

# NEWTON COUNTY BOC



County Manager Report  
September 2022

# ANIMAL SERVICES

1. Intake continues to be extremely high – 27% from 2021 TYD
2. Request for service has increase 23% YTD
3. ADOPTIONS – 91 pets have been adopted so far in September
4. We held a FREE Pet Vaccination and Microchip Clinic on Oct. 15<sup>th</sup>. 224 animals seen at the clinic and 184 microchips were implanted. We want to send a special Thank You to our sponsors; Planned Pethood, Petco Love, Atlanta Humane Society and HALO House for Dogs - without them, we could not provide these FREE Services to the community.
5. The Animal Surgery table has been completed in the surgery suite.



# BUILDING SERVICES

1. Beginning October 1st we will light the Administration Building tower in Purple to recognize Domestic Violence Month each evening. This is a yearly event requested by the District Attorney's Office.
2. The ADA ramp and porch renovation project is complete at the Mansfield Community Center. This is a great addition to the facility and was completed at no charge to the County.
3. Completed installation of a temporary Fire Alarm Control Panel in the Judicial Center. A new panel has been ordered but this temporary will function in place until the new panel arrives.
4. Received 156 Maintenance Service Calls. All Service Calls were completed.



# EMA

1. Conducted multiple weather siren tests in preparation of Hurricane Ian.
2. Conducted/participated in as a member of the Covington-Newton County Dive Team for a mutual aid incident response requested by GA DNR and Jasper County SO. Successful recovery of a drowning victim on Jackson Lake.
3. Current Code Red registration numbers for September 2022

**Businesses: 297**

**Residences: 1,333**

**Cell Phones: 1,534**

**Notifications via text: 1,328**

**Notifications email: 448**

**Weather warnings only: 937**



# FINANCE

1. The FY22 Budget has been reconciled.
2. Staff Attended State Auditor Training.
3. Processed 1699 invoices.
4. Issued 946 accounts payable checks totaling \$7,566,590.
5. Processed 96 purchase orders.
6. Processed 1,458 payroll checks totaling \$3,192,205.
7. Deposited \$4,570,771 in revenue.



# FIRE SERVICES

For the Month of September Fire Services Reports

34-Fires  
 334-Rescue & EMS Calls  
 19-Hazardous Conditions Calls (No Fire)  
 32-Service Calls  
 87-Good Intent Calls  
 55-False Alarm & False Calls  
 1-Severe Weather & Natural Disaster  
 1-Special Incident Call  
 Total Calls 563 with a 100% Response rate.

