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# MEMORANDUM

*Public Works*

Date: January 29, 2026

To: Mayor Jackola and City Council  
From: Jason Williams, Public Works Director  
Subject: City Manager's Report – February 2026

## A. Collections (Sanitary-Storm):

- Mowing
  - Maintenance of mowers to prepare for spring.
- Manholes:
  - Inspecting manholes for I&I.
- Sewer Mains:
  - Cleaned 600 feet and video inspected 350 feet of sanitary sewer main line.
  - Found plugged manhole, determined issue and resolved.
  - Flushed low flow, dead-end sewer mains.
- Sewer Laterals:
  - Conducted a video inspection of 825 feet of sanitary sewer laterals.
  - 0 cleanouts installed.
  - Assisted 6 customers with issues related to sewer laterals / investigations.
    - 0 - entered program
    - 1 -will be completed in-house.
    - 2 -working with customers to gather more information
  - Note: We were able to get all private laterals to at least a temporary working condition
- Storm:
  - Cleaned 600 ft of storm main.
  - Video inspected 525 ft of storm main line.
  - Found end of buried storm line.
    - Installed 15ft of ductile Iron pipe to extend line to end of the existing ditch.
    - Will pour and set ditch inlet when weather allows.
  - Trying to locate end of another buried storm line that drains slowly.
    - Roots have prevented us from completing tasks until access can be gained.
    - Secondary line was found to be damaged, with repairs scheduled to be made.
  - Investigated 5 Storm water complaints.
    - This occurred during heavy rain; entire system was full.
  - Completed several rounds of catch basin/curb inlet clearing during rain events.
- Special projects:
  - Completed collections annual DEQ NPDES Schedule B Report.

- Completed monthly equipment inspections and preventive maintenance to maintain system reliability.
- Locate Sewer and Storm mains and laterals for contractors.
- Checked River Park RV Dump Station holding tank, and operation of the pump.
- Checked Gill's Landing Pump Station and pump operation.
- Performed two post-construction walk throughs.
- Reviewed pre-construction plans for Engineering.

#### **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.
- Gills Landing
  - There were 32 RV park reservations for the month of January.
  - There were no shelter rentals for the month of January.

#### **C. Streets:**

- Continued hanging door hangers for notification of ROW tree and shrub trimming.
- Replaced two damaged street signs and posts.
- Continued cold patch repairs.
- Graded gravel roads.
- Provided code enforcement with list of abandoned / parked vehicles and trailers that prevent tree trimming or street sweeping.
- Street sweeper operated for 10 days, including one day in Brownsville and one in Halsey.
- Removed trash and debris from one location.
- Two dead animals removed from roadway.
- Removed two trees for Parks Department to dig out base and rock to grade for Veterans Memorial at Ralston Park.
- Monthly equipment checks and maintenance.
- Assisted water department with service orders.
- Responded to one plugged sewer lateral.

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

- The Lebanon WWTP was in full compliance with our NPDES permit for December 2025
- Flow for the month of December averaged 6.73 MGD with a peak of 20.53 MGD and a total of 208.73 MG
- Replaced L-51 (aerator gear box) with rebuilt spare, send failing gearbox to manufacture for replace or repair inspection
- 2" Pex water line in SBS room failed, flooded room, repaired same day
- L-40 Anoxic mixer failed, removed and transported to RPM to have shaft pressed out of and into spare gear box.

Major Equipment still out of Service/In Progress

- West Bar Screen needs to be replaced or rebuilt; we are currently working on obtaining quotes (update OrTec Barscreen Ordered, Estimated Late January Delivery)
- Clarifier #2 drive unit has failed (parts have arrived awaiting installation)

**E. Water:**

- Locating and service order request. "Read's and on/off's, Leak checks, Customer Service."
- Meter reading.
- Routine sampling, Along with DBP's, TTHM, HAA5's this month.
- Reviewed and inspected backflow abandonments.
- Changing out system meters.
- Recorded large meters that need maintenance and repair, collected cost estimates scheduling.
- 142 lock offs.
- New 2" service line installed with meter.
- 4 new 1" water services installed.
- Completed multiple walk throughs on new developments.
- New 4" water line installed by contractor on Airway place.
- Continued testing on backflow preventers.
- Repacking of distribution main line valves.

**F. Water Treatment Plant:**

Production	
Monthly Water Use (Intake Flow Meter)	73.81 MG
Finish Water Produced	58.47 MG
Water Sent to Cheadle Lake	0.00 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
0.75	1.65	1.36	0.015	0.045	0.025
Finish pH			Raw Turbidity		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.35	8.02	7.70	2.79	171.00	46.00

- Drawdown ended 12-8-25
- New CL2 CIP pump installed
- New mechanical seals in both drain pumps