

Westphalia Board of Aldermen Meeting Minutes for June 30, 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 May monthly meeting were reviewed. A motion was made by Alderman Jake Plassmeyer and was seconded by Alderman Caitlin Berhorst, to approve the May meeting minutes. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

The June monthly expense report was provided by city clerk Tammy Massman. The city expenses note the amount of \$23,137.77, sewer system expenses in the amount of \$6,920.03, special road district expenses in the amount of \$329.40. City receipts in the amount of \$11,189.15, sewer system receipts in the amount of \$9,059.34, and special road district receipts in the amount of \$10,141.76. Total city checking account balance of \$149,612.38, total sewer system checking account balance of \$89,757.80, total special road district checking account balance of \$152,926.37, and total special road district savings account balance of \$5,138.90. 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 \$557,023.84. A motion was made by Alderman Chris Dickneite, and was seconded by Alderman Jake Plassmeyer to approve the June 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. Grease was removed from all lift stations. Sludge and soil samples will be collected in July with anticipation of land application to follow in August. The MO DNR operating sewer permit has been issued and received. City clerk Massman noted that no payment invoice was received with the confirmation notification. Massman will follow up with DNR representatives to inquire about payment submission; ensuring that all permit requirements are complete. Operator Lachowicz provided an estimate for replacement of the single sewer pump located at Massman Lane from Innovative Pump Solutions totaling \$2,781.06 for a Franklin grinder and start kit. The seal in the Massman Lane pump is noted to be out; and believed to be the original pump. The pump is currently operational but is recommended to be replaced by Lachowicz. It was noted by Lachowicz that he will be able to perform the installation of the new pump; estimating labor costs at a couple hundred dollars additional. A motion was made by Alderman Chris Dickneite, and was seconded by Alderman Jake Plassmeyer to approve the purchase of the replacement pump from Innovative Pump Solutions. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. Lachowicz noted that once the new pump was received, he would perform the install. No other concerns for the plant or lift stations were identified.

Alderman Chris Dickneite inquired about the notification received from the PWSD regarding a planned increase to the sewer connection rate charge. City clerk Massman had previously forwarded to all council members the received correspondence from the PWSD; and read it aloud for review.

“The Board is considering increasing the sewer connection fee from \$3.00 to \$4.00. Thought you all may want to consider this small increase if or when you decide to increase the sewer rates. The Board did not indicate when this increase goes into effect. This is just a heads up. Sue Feltrop-Office Manager.”

It was noted that the connection fee assessed has been at \$3.00 for the past 5 years; when the PWSD last implemented a water increase coinciding with the last sewer rate increase. Alderman Dickneite requested

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that city follow-up with the PWSD to inquire when this increase is planned to go into effect, in efforts to correlate it alongside the anticipation of city sewer rate increases. City clerk Massman will forward an email to the PWSD to inquire and request further information.

Mayor Delbert Wieberg next revisited discussions for sewer rate increase considerations. Wieberg shared that a correspondence had been received from Emilie Peterson of Missouri Assistance Program (MAP) regarding her company's sewer rate analysis recommendations. The analysis was forward to council members prior to the meeting. It was noted that the analysis was aligned with considerations for what a new infrastructure cost might be; recommending an engineering study be sought; and what was reasonable to be considered for financing; a sewer rate based on the city's median household income of \$61,136 at 2% equaling a monthly rate of \$101.90. Ms. Peterson offered continued availability to partner as a potential resource to assist with grant applications, loans and ongoing rates analysis. Sewer operator Lachowicz recommended that the council initiate applications with the MO DNR for grant assistance with engineering planning studies. It was noted that applications for grants through MO DNR for engineering plans would be required to be submitted prior to March 2027; and review for grant approvals could take 4-10 months. Alderman Dickneite proposed that the city consider initiating an engineering planning request on its own. Lachowicz estimated that a potential engineering plan could cost \$40,000 - \$50,000. Discussions continued amongst council members. Alderman Jake Plassmeyer had created a concept proposal for aldermen to review; estimating costs for a new plant and a potential format for rate increases based on the monies potentially needed to develop a new sewer treatment plant. City clerk Massman will re-circulate Alderman Plassmeyer's proposal to council members for ongoing review. An RFP (Request for Proposal) was suggested as an additional next step by Lackowicz; whom offered to prepare an RFP; in order to initiate and solicit engineering plans for the development of a new wastewater sewage plant. A motion was made by Alderman Dennis Peterman, and was seconded by Alderman Jake Plassmeyer to approve sewer operator-Aaron Lachowicz to prepare and submit RFP applications with at least 3 engineering firms for consideration of the development of a new wastewater sewage treatment plan. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. Requirements for a public notice of proposal and criteria for a public meeting were reviewed. Ongoing considerations for the development of a new sewer plant and the need to increase sewer rates was tabled.

