

Westphalia Board of Aldermen Meeting Minutes for March 25, 2025

The Westphalia Board of Aldermen meeting was called to order by Mayor Tammy Massman. Roll call was taken. Aldermen present were Aldermen Delbert Wieberg, Stanley Heckman and Caitlin Berhorst. Alderman Jake Plassmeyer was absent. Also present at the meeting was sewer operator-Aaron Lachowicz of Mid Mo Operations and UD reporter-Theresa Brandt. Also joining the meeting briefly were Osage County Commissioner-Darryl Griffin and Sheriff Michael Bonham.

The meeting minutes from the February monthly meeting were reviewed. A motion was made by Alderman Stanley Heckman and was seconded by Alderman Delbert Wieberg, to approve the February meeting minutes. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes and Caitlin Berhorst-yes.

The March monthly expense report was reviewed. The city expenses note the amount of \$19,758.78, sewer system expenses in the amount of \$6,475.67, special road district expenses in the amount of \$2,786.40. City receipts in the amount of \$12,244.42, sewer system receipts in the amount of \$8,968.07, and special road district receipts in the amount of \$10,484.22. Total city checking account balance of \$134,462.41, total sewer system checking account balance of \$70,760.46, total special road district checking account balance of \$70,647.88, and total special road district savings account balance of \$5,129.30. Total city CDs in the amount of \$459,916.06, total sewer system CDs in the amount of \$542,978.57, and total special road district CDs in the amount of \$548,139.34. A motion was made by Alderman Delbert Wieberg, and was seconded by Alderman Caitlin Berhorst to approve the March monthly expense report. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes and Caitlin Berhorst-yes.

The sewer system report was next on the agenda. Mayor Massman acknowledged that a report was submitted by Mid MO Operations. Sewer operator-Aaron Lachowicz provided an update. First quarter samples have been collected and have passed without issue. Mayor Massman will plan to submit 1st quarter reports to DNR via the EDMR in April. Annual sludge and soil samples will be collected in the coming weeks for this year's land applications. Operators continue to decant at the plant, but sludge will need to be land applied as soon as the weather and ground surfaces allow. Operators will get with the sludge hauler to coordinate schedules. Some new UV bulbs were located in the shed and will be installed prior to the recreation season beginning April 1. The UV system will be in service and operational on or before April 1, 2025. The plant and lift stations continue to function properly. Mayor Massman informed the board that a postcard notification from DNR was received alerting the city that the Wastewater Operating Permit will be expiring this year and renewal applications are requested for submission 180 days prior to expiration. Operators will assist Mayor Massman in the preparations for the renewal application submission. Mayor Massman noted she will also be preparing and filing in April the required annual ARPA reports; denoting full use of all funds allocated.

Mayor Massman continued the meeting with the next agenda item-Updates from the County. Osage County Commissioner Darryl Griffin and Sheriff Michael Bonham provided council members with a county report. Commissioner Griffin reported that the county was preparing to have rights-of-way and easements signed for the construction of the Pentecostal bridge and that the project would be ready to go out for bid soon. The bridge design has been approved and the project is estimated to cost \$3.1 million. The bridge replacement process has been underway for four years so far. Reports on other local bridges was also provided. Commissioner Griffin next spoke to encourage all members and citizens to contact their state senators to voice opposition of the Senate bill that would eliminate taxes on food and diapers. Griffin noted that if the bill were to pass, the county would lose \$325,000 annually. Commissioner Griffin provided education about a grant writing event that MRPC is sponsoring on April 7, 2025 at the county office. Sheriff Bonham next addressed the council encouraging continued open communication for any law enforcement issues. Bonham noted that Osage County has enjoyed historical lows in thefts and drug use, but there has been a reported increase in assaults and domestic violence. DWI enforcement efforts are increasing for the county. Bonham also reviewed state and

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county laws on ATV and UTV vehicles. Sheriff Bonham noted plans to increase surveillance for the area with the approaching end of the school year.

