

Westphalia Board of Aldermen Meeting Minutes for December 30, 2025

The Westphalia Board of Aldermen meeting was called to order by Mayor Pro-tem/Alderman Delbert Wieberg. Roll call was taken by city clerk-Tammy Massman. Members present were Pro-tem/Alderman Delbert Wieberg, Aldermen Stanley Heckman, Jake Plassmeyer, Caitlin Berhorst and city clerk-Tammy Massman. Others present at the meeting were sewer operator-Aaron Lachowicz of Mid Mo Operations and UD reporter-Theresa Brandt.

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

The December monthly expense report was provided by city clerk-Tammy Massman. The city expenses note the amount of \$16,409.24, sewer system expenses in the amount of \$7,119.91, special road district expenses in the amount of \$3,269.40. City receipts in the amount of \$11,576.63, sewer system receipts in the amount of \$9,215.01, and special road district receipts in the amount of \$17,631.36. Total city checking account balance of \$137,480.72, total sewer system checking account balance of \$94,855.80, total special road district checking account balance of \$118,709.85, and total special road district savings account balance of \$5,135.06. Total city CDs in the amount of \$462,920.83, total sewer system CDs in the amount of \$549,790.35, and total special road district CDs in the amount of \$553,867.14. A motion was made by Alderman Stanley Heckman, and was seconded by Alderman Jake Plassmeyer to approve the December monthly expense report as reported. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

City clerk Massman reported that an invoice was received by Watkins Portable Toilets in the amount of \$600.00; 6 toilets @ \$100 each. It was noted by city clerk Massman that the invoice had not yet been paid, given the amount invoiced indicated the rental for 6 port-a-pots during the recent Christmas on Main event held on December 7, 2025; which exceeded the council's prior approval for payment of the rental for 4 port-a-pots. Discussions followed amongst council members. Alderman Heckman and Alderman Plassmeyer each voiced that the city should only have to pay for 4 rentals; as previously approved; and that the committee for Christmas on Main should be responsible for the other 2 ordered by their committee without city authorization. Clerk Massman noted that the invoice responsibility is addressed to the city, under the city's account and would be the city's responsibility to pay to remain in good standing with the company. Aldermen acknowledged payment responsibility to settle the account; but noted plans to look to request the additional unapproved portion from the committee for Christmas on Main. A motion was made by Alderman Jake Plassmeyer, and was seconded by Alderman Delbert Wieberg to approve the payment of the Watkins Portable Toilets invoice in the amount of \$600; and approved that moving forward, any and all requests for rentals of any nature in the future, where the city is assuming payment responsibility, that only a member of the city council can provide authorization for said services. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. City clerk Massman will alert the vendor of the change for allowable authorizations moving forward. Pro-tem Alderman Wieberg will follow up with Jenny Stephen, committee member for Christmas on Main, to further discuss the invoice, unauthorized rental (exceeding the 4 approved port-a-pots); and request a reimbursement payable to the City of Westphalia for the additional \$200 billed to the city. It was noted that the occurrence of additional unapproved rentals has happened consecutively for the Christmas on Main committee.

The sewer system report was next on the agenda. A report was submitted by Mid MO Operations. Sewer operator-Aaron Lachowicz provided an update. ESA has received and has installed the replacement pumps at the Hwy 63 lift station on 12/29/25. A seal sensor is planned to be installed in the coming days. It was validated that there is a warranty provided for the new pumps. A copy of the warranty and serial numbers will be provided to the city for its records. Manhole inspections are complete. Lachowicz shared that the only manhole continuing to be monitored is the manhole behind the Westphalia Hills retirement complex. The

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manhole was noted to have additional deterioration, with recommendations to require replacement within the next 2 years. It was noted by Lachowicz that a replacement of the manhole would prove to be less expensive than attempts to re-line the existing manhole. Quarterly reports are being prepared for submission in January. Operators will continue to work with city clerk Massman to submit reports timely. The treatment plant and all other lift stations are reported to be running well.