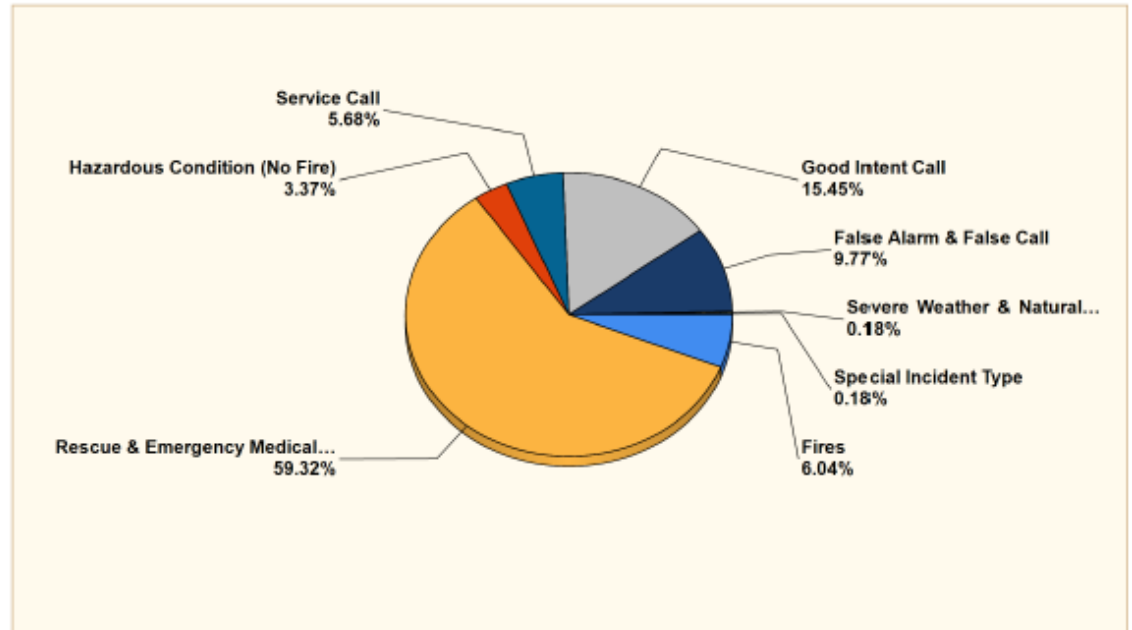
## Newton County Fire

Covington, GA

This report was generated on 10/3/2022 8:57:54 AM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2022 | End Date: 09/30/2022



| MAJOR INCIDENT TYPE                | # INCIDENTS | % of TOTAL  |
|------------------------------------|-------------|-------------|
| Fires                              | 34          | 6.04%       |
| Rescue & Emergency Medical Service | 334         | 59.32%      |
| Hazardous Condition (No Fire)      | 19          | 3.37%       |
| Service Call                       | 32          | 5.68%       |
| Good Intent Call                   | 87          | 15.45%      |
| False Alarm & False Call           | 55          | 9.77%       |
| Severe Weather & Natural Disaster  | 1           | 0.18%       |
| Special Incident Type              | 1           | 0.18%       |
| <b>TOTAL</b>                       | <b>563</b>  | <b>100%</b> |

# GIS

1. GIS staff has completed our “Story Map” that highlights recent SPLOST projects. The app is currently active on our County Website.
2. GIS has been working with several County departments recently, attempting to better integrate our GIS data with Public Works’ “Cititech” asset management software and also Animal Services. “Shelter Buddy” app. (and we also made detailed ‘HEAT’ maps for animal control officers).
3. GIS staff continued work on our Next-Gen project.
  - \*Met with our consultant (GeoComm) and E/911 and continued to review new subdivision plats.
  - \*During plan/plat reviews, GIS looks for the presence of cemeteries.
4. 15 map requests were received; 24 individual maps were printed or produced; 7 requests for GIS data were received and processed and 37 phone calls were received from residents and internal customers.



