

Westphalia Board of Aldermen Meeting Minutes for June 24, 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, Jake Plassmeyer and Caitlin Berhorst. Also present at the meeting were sewer operator-Curtis Wheat of Mid Mo Operations and UD reporter-Theresa Brandt.

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

The June monthly expense report was reviewed. The city expenses note the amount of \$18,442.60, sewer system expenses in the amount of \$9,534.92, special road district expenses in the amount of \$603.40. City receipts in the amount of \$10,122.89, sewer system receipts in the amount of \$9,217.29, and special road district receipts in the amount of \$9,335.57. Total city checking account balance of \$139,929.38, total sewer system checking account balance of \$75,488.80, total special road district checking account balance of \$77,586.95, and total special road district savings account balance of \$5,131.22. Total city CDs in the amount of \$461,427.72, total sewer system CDs in the amount of \$545,175.41, and total special road district CDs in the amount of \$549,553.33. A motion was made by Alderman Stanley Heckman, and was seconded by Alderman Caitlin Berhorst to approve the June monthly expense report. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-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-Curtis Wheat provided an update. The E. Coli labs are continuing to be monitored. Quarter 2 samples have been collected and have passed. Yearly maintenance including oil changes, new belts on the blower, greasing of all equipment and cleaning of air filters is underway. Thermal imaging was performed on control panels. A loose wire/hot spot was identified at the 63-lift station and it has been repaired. Wheat voiced that the clarifier gear box was going to need a new bearing or will need to be completely replaced. The gear box was reported to have been rebuilt about 18 months ago. Costs to replace the gear box was quoted at about \$10,000 versus \$1,000 to have it repaired again. Following discussions among council members, a motion was made by Alderman Stanley Heckman, and was seconded by Alderman Jake Plassmeyer to proceed with repair of the gear box. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes. Operator Wheat reported that a billing invoice for new belts, PH buffer and other miscellaneous parts will be submitted for reimbursement next month. The renewal application for the Wastewater Operating Permit had been prepared and was submitted by Mayor Massman for consideration. Payment included with the renewal application was returned by DNR. Operators have a call out to inquire about payment being returned. It is assumed that payment may have been either received in advance of the time required and/or that payment may not be required until acceptance of the renewal is processed. Operator Lachowicz is continuing to work on the development of the polygon required for the 811 locate requests. Outside of the gear box concerns, the main plant and all lift stations are reported to continue to be running well. Mayor Massman noted that a billing invoice from Advance Septic and Pumping had not yet been received for the hauling of sludge and land application on May 12, 2025. Mayor Massman will reach out to Advance Septic and Pumping and request an invoice be submitted.

Next on the agenda was SRD equipment sales. Mayor Massman reported that only one sealed bid had been received. The single sealed bid was opened. A bid from Michael Bauer in the amount of \$6,525 was submitted for the city Bobcat. Mayor Massman noted that the minimum bid requested by the city for the Bobcat was set at \$5,000. No bids were received for the city's plow truck. Mayor Massman shared that she had received a call from Corey Jaegers of Elite Landscaping noting potential interest in the city plow truck, offering that he may be interested in a deal to trade labor for the cost of the vehicle if awarded the contract again for snow removal later

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this year. The city plow truck had a noted minimum bid of \$4,000. A motion was made by Alderman Stanley Heckman, and was seconded by Alderman Delbert Wieberg to accept the sealed bid of \$6,525 for the city Bobcat. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes. Aldermen Wieberg next made a motion, seconded by Alderman Stanley Heckman, to table discussions related to the city's plow truck; and reconsider advertising the vehicle for sale again during the September board meeting; with plans to then, follow up on the potential interest conveyed by Jaegers. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes. Insurance coverage on the plow truck will not be renewed at this time.

