

Westphalia Board of Aldermen Meeting Minutes for May 26, 2026

The Westphalia Board of Aldermen meeting was called to order by Mayor Delbert Wieberg. Roll call was taken by city clerk Tammy Massman. Members present were Mayor Delbert Wieberg, Aldermen Dennis Peterman, Chris Dickneite, 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 April monthly meeting were reviewed. A motion was made by Alderman Jake Plassmeyer and was seconded by Alderman Caitlin Berhorst, to approve the April meeting minutes. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

The May monthly expense report was provided by city clerk Tammy Massman. The city expenses note the amount of \$2,936.25, sewer system expenses in the amount of \$7,619.83, special road district expenses in the amount of \$1,329.40. City receipts in the amount of \$10,659.45, sewer system receipts in the amount of \$8,540.38, and special road district receipts in the amount of \$118.96. Total city checking account balance of \$161,561.00, total sewer system checking account balance of \$87,618.49, total special road district checking account balance of \$143,114.01, and total special road district savings account balance of \$5,136.98. Total city CDs in the amount of \$468,368.74, total sewer system CDs in the amount of \$554,065.77, and total special road district CDs in the amount of \$556,774.83. A motion was made by Alderman Chris Dickneite, and was seconded by Alderman Jake Plassmeyer to approve the May monthly expense report. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-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. Pulleys for the blower #2 have been received and have been installed without any further issues noted. Second quarter samples have been collected. The MO DNR sewer permit has been tentatively accepted and forwarded for the public notice phase; which is required to be posted for 30 days. City clerk Massman noted that the copy of the new permit, which has been attached to the City Hall door, will remain posted for public consideration until June 10th. From there, if no further review or comments are received from the public by the city or MO DNR, the permit will be approved and enacted. Lachowicz reported that he has requested a bid for replacement of the single sewer pump located at Massman Lane. The seal is noted to be out. The cost of repair was reported to likely be close to the replacement cost. Lachowicz will provide an update on cost for a new pump once received. It was believed that the pump at Massman Lane is likely to be the original pump. Mid MO Operations has submitted a contract renewal proposal. The current contract expires on June 1, 2026. Handouts of the new contract were provided for review. The renewal contract stipulates the same scope of work as in years past; with the only addition of a line item that stipulates sewer operators will provide the service of sewer locates as per notification from the city clerk and/or MO 811 system. The monthly maintenance fee for services was not changed; remains at \$3,200 per month; and the renewal period of the contract was again requested for a term of 3 years; also, being the same as prior. A motion was made by Alderman Chris Dickneite, and was seconded by Alderman Caitlin Berhorst to approve the renewal of the Mid MO Operations service contract beginning June 1, 2026 through June 1, 2029. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. Alderman Plassmeyer questioned how the sewer locates were received. Clarifications were provided by operator Lachowicz and city clerk Massman on how the city receives the MO 811 locate requests via the city's email. Notifications were noted to be received daily whether locates have been requested or not. Lachowicz cited no other concerns for the plant or lift stations.

Westphalia Board of Aldermen Meeting Minutes for May 26, 2026 (continued)

Mayor Delbert Wieberg next shared that he and operator Lachowicz had met with representative, Emilie Peterson of Missouri Assistance Program (MAP) to explore options for assistance with a sewer rate analysis and infrastructure development. Mayor Wieberg noted that MAP is a potential resource partner available to assist with grant applications, loans and rates analysis. The city is awaiting further correspondences from MAP representatives. Mayor Wieberg noted the program had no fees associated for services to his knowledge and that will reach out again by phone to Peterson. Assistance from Mo Rural Water Association was also noted to be potentially available for resource assistance, but has not yet been contacted. Sewer operator Lachowicz shared some familiarity with the possible “first steps” and assistance that might be available through MO DNR; contact Joan Doerhoff. Lachowicz volunteered to reach out to Doerhoff and request information about financial resources and grants available through their department to assist the city with the beginning phases and steps in the process for sewer infrastructure development and improvements. Clerk Massman will forward any correspondences as received by the city to council members and Lachowicz. Discussions and plans to continue moving forward with considerations for the development of a new sewer plant and the need to increase sewer rates continued.

