

Westphalia Board of Aldermen Meeting Minutes for November 25, 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, UD reporter-Theresa Brandt, Christmas on Main committee member-Jenny Stephan and city resident Dennis Peterman.

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

The November monthly expense report was provided by city clerk-Tammy Massman. The city expenses note the amount of \$2,283.53, sewer system expenses in the amount of \$9,254.68, special road district expenses in the amount of \$376.75. City receipts in the amount of \$13,128.89, sewer system receipts in the amount of \$25,679.03, and special road district receipts in the amount of \$57.17. Total city checking account balance of \$144,488.33, total sewer system checking account balance of \$92,760.70, total special road district checking account balance of \$104,347.89, and total special road district savings account balance of \$5,133.14. 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 \$553,611.62. A motion was made by Alderman Jake Plassmeyer, and was seconded by Alderman Stanley Heckman to approve the November 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. A report was submitted by Mid MO Operations. Sewer operator-Aaron Lachowicz provided an update. Manhole inspections are underway and are about 90% complete. Lachowicz next reported that ESA has received one of the replacement pumps and are fabricating adaptor brackets for installation at the Hwy 63 lift station, given the change in pump branding. The second pump is reported to still be in freight. Installation of the new pumps was anticipated to occur in the coming weeks. Lachowicz noted that the roller chain on the clarifier drive was replaced; cost was \$70 (parts and labor). All quarterly maintenance work has been completed on equipment. It was shared that floats on the new Hwy 63 pumps were recommended by the supplier, and will be added to ensure warranty coverage; anticipated cost is \$150 each. The treatment plant and all other lift stations are reported to be running well. Mayor Pro-tem/Alderman Delbert Wieberg next revisited the need to consider an increase to sewer rate charges in order to continue to maintain the sewer system's infrastructure. Alderman Wieberg and Operator Lachowicz noted plans to attend a conference on January 8, 2026, regarding infrastructure upgrades and maintenance. Further discussions for sewer system infrastructure and potential rate increases will follow after first of the year. City clerk Massman will forward via email to council members the current sewer rate ordinance, along with tables and data corresponding to the prior sewer rate increase. It was acknowledged that the current WWTP was established in 2005, making the system 20 years old. Clerk Massman provided a handout of the city's current insurance coverage limits on sewer equipment, as per the Mo Perm insurance policy. Massman reported that the city's insurance agent recommended that council members review and consider an increase to coverage limits of the city's equipment, highlighting that the recent lightning strike claim proved that the replacement costs for equipment was higher than current coverage limits. Review of insurance coverage thresholds will be placed on the December meeting agenda for further considerations.

Next, the council considered a request received by a resident (property owner at 142 Massman Lane, PWSD account # 292) to adjust their 2026 sewer billing cycle; requesting exclusion of the water usage total for the month of November due to additional water usage for the watering of a newly seeded lawn. Annual sewer rates are traditionally calculated using 4th quarter (October-December) average water usage totals. Aldermen discussed the request. A motion was made by Alderman Jake Plassmeyer, to approve the request to modify

Westphalia Board of Aldermen
Meeting Minutes for November 25, 2025 (continued)

the months for consideration of the 2026 sewer rate for the property at 142 Massman Lane, PWSD account # 292; removing the November 2025 water usage. The motion was seconded by Alderman Caitlin Berhorst. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. Clerk Massman will alert by correspondence, the resident and the Public Water Supply District-Sue Feltrop of the board's approved consideration for an individual 2026 sewer rate adjustment.

Winter preparedness was next on the agenda. Mayor Pro-tem/Alderman Delbert Wieberg shared that 103 tubs of rock salt have been relocated from the previously owned city's salt shed to the city's maintenance building. It was noted that there was still a substantial amount of rock salt still remaining. Wieberg noted that he had discussed the remaining salt supply with contractor, Corey Jaegers-Elite Landscaping, whom had been awarded the winter maintenance contract; noting plans for the contractor to use first the remaining supply of rock salt from the previously owned salt shed. Contractor Jaegers has the necessary equipment to load bulk salt into his truck bed spreaders. Wieberg next shared that as per prior discussions, it has been confirmed that Linn MFA has available; bagged rock salt and extreme low/heat negative degrees ice melt. Pro-tem/Alderman Wieberg requested that the council consider purchase of 2 pallets of each product, to be stored in the city's maintenance building in preparations for future snow and ice events. Wieberg volunteered to obtain and provide transport of the materials to the city maintenance building. Wieberg shared that he plans to continue discussions of winter preparedness for coming years with local trucking company-Rehagen's, regarding the possibility of acquisition and transport of bulk salt supplies (bagged product on pallets) from a manufacturer in Kansas. Trucking/hauling costs as well as product costs direct from manufacturer to be quoted at a later time for consideration. A motion was made by Pro-tem/Alderman Delbert Wieberg, and was seconded by Alderman Stanley Heckman to approve the purchase of 2 pallets of both rock salt and extreme low/heat negative degrees ice melt from Linn MFA. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. Clerk Massman will follow up with Linn MFA to establish an account for the city.

