Westphalia Board of Aldermen
Meeting Minutes for October 27, 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, UD reporter-Theresa Brandt and guests-Sam Barnhart of Huntline Hotel dba Westphalia Inn and Douglas Lachowicz.

The meeting minutes from the September monthly meeting were reviewed. A motion was made by Alderman Chris Dickneite and was seconded by Alderman Dennis Peterman, to approve the September meeting minutes. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

The October monthly expense report was reviewed next and questions were answered by city clerk Tammy Massman. The city expenses note the amount of $3,597.20, sewer system expenses in the amount of $8,309.33, special road district expenses in the amount of $329.40. City receipts in the amount of $13,136.18, sewer system receipts in the amount of $9,218.22, and special road district receipts in the amount of $6.65. Total city checking account balance of $143,403.21, total sewer system checking account balance of $95,108.25, total special road district checking account balance of $93,570.20, and total special road district savings account balance of $5,140.82. Total city CDs in the amount of $471,520.99, total sewer system CDs in the amount of $558,175.51, and total special road district CDs in the amount of $561,954.05. A motion was made by Alderman Jake Plassmeyer, and was seconded by Alderman Chris Dickneite to approve the October monthly expense report. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes.

The sewer system report followed 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. Fourth quarter samples were collected. The September Monthly Flow Report and 3rd Quarter Discharge Monitoring Report were prepared by Lachowicz and City Clerk Massman; Massman submitted both reports to MoDNR via the EDMR portal; denoting acceptance. Land application of sludge is anticipated to be completed later this week. Infrared panel inspections were completed. Lachowicz noted that the skimmer arm needs to be replaced estimating costs not to exceed $300.00; and a new dip net and scrub brushes will also need to be replaced; estimating costs for those at $130.00. Mayor Wieberg and aldermen noted agreement to approve purchases for all new equipment requested by Lachowicz. A formal motion was not initiated given total expenses were anticipated to be under $500.00. No other concerns for the plant or lift stations were identified.

Mayor Wieberg next provided an update on the next steps for the Clean Water Engineering Report Grant (ERG). The completed ERG application and supporting documents requested by MoDNR were submitted following the September meeting; noting that the application had been accepted for next steps. Mayor Wieberg shared that he, City Clerk Massman and sewer operator-Lachowicz had attended a virtual meeting with Heather Rosenberg, CWSRF Project Manager for MoDNR Financial Assistance Center on Friday, October 23, 2026. Ms. Rosenberg provided an introduction of her role as the city's advisor moving forward with the grant process, and an overview and review of all forms next required of the city. A zip-file was sent to the city with all required forms. One of the documents shared was a listing of potential engineering firms that may be solicited for an RFP. The firms were reviewed and discussed; familiarity was noted with Cochran (whom has previously inquired about bid submission), MECO Engineering, Klingner & Associates, and Bartlett & West. The city would be required to solicit at least three firms for RFPs per Ms. Rosenberg either by direct solicitation or by advertisement. The draft RFP that the city had previously devised was forwarded to Ms. Rosenberg for review and recommendations following the virtual meeting.

City Clerk Massman will work through the forms and present them to Mayor Wieberg and sewer operator-Lachowicz for review and signatures. It was anticipated that all forms could be completed within the next 30 days. Mayor Wieberg next shared some of his wish list items related to the construction of the new plant which could be considered during the design planning stages. Back-up systems and generators were identified to be new requirements as part of design planning which were not part of the 2005 system build. Plan designs were noted to be on an anticipated 25-year life expectancy.

Winter preparedness was next on the agenda. City clerk-Massman noted that the city had received only one formal bid proposal via city email to date. Alderman Jake Plassmeyer had developed an RFP and shared that he had forwarded the RFPs to area contractors for bid submissions; Plassmeyer had not received any additional bids. The sole bid from Elite Landscapes-Corey Jaegers offered:

> *Hourly rate for truck plowing and spreader - $70.00 per hour; Hourly rate for skid steer to remove snow if needed - $100.00 per hour; Dump truck to haul (2-ton dump truck) - $80.00 per hour; .55/lb. for salt if Elite buys it with spreading included; .95/lb. for -20 ice melt if Elite purchases and that price includes spreading.*

Mayor Wieberg shared that he had spoken with Jaegers and Corey questioned if the bid submission was going to be required each year; noting he has been the contractor awarded the past several years. Wieberg shared that he had informed Jaegers that the city was open to establishing a term contract this year with the contractor awarded the bid so that solicitations did not have to be requested annually. City Clerk Massman provided the 2025 accepted proposal for bid comparison. A motion was made by Alderman Chris Dickneite, and was seconded by Alderman Jake Plassmeyer to approve the bid proposal for contracted snow removal services submitted by Elite Landscapes - Corey Jaegers. Aldermen votes: Dennis Peterman-yes, Chris Dickneite-yes, Jake Plassmeyer-yes and Caitlin Berhorst-yes. City clerk Massman will notify Elite Landscapes of the awarded contract and inquire if a term contract; proposing a 3-year contract would be of interest for the contractor. If desired a formal 3-year contract will be presented to the city for review and signature; alongside the submission of all necessary documents validating a certificate of insurance coverage. The city continues to have a holding bin in the maintenance building of salt supplies.

Next, on the agenda was business licensing follow up related to requests from Sam Barnhart, owner of Huntline Hotel dba Westphalia Inn. Mayor Wieberg noted he had solicited some information regarding farmers markets from area municipalities. Mayor Sean Wilson of the City of Waynesville replied identifying some state statutes, providing a brief overview; and encouraged utilizing MML as a resource to address some questions related to business licensing requirements. Statutes included and reviewed were:

- **71.630 RSMo:** Farmers selling what they grow are exempt from city license fees.
- **71.610 and 71.620 RSMo:** A city can only license businesses that state law allows, and these list the exemptions.
- **94.270 RSMo:** Licensing authority for fourth-class cities like ours.
- **196.298 RSMo:** The cottage food law for homemade items.
- **144.083 RSMo:** The state's No Tax Due requirement.

Additionally, Mayor Wieberg shared that he had inquired with Anne Freand with MRPC regarding the topic. Ms. Freand's comments were discussed. Zoning regulations were reviewed; Westphalia Inn is noted to be in a C-1 district. Uses of and parking spaces for the business were reviewed in accordance with the current

business's variance in place. Sam Barnhart addressed the council; reviewing and providing additional information and details for what he is requesting of the city to consider; sharing a proposing calendar of event items. The anticipated number of attendees and parking constraints for particular events were highlighted. Barnhart voiced that 50 persons were about the maximum number of people that the building space can accommodate. Events being proposed and shared for discussions were: dinner clubs with feature menus (acknowledged to be within the business's current licensing so long as the meals were prepared on site); farmers market, Plein Air Art events (stating one is being hosted this coming weekend), and other events geared around hunting, various vendors, food competitions (cook-offs) and potentially hosting booth spaces for crafts and antique dealers. It was noted that all events would be held on the property site; depending on size for the event; indoor and outdoor events would be anticipated. The definition for a farmers' market was reviewed according to statute 71.630 RSMo. Discussion of a C-1 district allowances verses a C-2 district were held. The draw for increased foot traffic and patrons within the business district was voiced to be the overall desire in hosting a variety of events. Rezoning of the property was not of interest at this time. A draft application for special events and festivals previously considered was reviewed and shared with Barnhart; along with copies of the information provided by Mayor Wilson from City of Waynesville. Questions related to insurance coverage for Barnhart hosting any of the proposed events were deferred to the Westphalia Inn's independent insurance carrier. The need for proof of a special event insurance denoting the City as additionally insured was noted to be applicable only for events held with city approval, on city property referencing events such as the annual car show and prior Christmas on Main events. Discussions for the possible development of a new city ordinance and application process related to special events continued; possible association licenses or inclusions of temporary licenses for special events were entertained; along with considerations to allow independent pop-up vendors to sell goods within the city limits. Ongoing review of how other municipalities handle these types of events was noted to require further considerations and review by aldermen. The topic was tabled at this time.

The clerk's report followed as the next agenda item. City Clerk Massman provided a handout and reviewed the October task pad items. The Department of Revenue renewal Form 4379 was completed. The EDMR – Monthly Flow Report for September and 3rd Quarter Discharge Monitoring Report was completed and filed with MoDNR via the MoGem portal. The Clean Water Engineering Report Grant Application (ERG) continues to progress; a virtual teleconference was held with Heather Rosenberg-DNR and additional city forms and applications are being prepared for submission to MoDNR Financial Assistance Center. Third quarter tax reports - 941 and Division of Employment Security deposits were processed. The SRD – Snow removal and winter preparedness RFP was drafted and forwarded for bid solicitation. Cellular business license renewals are being prepared and processed upon receipt.

Other business was next; no formal items were presented. Mayor Wieberg did request of Theresa Brandt-reporter for the Unterrified Democrat; that a correction be placed in the paper denoting that 1.5% is the correct revolving fund percentage instead of 5% that was written in last month's article. Brandt voiced she would submit the correction.

The next city meeting date was set for Tuesday, November 17, 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.