Next on the agenda was a consideration request for the annual car show to be held on Friday, September 5, 2025, from 5:00 p.m. to 11:30 p.m. by event organizer, Chris Stuckenschneider within the city limits. Mayor Massman reported that she had reviewed event parameters from the prior year with the organizer and no changes were requested. Alderman Delbert Wieberg made a motion to approve the request by organizer, Chris Stuckenschneider to have a car show on September 5, 2025, with the same provisions granted as the 2024 event. The motion was seconded by Alderman Caitlin Berhorst. The event will be held during the timeframe of 5:00 p.m. to 11:30 p.m., located in Westphalia, MO, from the corner of West Main Street and North Maries Avenue to the corner of East Main Street and Mill Street/Bridge Avenue; and include previously outlined organizer's parameters; that proof of special event insurance would be secured and provided to the city clerk, listing the city as additionally insured prior to the event; to approve providing a "letter of consent" for outside liquor sales; issued by the city; if formally requested; to those businesses that currently hold an active liquor license; specified for the date, time frame and within the planned car show event area, that would enable the said business to then obtain a caterer's license from the Division of Alcohol and Tobacco, for state adherence of liquor laws allowing alcohol sales and consumption off the business premise for the same said date, time frame specified and within the identified event venue area only; to approve for temporary business licenses to be provided for qualifying vendors, for sales requested during the specified timeframe of the event and within the event venue boundaries; to approve the organizer to obtain up to six port-a-pots for the event with expenses for rentals of port-a-pots to be paid by the city. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes. Mayor Massman will send out correspondences to those residents and businesses/organizations directly affected; being within the event area, to alert them of the approval of the event alongside a flyer as provided by the organizer.

In other business, housekeeping topics were addressed. The topic of Insurance was revisited. Mayor Massman reported for the record that the premium for the city's insurance coverage through Missouri Public Entity Risk Management Fund (MO PERM) was received, denoting an annual premium of \$6,738; and annual workers' compensation premium with Missouri Employers Mutual (MEM) in the amount of \$408. Insurance premium totals were \$7,146; which is down from last year's expense of \$7,252, due in part from the cancelation of the SRD vehicle and equipment coverages. Aldermen had previously approved payment of these invoices, certifying by email correspondence earlier this month, so that payment could be rendered and received prior to the policy coverages ending on June 30, 2025.

Liquor license renewals have been prepared and sent out by Mayor Massman. All liquor license renewal payments are due by July 31, 2025. There were 9 invoices prepared.

Weeds have been sprayed twice along city streets and sidewalks.

A reminder that the annual Fireworks Display at Westphalia Hills will be held this Friday, June 27, 2025.

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Alderman Wieberg voiced he had been approached by an individual that needed to volunteer for community service hours. Projects that could be completed by volunteer hours included cleaning gutters, painting the gas tank at the rear of the city maintenance building, spraying weeds, etc. Council members were in agreement to allow Alderman Wieberg to coordinate volunteer hours.

Lastly, Mayor Massman reminded council members that she will be moving out of the city limits of Westphalia at the end of the month, and will no longer be eligible to serve in the elected office of Mayor. Mayor Massman has been in seat as Mayor for over 10 years. Mayor Massman did voice that she would agree to continue to fulfill her duties as city clerk, noting that the appointment of clerk does not require one to reside within the city limit. Board members acknowledged to retain Massman as city clerk. Mayor Massman provided explanation of duties for council members what an appointment of Mayor Pro-Tem would entail. Mayor Massman encouraged and recommended that one of the senior council members, Alderman Delbert Wieberg or Alderman Stanley Heckman be considered to fulfill the duties of Pro-Tem until the next April election. After discussions and considerations, Mayor Massman requested board approval to appoint Alderman Delbert Wieberg to serve as Mayor Pro-Tem. Aldermen voiced agreement with the appointment of Alderman Delbert Wieberg to serve interim as Mayor Pro-Tem. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes. The Mayor Pro-Tem duties will begin July 1, 2025 for Alderman Delbert Wieberg.

The next city meeting date was set for Tuesday, July 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 Jake Plassmeyer. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes.