

Date \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dear \_\_\_\_\_

In response to your recent inquiry about the City of Jennings Sewer Lateral Program I am enclosing a copy of the City's Sewer Lateral Repair Policy and a claim form. The resident must take the following steps before your claim can be considered under the program:

1. You must first arrange for and pay a plumber to cable your sewer line.
2. If cabling does not take care of the problem, you must call Metropolitan Sewer District (MSD) and ask them to check the main line in the street. When you call MSD, they will want details of the situation, such as whether or not you have water backing up into the basement or whether there is a cave-in in your yard or the street. MSD will send out an emergency crew to check the line. If you are home when the emergency crew finishes, they will notify you verbally of their findings. If you are not home, they will notify you by leaving a card on your door.
3. If the problem still exists after the sewer is cabled, and MSD determines that the problem is not in their main line, you must then complete a Claim Form (available at City Hall, Room 106) and return it to City Hall. After verifying the information, the City will have the sewer line videoed. If a defect in the sewer line is found, the City will contract with a plumber to perform the repairs and will notify you of the arrangements.

Please let me know if you have any questions.

Sincerely,

Richard Engelhard  
Deputy Building Commissioner

Encls

**CITY OF JENNINGS**  
**SEWER LATERAL REPAIR POLICY**  
**7/12/99**  
**REVISED 9/27/04**

1. This program is to commence on January 1<sup>st</sup> of the year following first collection of the fee (1/1/2000). Residents who were notified of the need for a sewer lateral repair before the date of the election, August 3, 1999, will not be eligible to have that repair covered under the program.
2. The fee will be assessed at the rate of \$28.00 per year. Multi-family dwellings of more than six units are not eligible for the program or subject to the fee. Property tax payments must be current in order for a resident to participate in the program.
3. Assuming fees collected exceed expenditures, the Jennings City Council may waive all or any portion of the fee for all residents, for any period of time they choose, provided that the fee may be re-assessed without an affirming vote of the people in order to meet increasing demand.
4. A sewer lateral is defined as the portion of pipe which carries household wastes to the MSD sewer main and which begins five (5) feet from the house connection and the sewer main. The definition is the same whether the pipe is located in the front, side, or rear yard.
5. The City will contract for the repair of a defective lateral if after investigation, it is found to be crushed due to causes beyond the control of the property owner, or if, as a result of pipe cracks or leaking joints, tree roots or soil has infiltrated the pipe resulting in a blockage of the pipe rendering the lateral not functional. Simple blockages that can be corrected by sewer cleaning or rodding will not be covered under this program. The City will make payment to the contractor. In the event of a difference of opinion, the homeowner has the right to obtain additional testing at their own expense, and appeal the decision to the City Council.
6. The responsibility of the City's sewer lateral repair program is limited to the excavation and repair of the lateral pipe, and backfilling in a workmanlike manner. The top six inches of backfill material will be topsoil, fine graded and made ready for seed or sod. It will be the responsibility of the homeowner to restore landscaping and ground cover, including grass, to code; in whatever manner they choose, on their property. The program will not be responsible for the restoration of private property to a grass or landscaped surface; however, the replacement of any sidewalk or driveway, which must be removed to accommodate the repair, may be included in the program cost.
7. Restoration of any public property to its pre-construction condition shall be included in the cost of the project, to include but not be limited to grass, tree lawns, sidewalks and roadway pavement.

8. In the event it is necessary to remove accessory structures such as fences, this money can be used to restore such fence to their preexisting condition. In the event obstacles such as yard sheds, garages, sidewalks or driveways, etc., are in the path of the lateral and lie over the damaged portion of the lateral, the City reserves the right to re-route the lateral to avoid the necessity of removing the structure.
9. St. Louis County licensed plumbers and drain layers will be contracted to work on the sanitary sewer laterals on a bid basis. The lowest and best bid overall shall be awarded the contract. The successful contractor shall pay no less than the prevailing rate of hourly wages for each craft or type of workmanship needed for the sewer lateral repair as determined by the Missouri Department of Labor and Industrial Standards. The City, taking into consideration health and safety issues and the recommendation of MSD, as scheduled, shall determine prioritization of work.
10. The fund will pay all covered costs to a maximum of \$10,000 per repair. In cases where the cost may exceed \$10,000, they will be reviewed on an as needed basis. Costs paid shall not exceed the fund balance; should the fund balance be insufficient, repairs will cease until the fund has been replenished.
11. Any questions not covered by this policy shall be referred to the Mayor, City Attorney and Director of Public Works, and be referred to or appealed to the City Council.

**CITY OF JENNINGS  
RESIDENTIAL SEWER LATERAL REPAIR PROGRAM  
CLAIM FORM**

1. ADDRESS OF PROPERTY WITH DEFECTIVE SEWER: \_\_\_\_\_

\_\_\_\_\_

2. NAME OF RESIDENT: \_\_\_\_\_

3. DAYTIME PHONE #: \_\_\_\_\_ EVENING PHONE #: \_\_\_\_\_

4. NAME OF PROPERTY OWNER (IF DIFFERENT THAN RESIDENT): \_\_\_\_\_

\_\_\_\_\_

5. ADDRESS OF PROPERTY OWNER: \_\_\_\_\_

\_\_\_\_\_

6. PHONE # OF PROPERTY OWNER: \_\_\_\_\_

7. DESCRIPTION OF SEWER PROBLEM(S): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. WHEN DID YOU FIRST BECOME AWARE OF THE PROBLEM: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. DOES SEWER BACKUP OCCUR ONLY DURING HEAVEY RAINFALL?: \_\_\_\_\_

10. WHEN DID A PLUMBER CABLE YOUR LINE?: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. WHEN WAS MSD CONTACTED?: \_\_\_\_\_

\_\_\_\_\_

12. WHEN DID A PLUMBER CAMERA YOUR LINE?: \_\_\_\_\_

\_\_\_\_\_

13. NAME/PHONE # OF PLUMBER: \_\_\_\_\_

\_\_\_\_\_

14. IS DEFECTIVE AREA UNDER A STREET, SIDEWALK OR NEIGHBORS YARD?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
RESIDENT SIGNATURE

\_\_\_\_\_  
OWNER(S) SIGNATURE

**SIGNATURE OF PROPERTY OWNER REQUIRED !**

**Please return this form with copies of receipts from plumber(s)  
to:**

**Jennings City Hall  
Building Department  
ATTN: Rick Engelhard  
2120 Hord Avenue  
Jennings, MO 63136**

\_\_\_\_\_  
**(Office Use Only)**

Verification:

No Prior notice from MSD \_\_\_\_\_ (Bldg Dept)

Taxes Paid \_\_\_\_\_ (Collector)

Work complete, inspected by \_\_\_\_\_ (Bldg. Dept)