

The information you provide to LGLP on this form is **privileged and confidential** per W.R.C.P. 26(b)(3) and W.S. 1-42-206 and should not be disclosed as part of a public records request without review of counsel.

LOCAL GOVERNMENT LIABILITY POOL

SEWER QUESTIONNAIRE

Entity: _____ Claimant: _____
Date of Loss: _____ Location: _____

Employee Contact Info: Name: _____
Phone Number: _____
E-mail: _____

IMPORTANT: PLEASE SEND A COPY OF THE SEWER PREVENTATIVE MAINTENANCE SCHEDULE FOR YOUR MUNICIPALITY ALONG WITH THIS QUESTIONNAIRE.

Do you have a written maintenance log? **Yes No**

Do you have a sewer camera? **Yes No**

Do you have a sewer jet? **Yes No**

How often are the sewer lines checked? _____

How often are the sewer lines cleaned? _____

When was the last **preventative maintenance** action taken on this line? _____

What was it? _____

PRIOR to this incident, please **list the dates** (month, day, year) of the last three times the problem line cleaned. _____

Was the blockage in the main line or in the resident's service line? _____

What seemed to be the cause of the backup at or near this residence? Please explain:

Is the area mentioned above known to be a “problem area” for backups? **Yes No**

A “problem area” is an area that requires special routine maintenance. If you answered “yes,” please explain and list dates of previous backups. _____

How many other users are between the line blockage and the claimant’s damage location? _____

Did any of those users report damage? **Yes No**

Why do you feel these residents were not affected? (For example, structures build on a slab vs. basement or an improperly installed lateral line). _____

What psi was used to clean the lines in the area? _____

Do you feel your entity or employee’s actions were responsible for the damages for this loss? **Yes No**

Please Explain: _____

Has your city or town budgeted for the replacement of its sewer lines? **Yes No**

Has your city or town applied for grants for the replacement of its main line? **Yes No**

Has your city or town considered raising user fees to update sewer infrastructure?

Yes No

The courts and nationally recognized insurance companies are now requiring written maintenance logs including **preventative maintenance schedules** to be kept by governmental entities that have sewer utilities. **Multiple issues with the same line may constitute negligence on the part of the city or town if more frequent attention is not given to the line or if budgeting for replacement of the line is nonexistent.**

Preventative maintenance is “the care and servicing by personnel for the purpose of maintaining equipment and facilities in satisfactory operating condition by providing for systematic inspection, detection, and correction of incipient failures either before they occur or before they develop into major defects¹.”

PLEASE FORWARD WRITTEN STATEMENT(S) FROM THE EMPLOYEE(S) THAT RESPONDED TO THIS SEWER BACK UP.

Signature of Person Completing Form

Title

Please return to: LGLP
6844 Yellowtail Road
Cheyenne, WY 82009
(888) 433-1911
Fax: (307) 638-6211
E-mail: lglp@lglp.net

¹ Source: www.freedictionary.com