</u>
<u>4</u>	<u>Deer Hollow Section 3 (122 Single Family Homes)</u>	<u>98</u>	<u>55</u>	<u>45%</u>	<u>No change</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>50</u>	<u>37</u>	<u>36%</u>	<u>No change</u>

6	<u>Rivercrest Townhomes (45 Townhomes)</u>	<u>22</u>	=	=	<u>No change</u>
7	<u>Ferguson Farms (100 Single Family Homes)</u>	=	=	=	<u>LDP issued; site work underway</u>
	<b><u>Renovation Permits Issued</u></b>	<b><u>9</u></b>			
	<b><u>New Construction Permits Issued</u></b>	<b><u>0</u></b>			
	<b><u>Total Permits Issued</u></b>	<b><u>9</u></b>			
	<b><u>New Business Licenses Issued: 1</u></b>				

### **Public Information Officer**

- Attended and photographed 2023 Trunk or Treat event
- Observed National First Responders Day via social media
- Highlight Ft. Eisenhower redesignation via social media
- Updated bulletin board at City Hall
- Observed Breast Cancer Awareness Month via social media
- Updated City website
- Observed Halloween via social media
- Shared traffic updates from Columbia County via social media
- Shared GEMA statement on 11/1 burning via social media
- Edited educational materials for public distribution and posted to City website, social media, and lobby at City Hall
- Shared voting information from the Columbia County Board of Elections via social media
- Alerted public to Veterans Day holiday hours via City website, social media, and digital sign at City Hall
- Highlighted City employees
- Promoted events in/around Grovetown via social media

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

- *Veterans Day Ceremony: 11/9 from 10AM-11AM at Veterans Park*
- *City Council Meeting: 11/13 at 6PM in the Council Chambers at City Hall*
- *Cruisin' for Christmas Car Show: 11/18 from 9AM-2PM at Liberty Park*
- *Rock 'n' Roll Christmas Parade: 12/2 at 10AM along Wrightsboro Rd.*
- *Christmas Festival: 12/2 from 12PM-PM at Liberty Park*

### **Closing Comments**

*On 11/7, City elections will be held, and all polling places will be open from 7AM-7PM. Please get out and vote!*

*Gary E. Jones, Mayor*