Mayor Delbert Wieberg introduced with the next agenda item - street repairs update. Mayor Wieberg spoke of the projects underway for off-street and sidewalk repairs stretching from Dave Patterson's residence west to Towne Club; and those completed along Bridge Ave. Wieberg shared that he discussed 5 additional areas of concern, as additional add-on projects with Verslues Construction and proposals were received for the additional work as individual proposals. Copies of the proposals had been forwarded by email previously to council members by clerk Massman upon receipt. The project proposals were reviewed and discussed. Each project was noted to be individually less than \$5,000; therefore, additional bids would not be required. The projects included: Culvert inlet near Dennis Fick Shelter Insurance - \$4,950; Fatima sidewalk replacement near main entrance - \$1,650; Street patches for 3 sections of roadway - \$3,300; curb and sidewalk repair near the Westphalia Winery - \$4,950; and curb and gutter repairs across from City Hall near the parish office, church side - \$4,900. A motion was made by Alderman Chris Dickneite, and was seconded by Alderman Jake Plassmeyer to approve individually the 5 additional bid proposals submitted by Verslues Construction. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

Lastly, in other business, housekeeping topics were addressed. Mayor Delbert Wieberg shared that he had contacted Frank Rustemeyer Masonry and requested contract labor assistance with re-installation of the

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limestone step at the entrance of City Hall. Scope of work was estimated to be under \$500 and approved by Mayor Wieberg. The stone has been reset and city clerk Massman noted that an invoice had been received from Rustemeyer totaling \$400. Payment will be rendered and reflected on next month's expense report.

Mayor Delbert Wieberg shared that education was provided regarding the need for a city business license to the owner of Saddle Up Sips; a food truck vendor. City clerk Massman confirmed that the application for a city business license and all supporting documents was provided by the vendor prior to initiation of business sales within the city limit.

Next, Mayor Wieberg reported that he was informed of a food truck vendor – The Red Cow Bakery - that was set up in the Legend's Bank parking lot on Saturday, June 27th. Mayor Wieberg validated that the food truck vendor did not currently possess a city business license, met with the vendor/owner on said date, and informed them of the need to submit an application for a city business license with the city clerk. Contact information for the city was provided to the vendor. Education was provided that all businesses producing sales within the city limits, including mobile units are required to have a city business license prior to any business conducted. City clerk Massman noted that the city has yet received a call or any application for the said business to date.

Mayor Wieberg requested that the council consider replacement of the city's computer processor. City clerk Massman noted that the computer is about 8-10 years old; that it takes extended time to start up, open and transition between programs; which are also running very slowly. City clerk Massman will contact Remote Computer Services for an estimate on replacement cost for an updated system.

City clerk Massman next provided an update for the clerk's task pad during the month of June. A handout was provided. Massman shared that all normal regular monthly duties were completed in addition to processing of the city's annual General Liability and Worker's compensation insurance renewals, annual city liquor license invoices were sent out; and renewals were processed as received. A new business license for Saddle Up Sips was issued. An annual financial statement was completed for the Missouri Ethics Commission. The closeout request for ARPA funds was submitted and confirmed. A CAC review and update conference was completed with SEMA; also attended by Mayor Wieberg. The quarterly tax transfers to the SRD of motor vehicle and franchise tax were processed.

The next city meeting date was set for Tuesday, July 28, 2026, at 6:00 p.m. at City Hall.

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