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# MEMORANDUM

*Public Works*

Date: August 19, 2025

To: Mayor Jackola and City Council  
From: Jason Williams, Public Works Director  
Subject: City Manager's Report – August 2025

## **A. Collections (Sanitary-Storm):**

- Mowing
  - Mowing in collections system R.O.W.'s is down to maintenance as needed for the season.
- Manholes:
  - Compiling a list for manhole rehabilitations that are to be completed.
- Sewer Mains:
  - Cleaned 2300 feet and video inspected 1800 feet of sanitary sewer main line.
  - Flushed low flow, dead-end sewer mains.
- Sewer Laterals:
  - Inspected and located several sanitary laterals in the vicinity of current construction projects.
  - Assisted 9 customers with issues related to sewer laterals.
  - Conducted a video inspection of 825 feet of sanitary sewer laterals.
  - 1 cleanout installed.
  - Conducted 7 sewer lateral replacement investigations.
    - 4 - entered program
    - 0 - not eligible or did not require replacement
    - 3 - working with customers to gather more information
    - 2 - completed post replacement inspection
  - Note: We were able to get all private laterals to at least a temporary working condition
- Storm:
  - Removed debris from several waterways to ensure proper flow this coming winter.
  - Cleaned 0 feet and video inspected 25 feet of storm line.
  - Cleaned out several manholes and catch basins.
- Special projects:
  - Training a new employee on equipment.
  - Completed utility locates
  - Assisted the water and streets crews with a water leak and service orders.
  - Coordinated with the Engineering Department on upcoming projects.
  - Monthly equipment checks and maintenance are completed.
  - Checked River Park RV Dump Station holding tank, and operation of the pump.
  - Completed inventory and re-stocked as needed.
  - Cleaned lines at the wastewater treatment plant.

## **B. Parks:**

- Opened, closed, and cleaned parks restroom buildings daily.
- All parks and trails system garbage's checked daily and emptied.
- The trail system is cleared of leaves and other debris on a weekly basis.
- Additionally, there has been a rise in daily vandalism and trash collection, which has extended the time required for crews to clean restrooms and carry out trash collection.
- Implementing weed management through spraying.
- Mowing and maintenance in city parks.
- Removed block wall and installed posts at Ralston Park restroom.
- Installed fence at Booth Park.
- Gills Landing
  - There were 124 RV park reservations for the month of July.
  - There were 30 shelter rentals for the month of July.

## **C. Streets:**

- Mowing of all unimproved parks and rights-of-way
- Rocked sections of path around benches at Cheadle Lake.
- Completed painting yellow curb.
- Participated in Public Library Big Rig Day.
- Placed and removed street banners.
- Picked up brush from BLT's clean up day.
- Repaired Gills Landing boat ramp launch.
- Prepared signs and barricades for local events to pick up.
- Prepared concrete panels and curb/gutter for the water department's pour back replacement.
- Repaired or replaced four road signs damaged by vehicle crashes and vandalism.
- Graded gravel roads at parks, as well as gravel roads and right of ways.

## **D. Wastewater Treatment Plant:**

- The Lebanon WWTP was in full compliance with our NPDES permit for June 2025
- Influent flow for the month of June averaged 2.28 MGD with a peak of 3.27 MGD and a total of 68.53 MG
- East Bar screen new motor mount arrived and put back in service
- West auto bar screen failed, still operates but sprocket and gears are worn out and misaligned
- Clarifier #1 sweep arm repaired
- Clarifier #2 gear box failed and has been taken apart to assess for repair

## **E. Water:**

- Meter reading was completed.
- Daily water service tasks, which include leak inspections, locates, taste and quality assessments, water sampling, and addressing other customer issues, are ongoing.
  - 23 meters/radios have been repaired or replaced.

- 6 leak checks completed.
- 170 locates have been completed.
- Repaired / replaced 3 damaged hydrant meters.
- Repaired 2 fire hydrants that were damaged by motorists.
- Followed up on water concerns and completed sample testing requested by citizens.
- Completed state water samples.
- Installed new 1" water service on Cascade Drive.
- Installed new 1" water service on W Vine Street.
- Seasonal Work. Mowing/ Hydrant Maintenance.

#### F. Water Treatment Plant:

Production	
Monthly Water Use (Intake Flow Meter)	148.24 MG
Finish Water Produced	89.18 MG
Water Sent to Cheadle Lake	50.65 MG

Water Quality					
Finish Chlorine			CT Basin Turbidity		
Min > 0.20 mg/L	Max < 4.00 mg/L	Average ~ 1.00 mg/L	Min	Max < 1.000 NTU	Average
0.77	1.78	1.09	0.013	0.060	0.023
Finish pH			Raw Turbidity		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.43	8.24	7.39	2.14	69.07	5.00

- Raw water pumps pulled for maintenance inspection (ordered new impeller for pump 2)
- Reservoir mixers installed
- Scada Upgrade started