



925 S. Main Street  
Lebanon, Oregon 97355

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

# MEMORANDUM

*Public Works*

Date: December 3, 2024

To: Mayor Jackola and City Council  
From: Jason Williams, Public Works Director  
Subject: City Manager's Report – December 2024

## A. Collections (Sanitary-Storm):

- Mowing
  - Maintenance mowing and weed eating as weather allows
  - Removed downed tree and debris from Burkhart Creek
- Manholes:
  - Inspecting manholes for I&I
  - Raised manhole in alley behind Church.
- Sewer Mains:
  - Cleaned 1750 Feet and Video Inspected 1750 Feet of sanitary sewer main line.
  - Flushed low flow, dead end sewer mains.
  - Identified spots to Investigate for I&I in mains
- Sewer Laterals:
  - Assisted 6 customers with sewer lateral issues.
  - Video inspected 350-feet of sanitary sewer laterals.
  - 1 cleanout installed.
  - Conducted 1 sewer lateral replacement investigation.
    - 1 -entered program
    - 5 -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
  - Two laterals were hit by contractors while boring, both located, neither exposed.
- Storm:
  - Cleaned ditch inlets and culverts to maintain storm water flow
  - Investigated complaint of grease dumped in parking lot catch basin.
    - Determined this was isolated to one catch basin and corrected issue.
    - Worked with business on plan to prevent future mishaps
  - Cleaned 415 Ft of storm main and 5 related catch basins.
  - Completed several rounds of catch basin/curb inlet clearing during rain events.
- Special projects:
  - Locate Sewer mains and laterals for Zipty Fiber
  - Monthly equipment checks and maintenance are completed.
  - Checked River Park RV Dump Station holding tank, and operation of the pump.

- Cleared three plugs in Dump Station. Issue appears to be rocks and rags
- Checked Gill's Landing Pump Station and pump operation.
- Completed Fall well meter reads.
- Completed 2 plan reviews for CDC.
- Assisted with new water service install.
- Removed pump from Strawberry Plaza for the winter
- Worked with Fire District locating spots for Confined Space Rescue Training
- Assist with water lock-offs.
- Sand delivered to Sheriff's Substation for sandbags

## **B. Parks:**

- Opened, closed, and cleaned parks restroom buildings daily.
- Began leaf pickup at the parks.
- All parks and trails system garbage's checked daily and emptied.
- The trail system is cleaned weekly of leaves and other debris.
- All park irrigation has been shut off for the season.
- 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.
- Gills Landing
  - There were 60 RV park reservations for the month of November.
  - There was 1 shelter rental for the month of November.

## **C. Streets:**

- 14 – days were spent sweeping.
- Completed prep work for shop parking lot paving project.
- Installed and removed street banners for public events.
- Prepared barricades and signs to be picked up by special event holders.
- Hung downtown snowflakes and winter banners.
- Started leaf collection through Lebanon.
- Crews replaced street signs / posts that had been damaged, graffitied, or were faded.
- Responded to garbage clean-ups on roadway.
- Graded gravel roadways, alleys, and shoulders of roads and filled potholes throughout town.
- Installed storms like and catch basin at maintenance shop.

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

- The Lebanon WWTP was in full compliance with our NPDES permit for October 2024.
- Influent flow for the month of October averaged 2.19 MGD with a peak of 4.17 MGD and a total of 67.95 MG
- Set up to dose polymer to Clarifiers in preparation of higher winter flows
- Completed repairs to Digester #2 blower

**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)	74.43 MG
Finish Water Produced	66.92 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
0.78	1.22	1.08	0.013	0.017	0.014
Finish pH			Filtrate Fluoride (Average of Each Day)		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.29	7.92	7.58	0.00	0.00	0.00

- Rebuilt Caustic CIP pump.
- Testing High new slow drain valve settings.
- SOPs Updated for High NTU.