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# MEMORANDUM

*Public Works*

Date: June 26, 2025

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

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

- Mowing
  - Began mowing in the collections system R.O.W.s as the ground conditions permitted.
  - Beginning to mow waterways and detention ponds.
- Manholes:
  - Compiling a list for manhole rehabilitations that are to be completed.
- Sewer Mains:
  - Responded to 0 reports of a plugged sanitary main.
  - Cleaned 0 feet and video inspected 0 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 ongoing fiber boring projects.
  - Assisted 7 customers with issues related to sewer laterals.
  - Conducted a video inspection of 625 feet of sanitary sewer laterals.
  - 0 cleanout installed.
  - Conducted 3 sewer lateral replacement investigations.
    - 2 - entered program
    - 0 - not eligible or did not require replacement
    - 1 - 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:
  - Responded to two storm/flooding complaints just after heavy rains.
  - Added missing catch basins and storm pipes to the GIS map.
  - Cleaned 0 feet and video inspected 35 feet of storm line.
  - Removed 2 trees from Burkhart Creek that were causing blockages to the waterway.
- 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.
- The Strawberry Festival Parade, traffic control and cleaning up was completed.

#### **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.
- The pressure washing of parks and playgrounds.
- Gills Landing
  - There were 101 RV park reservations for the month of June.
  - There were 36 shelter rentals for the month of June.

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

- 9 – days were spent sweeping.
- Mowing of all unimproved parks
- Welded and repaired the large gate at Cheadle Lake.
- Dismantled the old wash rack building, installed new plumbing lines to the new building, and completed various tasks related to that project.
- Set up a hotbox for paving and repairs.
- Prepare and repair the flower basket watering truck and tank.
- Installed two additional senior banners along with new brackets.
- Assisted with the setup and teardown of the Strawberry Festival parade, along with miscellaneous tasks.
- 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 May 2025.
- Influent flow for the month of April averaged 3.15 MGD with a peak of 4.70 MGD and a total of 97.63 MG.
- East bar screen motor mount broke, new mount ordered OOS till replacement arrives.
- Motor on west bar screen failed, replaced with spare motor in storage.
- Flow meter on CL2 failed, replaced with shelf spare and reordered.
- Clarifier #1 Skimmer blade failed, Randy is going to attempt in-house repair.
- Replaced 3 bearings on belt filter press.

#### 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.
  - A total of 454 service orders have been fulfilled.
  - 64 meters/radios have been repaired or replaced.
  - 5 service lines have been repaired or replaced.
  - 44 locates have been completed.
  - Followed up on water concerns and completed sample testing requested by citizens.
  - Completed state water samples.
- Assisted with mixers being installed in both reservoirs.
- Assisted WWTP with vactoring out clarifier 2 of duck weed.
- Seasonal Work. Mowing/ Hydrant Maintenance.
- Dismantled the old wash rack building, installed new plumbing lines to the new building, and completed various tasks related to that project.

#### F. Water Treatment Plant:

| Production                            |          |
|---------------------------------------|----------|
| Monthly Water Use (Intake Flow Meter) | 82.88 MG |
| Finish Water Produced                 | 74.73 MG |
| Water Sent to Cheadle Lake            | 00.00 MG |

| Water Quality      |                    |                        |                    |                    |                        |
|--------------------|--------------------|------------------------|--------------------|--------------------|------------------------|
| Finish Chlorine    |                    |                        | CT Basin Turbidity |                    |                        |
| Min<br>> 0.20 mg/L | Max<br>< 4.00 mg/L | Average<br>~ 1.00 mg/L | Min                | Max<br>< 1.000 NTU | Average                |
| 0.66               | 1.42               | 1.03                   | 0.013              | 0.016              | 0.014                  |
| Finish pH          |                    |                        | Raw Turbidity      |                    |                        |
| Min<br>> 7.00 pH   | Max<br>< 9.00 pH   | Average                | Min                | Max<br>< 4.00 mg/L | Average<br>~ 0.70 mg/L |
| 7.22               | 8.35               | 7.84                   | 2.19               | 67.83              | 4.99                   |

- Pressure washing plant, CT Tank, and Intake building
- Raw water intake back wash actuator replacement
- Continued membrane maintenance due to drawdown