



925 S. Main Street  
Lebanon, Oregon 97355

TEL: 541.258.4918  
[www.ci.lebanon.or.us](http://www.ci.lebanon.or.us)

# MEMORANDUM

*Public Works*

Date: April 15, 2025

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

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

- Mowing
  - Started mowing in collections system R.O.W.'s as ground conditions allowed.
- Manholes:
  - Inspecting manholes for I&I.
- Sewer Mains:
  - Responded to two reports of a plugged sanitary main.
    - Cleaned main and found large quantity of roots and "flushable" wipes.
  - Cleaned 2500 feet and video inspected 1450 feet of sanitary sewer main line.
  - Flushed low flow, dead end sewer mains.
- Sewer Laterals:
  - Assisted 5 customers with sewer lateral issues.
  - Investigated a plugged lateral in a downtown business, video inspected to determine if another business was tied into the same lateral. Created spot to allow camera access and get lateral in working condition.
  - Video inspected 600-feet of sanitary sewer laterals.
  - 0 cleanouts installed.
  - Conducted 4 sewer lateral replacement investigations.
    - 3 -entered program
    - 0 -not eligible or did not require replacement
    - 1 -working with customers to gather more information
  - Note: We were able to get all private laterals to at least a temporary working condition
- Storm:
  - Continued investigation of unmapped and incorrectly mapped Storm lines.
  - Responded to 2 plugged catch basin and cleared lines
  - Cleaned 50 Feet and Video Inspected 50 Feet of storm line.
- Special projects:
  - Completed utility locates
  - Completed spring well meter reads.
  - Assisted water crew with several water leaks.
  - 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.
- Post construction walkthrough on one project and several lateral inspections following replacement program jobs.

## **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.
- 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.
- Gills Landing
  - There were 40 RV park reservations for the month of March.
  - There were 2 shelter rentals for the month of April.

## **C. Streets:**

- 9 – days were spent sweeping.
- Installed and removed street / downtown banners.
- Cut and removed leaning trees on Berlin Road.
- Cleaned moss off bridges in town.
- Monthly equipment checks and maintenance are completed.
- Crews replaced street signs / posts that had been damaged, graffitied, or were faded.
- Responded to animal and garbage clean-ups on the roadway and parks.
  - 3 – Animals
  - 1 – Traffic Collision
  - 1 – Unhoused Camp
  - 3 – Trash Dumps
- Graded gravel roadways, alleys, and shoulders of roads and filled potholes throughout town.
- Assisted water department

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

- The Lebanon WWTP was in full compliance with our NPDES permit for March 2025
- Influent flow for the month of March averaged 7.45 MGD with a peak of 13.71 MGD and a total of 231.04 MG
- Brackets on Belt Filter Press upper tracking motor mount broke and needed rewelding
- Aeration motor L-52 motor bearing failed, pulled motor and replaced with spare
- Both batteries on WWTP Generator failed and replaced
- Retrieved reel spool and gun from Sommers field for the season
- Found and replaced 4 bearings on belt press which had failed

#### 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)	64.41 MG
Finish Water Produced	57.10 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
0.49	1.38	1.06	0.013	0.031	0.018
Finish pH			Raw Turbidity		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.45	8.23	7.80	1.87	73.56	11.88

- Spring Outside cleanup
- Pinned 3 modules on train 3
- Continued membrane maintenance due to drawdown