



925 S. Main Street
Lebanon, Oregon 97355

TEL: 541.258.4918
www.ci.lebanon.or.us

MEMORANDUM

Public Works

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

Date: March 28, 2025

A. Collections (Sanitary-Storm):

- Mowing
 - No mowing or weed eating.
 - Started pre-season inspection and maintenance on mowing equipment
- Manholes:
 - Inspecting manholes for I&I.
- Sewer Mains:
 - Responded to one report of a plugged sanitary main.
 - Cleaned 650 feet and video inspected 0 feet of sanitary sewer main line.
 - Flushed low flow, dead end sewer mains.
- Sewer Laterals:
 - Assisted 6 customers with sewer lateral issues.
 - Video inspected 2 laterals for post-construction / warranty review.
 - Video inspected 975-feet of sanitary sewer laterals.
 - Inspected several hundred feet during locates.
 - 0 cleanouts installed.
 - Conducted 3 sewer lateral replacement investigations.
 - 3 -entered program
 - 0 -not eligible or did not require replacement
 - 0 -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 an unknown storm system on W. Sherman Street.
 - Working with Engineering to develop a plan for repair / replacement.
 - Completed several rounds of catch basin, curb inlet, ditch inlets, and culvert clearings during rain events.
 - Cleaned several catch basins that had slow flow.
- Special projects:
 - Located sewer mains and laterals for Ziplify Fiber
 - Investigated and repaired sink hole by bridge.
 - 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.
- Completed rebuilding, repairing, and repainting benches and picnic tables for all parks.
- Picnic tables have been returned to all city parks.
- Mowing and maintenance in city parks has begun as the weather allows.
- The pressure washing of parks has begun as the weather permits.
- Assisted with the building of the new washroom at the city maintenance shop.
- Gills Landing
 - There were 43 RV park reservations for the month of March.
 - There was 1 shelter rental for the month of March.

C. Streets:

- 15 – days were spent sweeping.
- Completed the annual tree and shrub trimming in the right-of-way.
- Removed a tree and stump on E. Oak Street, the sidewalk panel was also removed and prepared for replacement.
- Monthly equipment checks and maintenance are completed.
- Crews replaced street signs / posts that had been damaged, graffitied, or were faded.
- Conducted forklift training and certification.
- Replaced ADA mat for crosswalk at Beaton Lane.
- Responded to garbage clean-ups on the roadway and parks.
 - Cheadle Lake
 - Berlin Road
- Graded gravel roadways, alleys, and shoulders of roads and filled potholes throughout town.
- Assisted water department
 - Repaired two water service leaks

D. Wastewater Treatment Plant:

- The Lebanon WWTP was in full compliance with our NPDES permit for February 2025
- Influent flow for the month of February averaged 5.69 MGD with a peak of 12.20 MGD and a total of 159.34 MG
- Clarifier #2 drive motor failed; Work Order created
- Installed rebuilt L-53 Gear box, gear box failed within an hour, waiting on crane to take back to RPM
- Repaired W-3 pump delivered and installed
- 5 bearings failed and replaced on the belt press

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)	64.50 MG
Finish Water Produced	58.16 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
0.43	1.32	1.07	0.013	0.024	0.017
Finish pH			Raw Turbidity		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.40	7.97	7.69	2.28	63.40	12.28

- Replaced air solenoids on train 1
- Annual maintenance on Cl2 Generator
- Continued membrane maintenance due to drawdown