

Westphalia Board of Aldermen Meeting Minutes for March 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 February monthly meeting were reviewed. A motion was made by Mayor Pro-tem/Alderman Delbert Wieberg and was seconded by Alderman Stanley Heckman, to approve the February meeting minutes. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

The March monthly expense report was provided by city clerk Tammy Massman. The city expenses note the amount of \$15,161.55, sewer system expenses in the amount of \$8,086.07, special road district expenses in the amount of \$329.40. City receipts in the amount of \$11,495.34, sewer system receipts in the amount of \$9,371.11, and special road district receipts in the amount of \$11,190.13. Total city checking account balance of \$147,902.94, total sewer system checking account balance of \$83,285.05, total special road district checking account balance of \$144,947.60, and total special road district savings account balance of \$5,136.98. 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 \$555,590.65. A motion was made by Pro-tem/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, 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. Quarterly maintenance including oil changes, greasing, lubrication and assessment of blower pulleys has been completed. New equipment including UV bulbs, quartz sleeves and new pulleys was ordered by Lachowicz with costs totaling \$1250.00. An invoice was submitted and approved by aldermen as part of the expense report approval. As the new equipment is received, it will be installed. Lachowicz reported that the UV system will be ready to go live by the start of the recreation season beginning April 1st. An inspection of the WWTP was held on 3/6/2026. DNR representatives, Keith Forck and Lexi Baiter were in attendance alongside operator Lachowicz for the inspection. During the routine inspection, an SSO inspection was also performed. Lachowicz cited that no major concerns were identified in the field.

The renewal WWTP permit is reported to remain pending. It is in a holding state due to further evaluations needed following the city's discovery of unknown plans to relocate the WWTP discharge/outfall line as reconstruction of the Pentecostal Bridge commenced. In a recent email, the city's permit reviewer, Lexi Baiter, states she is still waiting on some information. *"Currently, we are double checking with our staff in the Missouri Geological Survey to see if there is risk of the outfall discharging to a losing stream. We don't anticipate this to be the case. However, if they determine there is a risk, there may be more considerations for the outfall move. Other than this, there shouldn't be an issue with moving the outfall. Please go ahead and submit a modification application for the outfall move. Once we have the application and MGS's determination we can proceed with the renewal and modification."* Operator Lachowicz, Mayor Pro-tem/Alderman Wieberg and city clerk-Massman continue to work with DNR representatives to negotiate next steps. It was noted to date that no representative from the Osage County Commissioner's office nor from project engineers for the Pentecostal Bridge repairs have contacted the city; nor have provided proof of consent from DNR to move the city's outfall line. Lachowicz reminded the council that the maintenance contract for Mid Mo Operations expires in 3 months; the end of June. Contract renewals will be discussed during the April meeting.

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Next, insurance coverage - rate adjustments were discussed as the next agenda item. City clerk Massman provided an update that the city received an invoice in the amount of \$204.00 from the MO Perm insurance carrier denoting that the updates in coverage were processed as an **endorsement to the policy**, rather than as a quote, because endorsements are the formal mechanism required to make changes to active coverage. This ensures that any adjusted limits or revisions are accurately reflected on the policy itself. It was further reported that **any line items not listed on the endorsement remain fully covered under the existing policy terms and limits**. Only the locations and limits specifically shown on the endorsement were modified. The endorsement coverage was dated January 1, 2026 through June 30, 2026. A motion was made by Alderman Jake Plassmeyer, and was seconded by Alderman Caitlin Berhorst to approve payment of the \$204.00 invoice increasing coverage limits on the previously requested city property. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. City clerk Massman additionally reported that receipt of the 2026-2027 renewal survey from MO Perm for the upcoming insurance renewal effective 7/1/2026 was received. This is currently being reviewed by Massman and Pro-tem Wieberg for accuracy prior to return.

The meeting continued with the next agenda item-Budget. City clerk 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 2026-2027, which outlines each account separately, following the combined proposal page for the city, sewer and special road district. 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. A proposed combined budget is reflecting a positive balance of \$1,235.00. Repairs to streets, gutters and sidewalks were prioritized as the primary projects of interest for the upcoming fiscal year. Potential expenses up to \$120,000.00 was slated for these improvements. The anticipated expenses were built into the budget under both the city and special road district accounts; with no plans for accessing the reserve accounts. No major sewer repairs were anticipated for the upcoming year by sewer operator-Aaron Lachowicz. A motion was made by Alderman Stanley Heckman and was seconded by Alderman Jake Plassmeyer, to approve the proposed budget for the upcoming fiscal year 2026-2027. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes and Caitlin Berhorst-yes. Mayor Pro-tem/Alderman Delbert Wieberg and city clerk Tammy Massman signed off on the proposed budget template. A finalized copy of the 2026-2027 budget will be forwarded to the city's accountant and State of Missouri-Auditor's office.

Lastly, in other business, housekeeping topics were addressed. City clerk Massman reported that 34 of the 38 business license renewals requested have been collected. Current business licenses are valid thru March 31, 2026. Cost for a renewal license is \$25. Delinquent invoices will be mailed out if payments are not received prior to the renewal deadline.

Massman shared that she is collaborating with Legends Bank officers to review and modify any CD rates for positive growth as they come due for maturity.

Mayor Pro-tem/Alderman Delbert Wieberg reported that he has been utilizing community service hours of those sentenced for removal of the last of the salt reserves from the old city salt shed. Wieberg purchased Super Sacs and utilized a skid steer to complete the project. Wieberg submitted an invoice to the SRD totaling \$630.00 requesting reimbursement for materials and labor costs. The expense will be denoted on April's expense report.

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Community service hours will continue to be utilized for city wide clean-up of brush around the sewer treatment plant and along city gutters and off-street parking areas.

Mayor Pro-tem/Alderman Delbert Wieberg next revisited street repair considerations. Aldermen were encouraged to prioritize areas of interest for repair. Alderman Jake Plassmeyer suggested consideration for the widening of Linn Street. This suggestion was denoted as a very large undertaking and not a current priority. Mayor Pro-tem/Alderman Delbert Wieberg identified areas for repair along Bridge Avenue in off-street parking areas and culverts; also, East Main Street stretching from residence Dave Patterson down to business Towne Club, identifying needs for off-street parking, driveway and sidewalk repairs. Mayor Pro-tem Delbert Wieberg noted plans for bid solicitation. Wieberg will reach out to contractors: Verslues Construction, Advanced Concrete, Stockman and Raithal Bros. to review the scope of work and obtain bids. Street repairs will be added to the April agenda if bids are received.

Lastly, the school zone lights are being monitored for consistent operation by an area citizen (Vernon Schmitz). Maintenance will be rendered as needed with assistance from Remote Computer Services.

The next city meeting date was set for Tuesday, April 28, 2026, at 6:00 p.m. at City Hall. New city officials will be sworn in during the April meeting.

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