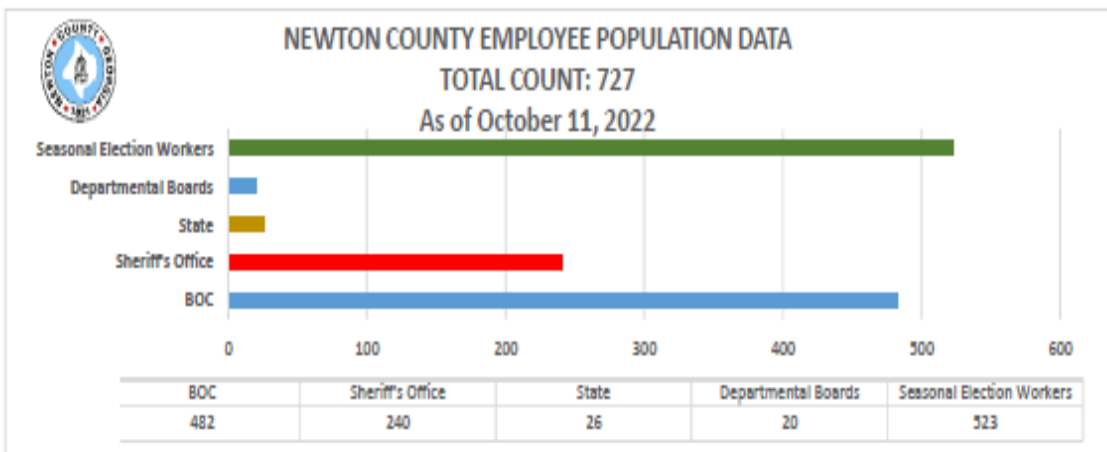
# HR & RISK MANAGEMENT

1. Working collaboratively to begin planning of 4<sup>th</sup> Quarter Employee Engagement Events- Halloween, Service Awards, Flu/COVID Vaccine Clinic, and Holiday Luncheon.
2. Onboarded 6 employees across the following departments: Planning and Zoning, Fire Services, Detention, Recreation, and Government Buildings.
3. Offboarded 8 employees across the following departments: Solid Waste, Magistrate Court, Elections, Water Resources, and Detention.
4. Secured \$4,000 ACCG Safety Grant intended to pay for CPR/AED/First Aid Training.





# HR & RISK MANAGEMENT



| Employee Counts            |     |
|----------------------------|-----|
| Regular FT/PT:             | 722 |
| Seasonal Election Workers: | 523 |
| State Employees:           | 26  |
| *Departmental Boards:      | 20  |

\*Board of Appeals  
Planning Commission Board  
Election Board  
Tax Assessor Board

| EMPLOYEE TURNOVER RATES |                               |                             |                                     |
|-------------------------|-------------------------------|-----------------------------|-------------------------------------|
| Department              | Number of Separated Employees | Average Number of Employees | Monthly Turnover Rates (Percentage) |
| BOARD OF COMMISSIONERS  | 2                             | 482                         | 0.4%                                |
| FIRE SERVICES           | 0                             | 145                         | 0.0%                                |
| SHERIFF'S OFFICE        | 4                             | 240                         | 1.7%                                |
| <b>OVERALL TOTAL</b>    | <b>6</b>                      | <b>867</b>                  | <b>0.7%</b>                         |

