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# MEMORANDUM

*Public Works*

Date: May 22, 2025

To: Mayor Jackola and City Council  
From: Jason Williams, Public Works Director  
Subject: City Manager's Report – June 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 two reports of a plugged sanitary main.
    - Cleaned main and found large quantity of roots and “flushable” wipes.
  - Cleaned 1175 feet and video inspected 770 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 12 customers with issues related to sewer laterals.
  - Conducted a video inspection of 1875 feet of sanitary sewer laterals.
  - 1 cleanout installed.
  - Conducted 2 sewer lateral replacement investigations.
    - 2 - entered program
    - 0 - not eligible or did not require replacement
    - 1 - working with customers to gather more information
    - 4 - 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 110 feet and video inspected 0 feet of storm line.
- Special projects:
  - Hired a new crew member to replace one that went to new position.
  - Completed utility locates
  - Assisted the water and streets crews with a water leak and sink hole investigation.
  - Turned on fountain at Strawberry Plaza
  - Monthly equipment checks and maintenance are completed.

- Checked River Park RV Dump Station holding tank, and operation of the pump.
  - Replaced pump at River Park RV Dump Station

## **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.
- Irrigation systems have been inspected and activated at all parks.
- Fresh wood chips have been added around the playgrounds.
- The Century Park playground was closed due to damage, replacement parts were ordered and installed, and the park was reopened.
- Mowing and maintenance in city parks.
- The pressure washing of parks and playgrounds.
- Gills Landing
  - There were 78 RV park reservations for the month of May.
  - There were 7 shelter rentals for the month of May.

## **C. Streets:**

- 8 – days were spent sweeping.
- Banners were installed in the downtown area.
- Street banners for local events were both put up and taken down.
- Trees, stumps, and sidewalk panels were removed at three different locations.
- Moss was cleaned off the town's bridges.
- Crews replaced street signs and posts that were damaged, vandalized, or faded.
- Responded to animal and garbage clean-ups on the roadway and parks.
  - 0 – Animals
  - 0 – Traffic Collision
  - 0 – Unhoused Camp
  - 1 – Trash Dump
- Graded gravel roads, alleys, and road shoulders, and repaired potholes across the town.
- Prepared multiple sites for the replacement of sidewalk panels and asphalt.
- Mowed right-of-ways and applied herbicide to the road shoulders for weed control.

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

- The Lebanon WWTP was in full compliance with our NPDES permit for April 2025
- Influent flow for the month of April averaged 5.38 MGD with a peak of 7.99 MGD and a total of 161.46 MG
- Found and replaced 2 bearings on belt press which had failed

#### 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.
  - 6 service lines have been repaired or replaced.
  - 8 feet of ductile iron pipe has been installed, complete with a valve and blow-off.
  - 169 locates have been completed.
  - 4 fire hydrants have been repaired or replaced.
  - Followed up on water concerns and completed sample testing requested by citizens.
  - Completed state water samples.
- Mowing of rights-of-way and around fire hydrants is in progress.  
Construction of a new wash rack and back parking area is underway.

#### F. Water Treatment Plant:

Production	
Monthly Water Use (Intake Flow Meter)	64.56 MG
Finish Water Produced	57.89 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
0.66	1.30	1.04	0.013	0.032	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
7.29	8.08	7.78	2.12	18.09	5.64

- Cleaned intake site.
- Completed train 2 NTU meter valve replacement.
- Continued membrane maintenance due to drawdown.