Mayor Delbert Wieberg introduced with the next agenda item - Insurance renewal. A handout for the city’s general liability with Mo Perm and workers compensation with MEM was provided to all members. The city’s current general liability and workers compensation coverage has an expiration date of June 30, 2026. The renewal quote from carrier-Mo Perm is noted to include the recently adjusted increases to values assessed for city buildings and equipment totaling \$8,459 annually. Renewal for MEM totaled \$409 annually for workers compensation. Combined total costs of \$8,868 annually for city insurance coverage. As follow up to the questions posed by aldermen during the April meeting, city clerk Massman read aloud the response received from the insurance carrier; which had previously forwarded by email to aldermen for review prior to the meeting. Discussions relative to policy coverage and the limited number of carrier options for comparison quotes followed. A motion was made by Alderman Chris Dickneite, and was seconded by Alderman Dennis Peterman to approve payment of the insurance renewal quotes as per Mo Perm for general liability and per MEM for workers compensation; costs identified prior. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

Next, Mayor Delbert Wieberg discussed some ongoing storm water drainage concerns. A concern was presented to Mayor Wieberg by Alderman Dennis Peterman, that there may potential storm water damage occurring at the Remote Computer Services/Historical Society building. Wieberg also noted ongoing concerns at the culvert/gutter along South Maries Avenue near Shelter Insurance, the area of sidewalk near the second entrance of the Fatima school parking lot, both which had previously been cited, and another area near the Tip Weber residence. Sewer operator Lachowicz offered the city the use of a push camera to explore gutter lines. Mayor Wieberg voiced plans to assist in further investigations of all noted areas. Mayor Delbert Wieberg has discussed some of the areas of concern, as additional add-on projects with Verslues Construction and will continue to follow up with the contractor to request estimates for each project with plans for potential repair while contractors are in town. It was noted that additional bid proposals from other contractors would be required for any projects anticipated to incur costs above \$5,000. Mayor Wieberg will request additional bid proposals for these identified areas where estimates were noted to exceed \$5,000. All aldermen noted agreement to continue to review project proposals as they were received. Mayor Wieberg reported that one of the previously approved street repair projects, along Bridge Avenue has been completed.

Lastly, in other business, housekeeping topics were addressed. Mayor Delbert Wieberg reported that was questioned by resident Haley Green if a city variance or permit would be required to erect an addition to an

Westphalia Board of Aldermen
Meeting Minutes for May 26, 2026 (continued)

existing foundation located near an accessory structure on her property. Following review of the planning and zoning regulations it was determined that no variance would be required.

City clerk Massman next provided an update per request of Mayor Wieberg, on projects that she had completed during the month of May. Massman reported that the city clerk does maintain a revolving working document for responsibilities of the city clerk. Massman shared that all normal regular monthly duties; i.e.: mail, emails, payment of invoices, phone calls, banking reconciliation, preparations of monthly meetings and transcription of minutes, etc. were completed; and that other tasks completed were the finalization of the election results, updates were completed for affiliate rosters, completion and submission of the annual financial report to the State Auditor's office, sewer permit preparations and public notice posting, modification assistance for the sewer maintenance contract, completion of surveys and processing of the sewer Surety Bond coverage and annual insurance coverages and the closeout requests for ARPA funds were all performed. Massman noted that in the month of June, initial invoicing for city liquor licenses will be sent out. City clerk Massman will plan to provide a city clerk report moving forward as part of the monthly agenda.

The next city meeting date was set for Tuesday, June 30, 2026, at 6:00 p.m. at City Hall.

A motion to adjourn the regular monthly meeting was made by Alderman Chris Dickneite and seconded by Alderman Jake Plassmeyer. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.