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MEMORANDUM

Public Works

Date: January 6, 2026

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

A. Collections (Sanitary-Storm):

- Mowing
 - Maintenance of mowers to prepare for next year.
- Manholes:
 - Inspecting manholes for I&I.
 - Working with contractor to get prices for lining and repairs
- Sewer Mains:
 - Cleaned 750 feet and video inspected 750 feet of sanitary sewer main line.
 - Flushed low flow, dead-end sewer mains.
 - Cleared one sanitary sewer main backup near Cheadle Lake.
- Sewer Laterals:
 - Responded to one plugged sewer lateral, line was located and damaged was from fiber line boring.
 - Assisted 3 customers with issues related to sewer laterals.
 - Conducted a video inspection of 840 feet of sanitary sewer laterals.
 - 1 cleanout installed.
 - Conducted 2 sewer lateral replacement investigations.
 - 1 - entered program
 - 1 -will be completed in-house.
 - Note: We were able to get all private laterals to at least a temporary working condition
- Storm:
 - Video inspected and located Storm system for the W. Grant St. water main project design
 - Made several corrections to the existing storm map
 - Responded to several complaints of high water during a heavy rain event.
 - 2 were caused by debris that entered catch basin through grate.
 - 1 were result of heavy rain. Burkhart Creek was flowing fine, just full.
 - 1 was result of driveway access being extended without adding culvert.
 - Cleaned 1040 ft of storm main and 5 related catch basins.
 - Video inspected 865 Feet of Storm main line.
 - Completed several rounds of catch basin/curb inlet clearing during rain events.
- Special projects:
 - Gathered information and preliminary data for upcoming sanitary sewer projects.

- Completed monthly equipment inspections and preventive maintenance to maintain system reliability.
- Assisted the Water Crew on multiple projects.
- Locate Sewer and Storm mains and laterals for contractors.
- Checked River Park RV Dump Station holding tank, and operation of the pump.
- Checked Gill's Landing Pump Station and pump operation.
- Ordered lateral launch system for the TV Van.
- Holiday parade preparation- signs, cones, barricades
- Assisted with placing lights on the Ralston Park Christmas tree
- Assisted with maintenance at Wastewater Treatment Plant.
- Completed plan reviews for CDC.

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.
- Rebuilding and painting picnic tables.
- Repainted floors at Ralston, Century, and Cheadle Lake Park restrooms.
- Implementing weed management through spraying.
- Trimmed shrubs and trees at Academy Square, Century Park, Christopher Columbus Park, Wynn Mill, and Booth Park.
- Poured new drain inlets at Christopher Columbus Park.
- Gills Landing
 - There were 39 RV park reservations for the month of December.
 - There was 1 shelter rental for the month of December.

C. Streets:

- Continued city wide leaf pickup.
- Started door hangers for ROW tree and shrub trimming.
- Removed veterans' banners and hung holiday banners with snowflakes.
- Repaired and replaced damaged street signs. Installed new signs.
- Completed cold patch repairs.
- Removed tree trees and stumps on Grove and D Street.
- Removed sidewalk panel in preparation for replacement on Grove Street.
- Ground tree stumps on Maple Street and 7th / Sherman.
- Installed construction fencing at Riverview Park for willow tree project.
- Lined new path at River Park with boulders to prevent vehicles from driving on the trail and damaging it.
- Street sweeper operated for 14 days, including one day in Brownsville and one in Halsey.
- Removed fallen / damaged trees including tree that damaged Mark Slough fencing.
- Responded to flood concerns during weather event.

- Monthly equipment checks and maintenance.
- Assisted collections department with lateral repairs on Airway and 9th Street.

D. Wastewater Treatment Plant:

- The Lebanon WWTP was in full compliance with our NPDES permit for December 2025

E. Water:

- Locating and service order request. (Read and on/off's, Leak checks, Customer concerns)
- Meter reading.
- Monthly sampling, Along with DBP's, TTHM, HAA5's this month.
- Reviewed and inspected backflow abandonments.
- Fire hydrant maintenance, paint, oil, operate.
- Grounds maintenance of water building and both reservoirs.
- Changing out system meters.
- Lock offs.

F. Water Treatment Plant:

Production	
Monthly Water Use (Intake Flow Meter)	73.63 MG
Finish Water Produced	64.53 MG
Water Sent to Cheadle Lake	0.00 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
0.60	1.25	1.09	0.017	0.060	0.022
Finish pH			Raw Turbidity		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.50	8.12	7.76	2.55	15.51	6.08

- Drawdown began on 11/24/25
- Pinning train 2.