# HR & RISK MANAGEMENT

We currently have a total of 115.5 Department Vacancies

| DEPARTMENTAL VACANCIES AS OF 10/4/2022 |       |  |
|--|-------|--|
| Department                             | FTE   | Vacant Positions   |
| BOARD OF COMM                          | 2     | GRANT WRITER, COUNTY ATTORNEY  |
| ELECTIONS                              | 1     | ASST DIR ELECTIONS   |
| FINANCE ADMIN                          | 0     |  |
| DATA PROCESSING                        | 1     | INFO SYS SPEC I  |
| GEOGRAPHIC INFORMATION SYSTEMS         | 0     |  |
| HUMAN RESOURCES                        | 1.5   | HUMAN RESOURCES SPEC   |
| TAX COMMISSIONERS                      | 1     | TAG/TAX TECH I- POSITION HOLD UNTIL JAN 2023   |
| TAX ASSESSORS                          | 3.5   | APPRAISER I, PERSNL PROP APP I, TAX ASSISTANT PT   |
| GOVERNMENT BUILDINGS                   | 0     |  |
| SUPERIOR COURT                         | 0     |  |
| CLERK OF COURTS                        | 1     | DEPUTY CLERK I   |
| DISTRICT ATTORNEY                      | 1     | INV DA GRANT FUNDED  |
| MAGISTRATE COURT                       | 1     | JUDICIAL SRV TECH III  |
| PROBATE COURT                          | 0     |  |
| JUVENILE COURT                         | 0     |  |
| PUBLIC DEFENDER                        | 0     |  |
| SHERIFFS OFFICE                        | 36    | ADMIN COORDINATOR, ADMIN SUPERVISOR, ADMIN TECH I P/T, DEPUTY SHERIFF, DEPUTY SHERIFF BAILIFF, DEPUTY SHERIFF CAPTAIN, DEPUTY SHERIFF CORP, DEPUTY SHERIFF INV, DEPUTY SHERIFF LT, DEPUTY SHERIFF RECR |
| JAIL OPERATIONS                        | 32    | ADMIN TECH I, DETENTION 1ST LT, DETENTION CORP, DETENTION OFF, DETENTION PROC OFF, DETENTION TECH  |
| SCHOOL RESOURCE OFFICER                | 0     |  |
| FIRE ADMINISTRATION                    | 16    | ADMIN COORDINATOR, FF CERTIFIED, FIREFIGHTER EMT, FIREFIGHTER RECRUIT  |
| CORONER/MEDICAL EXAMINER               | 0     |  |
| ANIMAL SERVICES                        | 1.5   | ANIMAL SERVICES OFFICER, KENNEL MAIN PT  |
| EMERGENCY MANAGEMENT                   | 0     |  |
| ROAD DEPARTMENT                        | 1     | EQUIPMENT OPERATOR III   |
| CORNISH CREEK                          | 2     | MAINTENANCE TECH II, WATER TREATMENT SPEC  |
| SOLID WASTE DISPOSAL                   | 2     | LANDFILL MGR, EQUIPMENT OPERATOR II  |
| RECYCLABLES OPERATIONS                 | 1     | CDL DRIVER EOI   |
| CLEAN AND BEAUTIFUL                    | 0     |  |
| FLEET MANAGEMENT-MAINT SHOP            | 2     | MECHANIC I   |
| SENIORSERVICES                         | 2     | FOOD SERVICES COORD, FOOD SERV WRK PT, ADMIN TECH PT   |
| GAITHER'S AT MYRTLE CREEK FARM         | 1     | SPEC PROJ COORD  |
| CULTURE/RECREATION ADMINISTRAT         | 0     |  |
| FACTORY SHOALS PARK                    | 0     |  |
| PLANNING AND ZONING ADMINISTRA         | 6     | ZONING ADMIN, PLANNER, STRM WTR/FLD PLN MGR, SOIL CONSERVATION TECH, ZIP II, BUILDING INSPECTOR  |
| ECONOMIC DEVELOPMENT                   | 0     |  |
| TOTAL                                  | 115.5 |  |

# INFORMATION SERVICES

1. Employee training participation rate for September was at 75%, up from 70% at the end of August.
2. 87 real suspicious emails were reported to Information Services by employees using the Phish Alert Button. 710 test phishing emails were sent, with 29 users failing and 201 users properly reporting the test phishing email.
3. Information Services staff responded to 247 support tickets for the month of September 2022, up from 202 in August.
4. Deployed 7 new iPads for Development Services field officers



# JUVENILE COURT SERVICES

1. Juvenile Court processed 43 delinquency complaints and served 51 walk-ins. There were 11 court dates hearing 39 cases for delinquency. Judge Branche had 5 court days hearing 21 dependency cases and Judge Edgar had 8 court days hearing 27 cases. Six children were taken into foster care in June.

2. Case Calendars continue to be developed each month to address newly filed cases.

3. Behavioral Health Court and Family Treatment Court staffing and court was held via zoom for participant updates and recognition of participant accomplishments.



# PUBLIC DEFENDERS OFFICE

1. Assistant Public Defenders represented clients in twelve court calendar dates.
2. Assistant Public Defenders had 2 criminal trial weeks scheduled this month. With only one Trial scheduled to go and we won.
3. The PD Office was able to hire a new attorney for the office. She started Sept 16 as a Paralegal until we receive passing bar results, hopefully in October! This means, we are 'fully' staffed again.
4. We sent one of our State paid attorneys to our Walton office to help with their case load. Walton currently has 3 barred Attorneys, including our PD, and only 1 Paralegal waiting on bar results. We plan to keep him there until bar results are posted at the end of October.
5. GPDC held an Administrative Conference that staff attended.



# PARKS & RECREATION

1. We kicked off our Football season.
2. We had about 80-85 participate in our fishing derby on Sept. 24<sup>th</sup>
3. Staff Attended Miracle League All-Star weekend in Murfreesboro TN, in preparation for hosting All Star Weekend in Newton County in 2024.
4. Miracle League & Adult Softball season began.
5. Over 6032 people visited the Recreation Center in the month of September.