Next on the agenda was Christmas on Main. Christmas on Main committee member-Jenny Stephan requested a date change for the event, moving it from November 30, 2025 to Sunday, December 7, 2025 due to anticipated weather conditions. Stephan shared that all interested parties planned to participate in the event have been validated to not have any conflicts on the new date, and have been alerted of the potential for date change. Stephan additionally voiced that the previously approved parameters for the event will remain the same with no modifications requested. A motion was made by Pro-tem/Alderman Delbert Wieberg, and was seconded by Alderman Stanley Heckman to approve the change of date for the Christmas on Main event to be held on Sunday, December 7, 2025, with the same previously approved event parameters. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. Stephan exited the building. Proof of special event and liability insurance coverage, listing the city as additionally insured, for the upcoming Christmas on Main event was noted to still be absent.

The Annual Christmas Home Decorating Contest was next on the agenda. Aldermen agreed to host the contest again this year. A motion was made by Pro-tem/Alderman Delbert Wieberg, and was seconded by Alderman Jake Plassmeyer, to host the annual Christmas Home Decorating Contest on Sunday, December 21, 2025, with judging conducted at 6:00 p.m. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. The contest parameters were reviewed, noting that monetary awards will be awarded to 1st place (\$50.00), 2nd place (\$40.00), 3rd place (\$30.00), and 4th place (\$20.00) winners as per last year's parameters. Aldermen agreed that posting the event on the city's website alongside highlighting it in the November board meeting article in the UD paper will serve as notification of the event being held.

Westphalia Board of Aldermen
Meeting Minutes for November 25, 2025 (continued)

In other business, Pro-tem/Alderman Delbert Wieberg read aloud a letter sent to the city from city resident-Joyce Weber, regarding ongoing concerns and observations of increased speeds of traffic. The topic was discussed among council member again; identifying policing as the ongoing greatest hurdle. No further action is planned at this time by the council. City resident-Dennis Peterman shared his opinion, that the traffic issues were better; at least near his residence.

Next, Pro-tem/Alderman Delbert Wieberg read aloud a letter that was left at City Hall from a disappointed citizen regarding issues surrounding the Christmas on Main event. The letter signed by “Disappointed-A Voice Also”, was attached to a flyer that was assumed to have been circulated by the Christmas on Main committee. The Christmas on Main flyer was read aloud. Council members noted that the letter did not identify a specific complaint; and questioned if the letter was meant to identify simply overall dissatisfaction. The 2025 Christmas on Main event’s parameters including street closures, outside vendors and business licensing discussions followed. No further action was planned by the council at this time.

Lastly, Pro-tem/Alderman Delbert Wieberg provided an update on the progress made from water jetting to the city’s drainage culverts. All Clear Pumping recently provided the city with water jetting services at multiple locations throughout the city. Two lines and culverts were cleared on Bridge Street and others along Linn Street. The Hwy 63/Shelter Insurance line and culvert was not able to be cleared, nor the North Maries Avenue line and culvert. One other line and culvert along Bridge Street remained clogged. Wieberg noted that further repairs may need to be considered with future roadway/street maintenance projects in order to adequately address clearing the lines and culverts. A motion was made by Pro-tem/Alderman Delbert Wieberg, and was seconded by Alderman Jake Plassmeyer to approve the further clearing, digging and repair work up to a \$5,000 limit at the drainage lines/culvert locations near Hwy 63 and South Maries Ave. and along Linn Street utilizing insured contractors. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

The next city meeting date was set for Tuesday, December 30, 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