

**Jenny Tegen**

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, July 23, 2024 1:37 PM  
**To:** City Clerk  
**Subject:** External: Online Form Submittal: CITY OF MANITOWOC CLAIM FORM

**RECEIVED**

CITY OF MANITOWOC CLAIM FORM

JUL 23 2024

CITY CLERK'S  
OFFICE

Step 1

## **CITY OF MANITOWOC CLAIM FORM**

**NOTICE OF CIRCUMSTANCES** (§893.80(1d)(a)Wis. Stats.)

Name	Allie Gallenberger
Telephone Number	9209016491
Street Number	1416
Street Name	Marshall
Street Type	Street
Apt #	3
City	Manitowoc
State	WI
Zip	54220
Email Address	alliegallenberger@gmail.com

**RECEIVED**

JUL 24 2024

**MANITOWOC CITY ATTORNEY**

**CIRCUMSTANCES OF CLAIM:** Describe the circumstances of your claim below and attach additional sheets if necessary (who, what, where, when and how). For auto/property damages, attach a copy of the police report, if any; and a diagram of the accident scene including north, south, east or west. For personal injury, indicate the nature of the injury; if medical attention was given, the name of the physician/immediate care/hospital. List the names and addresses of any witnesses to the incident/accident. Give details.

**Incident/Accident Information:**

Date 7/17/2024

Time 5:00pm

Place Michigan avenue manitowoc

Circumstances of Claim: I was driving down Michigan avenue and there was a man hole cover that was standing upward from the manhole and when I came around the bend it hit my back right tire and ripped my entire tire off along with everything connected to it. I lost all control and brakes and had to try and control where the vehicle went with steering before it stopped moving. This man hole cover should havw been blocked off but the baracade was standing up off to the right on the grass by a tree. After the incident I called 911 and pedestrians started coming over to help. When I took the pictures is when one pedestrian put the man hole cover back into the man hole. The police report has a witness stating the baracade was not blocking off the man hole cover. There is an incident report from the police #2024-00008857. I will continue to include information to this claim as I receive it.

Attach additional documents if necessary: *Field not completed.*

Witnesses (names and addresses): The police has the witenesse name.

**Step 2**

**Procedure for filing claims:**

**1. In most instances, a signed Notice of Circumstances of Claim must be served on the City within 120 days after the happening of the event giving rise to the claim or it will be barred by State Statute.**

**2. A Claim must be filed with the City Clerk, City of Manitowoc, 900 Quay Street, Manitowoc, WI 54220, containing the claimant's address and an itemized statement of the relief or damages sought. This is the bottom portion of the form entitled "Claim Form." No action will be taken until this portion is completed and submitted to the City.**

3. The City Attorney and or CVMIC (the City's liability insurance carrier) will then determine if your claim should be paid, compromised or disallowed. You will be notified by letter should the City determine to pay or compromise your claim. The City Attorney has the authority to pay, settle, or disallow claims up to \$5,000. Claims exceeding \$5,000 will be reviewed by the City's Finance Committee, who will present a final recommendation to the Common Council. 4. This procedure is established by Wisconsin Statutes to provide a mechanism for persons to recover damages in the event a municipality is responsible for an incident. This procedure is also designed to protect the municipality and its taxpayers from having to pay out inappropriate and/or nuisance claims.

*This document does not constitute legal advice and should not be substituted for the advice of private legal counsel. Claimants have the right to retain an attorney of their choice to assist them with filing a claim solely at their own cost and expense.*

*Claimants are encouraged to review Wis. Stat. § 893.80 prior to filing a claim.*

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**CLAIM FORM (§893.80(1d)(b) Wis. Stats.)**

**After filing a Notice of Circumstances of claim with the City of Manitowoc you must also file a claim itemizing the relief sought (what you want from the City or do not want the City do to). You may file a claim at any time consistent with the applicable statute of limitations. Provide copies of any bills supporting the amount of the claim. For claims involving auto/truck/property damage, please attach two estimates. If the relief sought is non-monetary be as detailed and/or descriptive as possible.**

**The person signing below makes a claim against the City of Manitowoc arising out of the circumstances above-described. The claim is for relief in the form of money damages as indicated below, and non-monetary relief as follows:**

.....	Field not completed.
Auto/truck \$	12740.00
Personal Injury \$	Field not completed.
Property \$	Field not completed.
Other (specify) \$ _	More receipts will be submitted

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding

upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

***\*\*This submission will automatically be sent to CityClerk@Manitowoc.org. Enter your email address below to receive a copy of your claim.***

I agree. Electronic Signature

Email not displaying correctly? [View it in your browser.](#)

## **Be Alert !**

This is External or System generated Email. Please verify before opening any links or attachments.