



925 S. Main Street
Lebanon, Oregon 97355

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MEMORANDUM

Public Works

Date: January 29, 2025

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

A. Collections (Sanitary-Storm):

- Mowing
 - No mowing or weed eating.
- Manholes:
 - Inspecting manholes for I&I.
- Sewer Mains:
 - Cleaned 600 feet and video inspected 600 feet of sanitary sewer main line.
 - Flushed low flow, dead end sewer mains.
- Sewer Laterals:
 - Assisted 4 customers with sewer lateral issues.
 - Video inspected 700-feet of sanitary sewer laterals.
 - Inspected several hundred feet during locates.
 - 1 cleanout installed.
 - Conducted 4 sewer lateral replacement investigations.
 - 2 -entered program
 - 0 -not eligible or did not require replacement
 - 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:
 - Investigated two storm water complaints.
 - Completed several rounds of catch basin, curb inlet, ditch inlets, and culvert clearings during rain events.
 - Completed several rounds of catch basin/curb inlet, ditch inlets and culverts clearing during rain events.
- Special projects:
 - Located sewer mains and laterals for Ziplly Fiber
 - Assisted with several water leaks and sewer issues from boring.
 - Reviewed preconstruction plans for Engineering.
 - Monthly equipment checks and maintenance are completed.
 - Checked River Park RV Dump Station holding tank, and operation of the pump.
 - Cleared one plug in dump station.
 - Checked Gill's Landing Pump Station and pump operation.

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 cleaned weekly of leaves and other debris.
- There has also been an increase in daily vandalism and trash pick-up which has increased the amount of time it takes crews to clean restrooms and complete trash pick-up.
- Rebuilding, repairing, and repainting benches and picnic tables for all parks began.
- The pressure washing of parks has begun as the weather permits.
- Shrub and tree trimming.
- Continuing installation of new signs at Gills Landing RV Park.
- 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:

- 7 – days were spent sweeping.
- Removed downtown snowflakes and winter banners.
- Completed leaf collection through Lebanon.
- Began annual tree and shrub trimming in the right-of-way.
- Monthly equipment checks and maintenance are completed.
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- Crews replaced street signs / posts that had been damaged, graffitied, or were faded.
- Responded to garbage clean-ups on the roadway.
 - 5 yards of trash picked up on Burdell Blvd.
 - Trash on Tangent Street.
 - Two couches
 - Trash in ditches on Burdell Blvd.
- Graded gravel roadways, alleys, and shoulders of roads and filled potholes throughout town.
- Swept asphalt trails, removed debris, and removed downed tree limbs.
- Cut and removed brush from Cleadle Lake Trails.
- Assisted water department
 - Water lock offs
 - Repaired three water service leaks
 - 10 new water services installed
 - Dug out and replaced 3 yards worth of concrete panels from water service repairs.

D. Wastewater Treatment Plant:

- The Lebanon WWTP was in full compliance with our NPDES permit for December 2024.
- Influent flow for the month of November averaged 6.69 MGD with a peak of 14.32 MGD and a total of 207.44 MG
- Clarifier #4 WAS pump failed, Replacement recommended and ordered.

E. Water:

- Meter reading was completed.
- Daily water service orders including leak checks, locates, taste and quality issues, water samples and other customer concerns continue.
 - Followed up on water concerns and completed sample testing requested by citizens.
 - Completed state water samples.

F. Water Treatment Plant:

Production	
Monthly Water Use (Intake Flow Meter)	67.50 MG
Finish Water Produced	58.33 MG
Water Sent to Cheadle Lake	00.00 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
0.44	1.40	1.06	0.013	0.023	0.016
Finish pH			Filtrate Fluoride (Average of Each Day)		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.41	7.98	7.75	0.00	0.00	0.00

- Fluoride injection stopped
- Decommissioning of fluoride system
- Continued membrane maintenance due to drawdown