The next item on the agenda was the Ordinance 25-03; an Ordinance renewing the Ameren MO contract. Mayor Massman provided a copy of the proposed Ordinance 25-03 for review. Mayor Massman reviewed that this ordinance is a renewal to Ordinance 05-4, that allows for continued electrical services to be provided for the city for the next twenty years. Mayor Massman informed the board that the ordinance has been reviewed and approved by the city's attorney and is ready for consideration of passage by the Board of Aldermen, so that the Ordinance can then be returned and executed by Ameren MO, the city's electrical provider. Mayor Massman read the first reading of Ordinance 25-03; title only. A motion was made by Alderman Stanley Heckman, seconded by Alderman Delbert Wieberg, to approve the first reading of Ordinance 25-03; title only and a statement of 3-ayes and 0-nays was recorded. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, and Caitlin Berhorst-yes. Mayor Massman read Ordinance 25-03 a second time; title only. A motion was made by Alderman Stanley Heckman, seconded by Alderman Caitlin Berhorst to approve the second reading of Ordinance 25-03; title only. A statement of 3-ayes and 0-nays was recorded. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, and Caitlin Berhorst-yes. Mayor Massman read the third and final reading of Ordinance 25-03; title only. A motion was made by Alderman Caitlin Berhorst, seconded by Alderman Delbert Wieberg, to approve the third and final reading of Ordinance 25-03; title only. A statement of 3-ayes and 0-nays was recorded. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, and Caitlin Berhorst-yes. Ordinance 25-03 was adopted, approved, and duly passed by the Board of Aldermen and signed by the Aldermen and Mayor Tammy Massman on this meeting date of March 25, 2025. Aaron Lachowicz of Mid MO Operations served as witness to all readings, votes and signatures for Ordinance 25-03. The city clerk will proceed with returning Ordinance 25-03 to Ameren MO for full acceptance and execution. The filing of Ordinance 25-03 with the Osage County Recorder's office will follow upon return of the Ordinance from Ameren MO.

Mayor Massman continued the meeting with the next agenda item-Budget. Mayor Massman provided handouts of a proposed budget, with adjustments made to the budget template including additional receipts and expenses noted since last month's meeting discussions. Council members were reminded that the template is to be considered a working document that is proposed for the upcoming fiscal year 2025-2026, which outlines each account separately, following the combined proposal page for the city, sewer and special road district. Mayor Massman reviewed and discussed the items on the budget explaining that only potential increases in revenue are anticipated for interest income, deposits from Osage County Road tax and business license renewals. The income interest and road tax deposits will be complete once banking statements are received following the completion of the month. Mayor Massman reported that an invoice for salt is still outstanding. No additional expenses are anticipated to close out the current fiscal year. Mayor Massman denoted the proposed combined budget is reflecting a positive balance of \$19,478.00. A motion was made by Alderman Stanley Heckman and was seconded by Alderman Delbert Wieberg, to approve the proposed budget for the upcoming fiscal year 2025-2026. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes and Caitlin Berhorst-yes. Mayor Massman will sign off on the budget template and forward a copy to the city's accountant and State of Missouri-Auditor's office once finalized.

Next, in other business, housekeeping topics were addressed. Mayor Massman reported that there were 3 business licenses that had not yet been received. Current business licenses are valid only thru March 31, 2025. Mayor Massman noted that as per the business license ordinance, late fees will be assessed to those business

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licenses that are not renewed prior to the March 31st deadline.

City Hall repairs and expenditures to date were reviewed. 2023 expenditures for the new roofing system and masonry work were noted as \$21,975.00. Expenditures from November 2024 to date for all other subcontractors and materials purchased are noted as \$43,450.40; making the project total to date \$65,425.40. Some interior furnishings and décor including adding some pictures, rugs, flags, clock and other small expenses are remaining as well as an invoice for debris hauling. The project continues to be anticipated to close with cost between \$65,000.00 and \$70,000.00.

The topic of selling the city's plow truck and skid steer was addressed again. Mayor Massman confirmed that property sales for the municipality can occur. The city can advertise the equipment for sale via public notice and elect to accept sealed bids for sale of the equipment or could place the equipment for sale via the website: govdeals.com where other publicly owned property is available for bid/purchase nationally. Aldermen discussed options regarding the sale of city equipment. Mayor Massman also reported that contacts were initiated as requested to other snow removal companies locally (Westco and Live Well Land-Tim Hoelscher) to solicit snow removal bid proposals. Both companies validated that the city would be within coverage area for the businesses to provide services and options were discussed including an hourly rate verses project proposal rate that could be explored with thresholds being set by the city for initiation of services. Contractors unfortunately declined at this time to provide formal quotes; noting that bids would not be prepared or released to existing and/or new customers until the fall or early winter; voicing material costs cannot be figured this far ahead of the season. The city will wait to request additional information and entertain bids later in the year.

The next city meeting date was set for Tuesday, April 29, 2025 at 6:00 p.m. at City Hall.

A motion to adjourn the regular meeting was made by Alderman Stanley Heckman and seconded by Alderman Delbert Wieberg. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes and Caitlin Berhorst-yes.