# PIO

1. Facebook continues to grow with close to 16,000 followers.
  - We reached 100,000 more people in the last 90 days than the 90 days prior. Top Facebook Content for September was:
    - \*Happy 106th Birthday Martha Malcolm 11,962 people reached and 802 likes (in 1 day posted at time of report)
    - \*US National Weather Service Predicts Rain from Ian – 8,841 people reached and 123 likes
    - \*Join us in thanking Kevin Walter – 3,827 people reached and 63 likes.
2. Instagram has 1,538 followers, reaching 637 more in Sept 22 than we were in Sept. 21<sup>st</sup>.
3. YouTube now has 320 subscribers.
3. Videos had 1,600 views, which is 33 percent more than previous month split evenly between live streams, videos and employee spotlights.



# PUBLIC WORKS

1. Completed SPLOST resurfacing of the Elks Club Road bridge and Foxglove Drive.
2. Completed SPLOST paving over cross drain on Ram Drive.
3. Completed SPLOST/LMIG resurfacing Oakridge.
5. Completed paving Cricket Frog Trail for Mansfield.
6. Trash pickup counts for September:

The bag count = 3503

The tons taken to landfill = 14.47 tons

The sheriff's trash detail reported picking up 454 bags





# SENIOR SERVICES

1. 30 Great and Grand Club Seniors celebrated Grandparent's Day at Journey's Inn Restaurant in Loganville on Sept. 13<sup>th</sup>.
2. 50 Seniors participated in the monthly Shopping Trip on Sept. 23<sup>rd</sup>.
3. Over 100 Senior's participated in the Senior Luau Dance on Sept. 30<sup>th</sup>.
4. For the month of September we had 35 Registrants (22 new members and 15 renewals). We transported 54 people a total of 643 trips and traveled 5953 miles (3341 Pick-up and 2612 Meal Routes).
5. We had 3668 in attendance at the Senior Center in September.
6. Please Make Plans to attend the 50<sup>th</sup> Year Celebration of our Award Winning Senior Center on November 6<sup>th</sup> at 3p at the Porter Performing Arts Center. Tickets are still available.



## Celebrating 50 Years

# Celebrating 50 Years

Join Newton County Senior Services on  
Sunday, November 6, 2022  
as we celebrate 50 years of  
Dedication and Service

*Reception (Lobby) 3:00pm-4:30pm*  
*Entertainment (Auditorium) 4:30pm-6:00pm*

Porter Performing Arts Center  
140 Ram Drive  
Covington, Georgia 30014

Tickets \$ 30.00  
Per Person  
Attire: Semi-Formal

You can purchase tickets at the Josephine B. Brown Senior Center  
6183 Turner Lake Road, Covington Ga or call (770) 787-0038 for more information

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# SOLID WASTE SERVICES

1. We currently have an Equipment Operator 2 and a CDL Equipment Operator 1 position vacant.
2. The AlJon Compactor was fixed and is now running!! It had been out of service for approximately 3 months with an electrical problem that could not be diagnosed. The machine is now running as a backup to the main TANA Compactor.
3. As of September 30, 2022 a total of 5,249 Convenience Center Hang Tags have been sold.
4. Mr. David Henry will serve as the Acting Solid Waste Manager following Kevin Walter's retirement until January 2023.



# TRANSPORTATION

1. Completed culvert repair on Ram Drive, road is now open.
2. Held Kick off meeting with GDOT for Multi Use Trail project, Fairview Road.

| <b>Month</b>     | <b>Potholes</b> | <b>Drop Offs</b> | <b>Leveling</b> |
|------------------|-----------------|------------------|-----------------|
| <b>September</b> | <b>111</b>      | <b>13</b>        | <b>20</b>       |

\*Drop offs are where there is a drop off at the edge of pavement. Leveling generally involves smoothing the asphalt after resurfacing near driveways.



# #OneNewton