Mayor Pro-tem/Alderman Delbert Wieberg next revisited the need for the council to consider an increase to sewer rate charges. Wieberg shared his concerns related to the age of the current sewer plant and the marginal excess in available funds recurring monthly, to continue to maintain the sewer system's infrastructure. Current sewer rates; and receipts versus expenses were reviewed. Wieberg continued with input regarding the information provided by city clerk Massman to council members related to the prior tabulations, spreadsheet projections, and anticipated schedule for needed repairs that were considered during the 2021 sewer rates increase discussions. Mayor Pro-tem/Alderman Delbert Wieberg voiced he would like to see the sewer rate base rise by \$20.00 per month for single users; plus, continue the ongoing calculated rate per thousand gallons for water used as set by the PWS. It was noted that the current base rate for a single unit is \$21.00 flat rate; plus \$3.50 per thousand gallons of water used. This \$20 per month increase in base rate was noted to be a recommendation of near doubling the single use base rate. Base rate considerations for other users; two through 4-unit users, private well, and special category units would also be recommended to be adjusted. Wieberg shared that he had heard that the PWS may also be considering a rate increase. City clerk Massman noted that the rate adjustments in 2021 included increases for both the base rate of sewer and rate per thousand gallons of water usage as set by the district. Discussions followed. Rate comparisons of neighboring communities were noted to be of interest for council members. Further data is planned to be requested regarding a potential PWS rate increase and current neighboring sewer rates. The costs anticipated for the construction of a new plant; monies currently in reserves, discussions regarding space availability for a new plant, the refurbishing of the existing plant; along with discussions for the need to host required public hearings, considerations for modifications of current ordinances; cost anticipations of required engineering costs, grant writing/proposals, cost share responsibilities and several other needed evaluation explorations were reviewed. The topic of sewer rate increases was tabled. It was confirmed that Alderman Wieberg and Operator Lachowicz plan to attend the conference on January 8, 2026, regarding sewer infrastructure upgrades and maintenance.

Next, the Annual Christmas Decorating Contest winners were highlighted. Mayor Pro-tem/Alderman Delbert Wieberg reported that the contest was held on Sunday, December 21, 2025. 1st place (\$50.00) was awarded to Brian & Ashley DuValeus at 48 Devin Lane; 2nd place (\$40.00) went to Brenda Rehagen at 205 West Main Street; 3rd place (\$30.00) went to Joe & Mary Rakestraw at 136 East Main Street; and 4th place (\$20.00) was awarded to Mike Kliethermes at 132 East Main Street. The contest winners will be highlighted in the article submitted by UD reporter-Theresa Brandt as part of the December city council meeting article. Photos of the winners will be provided to the UD for publication.

The topic of insurance coverage - rate adjustments was next on the agenda. City clerk Massman provided council members with a handout of the city's current insurance coverage limits as per the current Mo Perm insurance policy through Assured Partners. It was noted that the city's insurance agent recommended that council members review and consider an increase to coverage limits of the city's buildings and equipment, given the recent lightning strike claim proving that replacement costs for equipment was higher than current coverage limits. Review of insurance coverage thresholds was discussed. Potential rate adjustments were proposed for city buildings and equipment. It was requested that additional information be obtained from the

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insurance agent regarding the policy coverage inclusions and limitations related to equipment failures due to age; catastrophic events, and other specific limitations regarding replacement costs. City clerk Massman will provide the proposed updated values to the city's insurance carrier to obtain a quote for increases to values. An increase of about \$93,000 in coverage limits was denoted at present; these did not include modifications in value to the main sewer treatment plan. The sewer plant limits will be considered for adjustment following further discussions of the coverage inclusions and limitations under the policy. Aldermen acknowledged that these proposed increases will likely raise the cost for insurance coverage substantially. City clerk Massman will update council members by email correspondence once policy revision quotes and details are received by the carrier.

Lastly, in other business, housekeeping topics were addressed. City clerk Massman, requested permission to sign the engagement letters received from the city's accounting firm, Graves and Associates, in order to continue to process the city's 2025-year end reports, 1099's, and w-2 forms; along with approval for continued plans to allow the firm ongoing processing of 2026 payroll and quarterly reports. Agreement was denoted by all council members.

City clerk Massman next reported that the deadline for filing with the city clerk for the 2026 election was today; December 30, 2025 by 5:00 p.m. Open registrations for candidate filings were entertained from December 9th – December 30th. Registrations/candidates that had filed were reported as follows: for the seat of Mayor; one registrant-Alderman Delbert Wieberg; and for the 2 seats available for Alderman at Large; registrants included Alderman Caitlin Berhorst (renewing her current seat) and another by city resident-Chris Dickneite. Alderman Stanley Heckman did not request to file to retain his seat as Alderman as Large. Given that the same number of candidates filling for open seats; equals the available seats open, the City of Westphalia will not be required to host an election in 2026. City clerk Massman will proceed with submission, as required, election forms to the State of Missouri and Osage County election authorities for further processing and certification.

The next city meeting date was set for Tuesday, January 27, 2025, at 6:00 p.m. at City Hall.

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