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MEMORANDUM

Public Works

Date: September 29, 2026

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

A. Collections (Sanitary-Storm):

- Mowing Collections R.O.W.'s and Ditches
  - Maintenance mowing and weed eating.
- Manholes:
  - Repaired storm manhole from that had been hit and damaged.
  - Compiling list for manhole re-hab.
- Sewer Mains:
  - Cleaned and video inspected high flow sanitary mains.
  - Cleaned 5950 feet and video inspected 5320 feet of sanitary sewer main line.
  - Flushed low flow, dead-end sewer mains.
- Sewer Laterals:
  - Located several sanitary laterals in the areas of current construction jobs.
  - Assisted 7 customers with sewer lateral issues.
  - Video inspected 100 Feet of sanitary sewer laterals.
  - Checked two metered wells for usage.
  - Conducted 2 sewer lateral replacement investigations.
    - 2 -entered program
    - 0 -not eligible or did not require replacement
    - 1 -working with customer to gather more information/waiting on their application
    - 0 -Post replacement inspections completed.
  - Note: We were able to get all private laterals to at least a temporary working condition
- Storm:
  - Responded to complaint of flooding, issue was found to be construction issue, working on solution.
  - Cleaned several catch basins in preparation for winter.
  - Spoke with residents along Burkhart Creek about flooding concerns:
    - Completed mowing in the area.
  - Cleaned 0 ft of storm main.
  - Video inspected 0 ft of the main line of storm.
- Special projects:
  - Completed monthly equipment inspections and preventive maintenance to maintain system reliability.
  - Locate Sewer and Storm mains and laterals for contractors.

- Assisted with maintenance at the WWTP.
- Assisted with several water leaks, concrete jobs, and street paving projects.
- Checked River Park RV Dump Station holding tank, and operation of the pump.
- Checked Gill's Landing Pump Station and pump operation.

B. Parks:

- Continued mowing.
- 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 84 RV park reservations for the month of September.
    - There were 22 shelter rentals for the month of September.

C. Streets:

- Swept (7) days.
- Signs / Banners:
    - Burned thermal "STOP" bars through town.
    - Scraped and repainted yellow curb through town.
    - Provided signs and barricades for LDA Harvest Festival.
    - Raised and lowered flags per state orders.
- Continued to water downtown flowers and trees.
- Graded and rolled gravel roads to prepare for dust control as well as graded and rolled road shoulders to prepare for chip sealing and fog line painting on Berlin Road.
- Paved road failures throughout town.

D. Wastewater Treatment Plant:

- The Lebanon WWTP was in full compliance with our NPDES permit for August 2026
- Flow for the month of August averaged .89 MGD with a peak of 1.06 MGD and a total of 27.73 MG
- Effluent Pump #3 (20hp) returned rebuild waiting on install
- Started biosolids field application on Morgan's fields

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.
- Tested backflow devices.
- Changing out system meters.
- Recorded large meters that need maintenance and repair, collected cost estimates scheduling.

F. Water Treatment Plant:

Production	
Monthly Water Use (Intake Flow Meter)	163.70 MG
Finish Water Produced	98.48 MG
Water Sent to Cheadle Lake	55.47 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
0.90	1.44	1.27	0.019	0.044	0.020
Finish pH			**Raw Turbidity**		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.7	8.57	8.01	2.07	7.07	4.39

- Annual Strainer parts kits ordered
- Profibus system maintenance
- Getting ready for sanitary survey