

## **Westphalia Board of Aldermen Meeting Minutes for February 24, 2026**

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

The February monthly expense report was provided by city clerk Tammy Massman. The city expenses note the amount of \$4,010.72, sewer system expenses in the amount of \$6,623.75, special road district expenses in the amount of \$1,846.90. City receipts in the amount of \$12,360.53, sewer system receipts in the amount of \$9,369.23, and special road district receipts in the amount of \$125.73. Total city checking account balance of \$151,619.15, total sewer system checking account balance of \$82,000.01, total special road district checking account balance of \$134,086.87, and total special road district savings account balance of \$5,135.06. Total city CDs in the amount of \$465,493.01, total sewer system CDs in the amount of \$552,909.32, and total special road district CDs in the amount of \$554,370.83. A motion was made by Alderman Delbert Wieberg, and was seconded by Alderman Jake Plassmeyer to approve the February 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. Paint, flags and other supplies ordered for any new locates requested have arrived. An invoice totaling approximately \$400.00 is planned to be submitted by Mid Mo Operations for reimbursement. Lachowicz and Massman noted that the city has completed all requirements to be live in the MO 811 system; Massman reported that daily notifications are received regarding any requests for locates; which has been zero to date. The new lag float ordered for the City View lift station has arrived and will be installed by operators this week; anticipated cost was approximately \$100 and will also be invoiced for reimbursement. An inspection of the WWTP is anticipated by DNR representative, Keith Forck in the coming weeks. Once scheduled, Lachowicz will alert city clerk Massman and Alderman Wieberg. The final comments on the DRAFT copy of the WWTP permit from MO DNR has been accepted by the city and DNR. Lachowicz noted that DNR was willing to work with the city on several modification requests; but not all requests were approved. The next steps will include posting the proposed permit for public viewing. Lachowicz noted that new UV bulbs and sleeves will need to be ordered and changed prior to the start of the recreation season beginning April 1<sup>st</sup>. Lachowicz reported estimated costs of \$180.00 per each UV bulb; requesting a total of 8 bulbs; 2 quartz sleeves were also requested with estimated cost of \$80.00 each. A motion was made by Alderman Delbert Wieberg, and was seconded by Alderman Stanley Heckman to approve ordering 8 UV bulbs and 2 quartz sleeves. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. No other issues were identified for the treatment plant or other lift stations.

Mayor Pro-tem/Alderman Delbert Wieberg questioned Lachowicz if he had been approached by any of the contractors working on the Pentecostal Bridge reconstruction; noting that work has begun on the project. Lachowicz denied being contacted about the projects scope of work. City clerk Massman shared that the city had been contacted by Star Construction, a contractor for AT&T, noting plans of work for the movement of a fiber box in the area near the Pentecostal Bridge project; and that they were requesting to verify the need for a city business license or permit for work they were performing. Massman reported that Star Construction was informed that given the area of work was outside of the city limits, that the company would not be required to

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obtain a license from the City of Westphalia. Star Construction was encouraged to follow up with Osage County for any other licensing or permitting requirements. Other than Star Construction, Massman and Wieberg denied that the city has been contacted by any other entity regarding the Pentecostal Bridge reconstruction scope of work. Mayor Pro-tem/Alderman Delbert Wieberg shared with the council that he had stopped and spoke with one of contractors at the site earlier today and was informed of plans to move the city sewer discharge/outfall line; noting additional plans to add another sewer manhole. Lachowicz and Massman voiced immediate concerns regarding these unknown plans pertaining to the WWTP discharge line. Lachowicz noted that at minimum the changes would be required to be permitted through DNR; sharing also concerns for the possible need for a special Anti-degradation study. Lachowicz noted that the special study and permits could be costly and have potential to take a long time to be completed and approved. Lachowicz voiced plans to contact DNR in the morning to address and follow up on the city's concerns related to lack of notification and knowledge of the reported scope of work Wieberg had identified; that directly affects the city's WWTP. City clerk Massman will assist in Lachowicz's efforts to maintain compliance for the WWTP's permitting and operations. It was discussed that Osage County Commissioners had been working directly with the project engineers on the Pentecostal Bridge repairs, and had provided an update during a city meeting last spring, that commissioners had attended, voicing only continued plans for reconstruction; and that bidding for the project was under negotiation. Disappointment among aldermen was noted that the county neglected to provide, report or request of the city; participation in planning for the now discovered scope of work changes to the city's sewer line infrastructure.

The meeting continued with the next agenda item-Budget. Clerk Massman provided a handout with a proposed draft budget template for the upcoming fiscal year 2026-2027, including each account separately and a combined template for the city, sewer and special road district. Massman shared that the income and expenses reflect only 10, some, 11 months to date. Each account was reviewed individually. Repairs to streets, gutters and sidewalks was proposed for priority by Mayor Pro-tem/Alderman Delbert Wieberg and discussed by council members as the primary projects of interest for the upcoming fiscal year. Potential expenses up to \$120,000.00 was suggested for these improvements. The expenses will be built into the budget under both the city and special road district accounts; with no plans for accessing the reserve accounts. Aldermen were encouraged to begin assessing and prioritizing areas of interest for repair. Bid solicitation was also encouraged to begin next month, to ensure the better availability of contractor interest. No major sewer repairs were anticipated for the upcoming year by sewer operator-Aaron Lachowicz. Massman reminded aldermen that the budget template is a working document. The 2026-2027 budget will be presented again during the March meeting for approval and passage, noting the city's fiscal year ends March 31<sup>st</sup>, 2026.

Next, on the agenda was Ameren Utility Pole guidelines; pertaining to Christmas decorations. Mayor Pro-tem/Alderman Delbert Wieberg provided information as per Ameren MO requirements regarding installations for banners and decorations. City clerk Massman had previously forwarded the Ameren information by email to alderman. Discussions followed regarding criteria for new installations. It was noted that due to utility pole locations, spacing and distancing constraints, required electrical box installations and costs, decoration sizing constraints and costs, and the insurance coverage requirements and anticipated increased costs; that significant planning and oversight would be imperative; noting also that there may not even be the option to pursue the topic due to many identified limiting constraints. The topic was tabled by aldermen.

The topic of insurance coverage - rate adjustments was next on the agenda. City clerk Massman provided an update that the city continues to await further information from the MO Perm carrier and underwriting. Weekly correspondences are being initiated by Massman requesting updates; with no further information

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provided yet from the carrier. Massman will continue to update council members by email correspondence as policy revision quotes and details are received by the carrier. Once new quotes are received the topic will be placed again on the agenda.

Lastly, in other business, housekeeping topics were addressed. Mayor Pro-tem/Alderman Delbert Wieberg reported that the STOP sign near Shelter Insurance had been knocked down and has been replaced by MoDOT.

The parking zone sign at the post office was also struck and removed. Cones are in place currently where the post was. Mayor Pro-tem/Alderman Delbert Wieberg will discuss with the postmaster responsibility for replacement.

City clerk Massman reported that all business license renewal invoices have been mailed out. A total of 38 invoices have been mailed. Current business licenses are valid only thru March 31, 2026. Renewal payments were requested to be received prior to March 15th for processing. Cost for a renewal license is \$25. Three businesses have closed.

The next city meeting date was set for Tuesday, March 24, 2026, 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 Jake Plassmeyer. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes