

Westphalia Board of Aldermen Meeting Minutes for March 26, 2024

The Westphalia Board of Aldermen meeting was called to order by Mayor Tammy Massman. Roll call was taken. Aldermen present were Aldermen Delbert Wieberg, Stanley Heckman, Jake Plassmeyer and Lori Asel. Also present at the meeting were sewer operator-Curtis Wheat of Mid Mo Operations, and UD reporter Theresa Brandt.

The meeting minutes from the February monthly meeting were reviewed. A motion was made by Alderman Stanley Heckman and was seconded by Alderman Delbert Wieberg, to approve the February monthly meeting minutes. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Lori Asel-yes.

The March monthly expense report was reviewed. The city expenses note the amount of \$12,389.56, sewer system expenses in the amount of \$6,864.35, ARPA expenses in the amount of \$0.00, special road district expenses in the amount of \$2,009.91. City receipts in the amount of \$11,090.50, sewer system receipts in the amount of \$8,954.68, and special road district receipts in the amount of \$9,509.32. Total city checking account balance of \$172,671.52, total sewer system checking account balance of \$74,088.45, total special road district checking account balance of \$104,230.63, ARPA checking account balance of \$54,513.37 and total special road district savings account balance of \$5,121.65. Total city CDs in the amount of \$449,935.15, total sewer system CDs in the amount of \$534,350.85, and total special road district CDs in the amount of \$536,277.85. A motion was made by Alderman Stanley Heckman, and was seconded by Alderman Jake Plassmeyer to approve the March monthly expense report. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Lori Asel-yes.

The sewer system report was next on the agenda. Mayor Massman acknowledged that a report was submitted by Mid MO Operations. Sewer operator-Curtis Wheat reported to the council that the plant and lift stations are all running without issues. The UV lights have been installed and will be plugged in on Friday, 3/29/24, ahead of the April 1 deadline to begin UV operations. Second quarter samples will be collected in April. Operators will also be collecting yearly soil and sludge samples per annual land application requirements. First quarter reports will be calculated, prepared and submitted by Mayor Massman prior to April deadline. Repairs were made to the Devin Lane lift station pump, off of Linn Street, that was alarming due to the pump being plugged with a hair scrunchie. The capacitors were additionally replaced at the Devin Lane pump and replacement parts were purchased. Wheat reported that sludge will need to be hauled soon. Operators will contact Mid Mo Environmental-Shawn York to request to be placed on the list for hauling services once the weather allows. Additional approvals/requests posed by Operator Wheat for the council included: a request for an electrician to fix the dusk to dawn light at the main plant. The light is dim. The old bulb was noted to be a high-pressure sodium bulb; 150 watts; Model ED17; and if alongside approval for sludge to be hauled, it was requested that Mid Mo Environmental also pump out all the lift stations while the pump truck/vac was here in order to remove all the excess water and grit in the basins. A motion was made by Alderman Delbert Wieberg, seconded by Alderman Jake Plassmeyer to approve all requests made by Operator Wheat including allowance for operators to contact Mid Mo Environmental to schedule hauling of sludge and clean all lift stations while present; and for Mayor Massman to contact Schaefer Electric to repair and replace the light in the dusk to dawn pole at the sewer plant. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Lori Asel-yes. Alderman Wieberg noted that he is continuing to solicit bids from PMF, AMS, IEI and Arrow-Met for replacements of the air header manifolds. Mayor Massman noted that annual ARPA reports will additionally be prepared and submitted by April 30, 2024.

Mayor Massman continued the meeting with the next agenda item-Budget. Mayor Massman provided a handout of the proposed 2024-2025 budget, with adjustments made to the proposed budget template following last

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month's meeting discussions. Council members were reminded that this working document is proposed for the upcoming fiscal year 2024-2025, which outlines each account separately, following a combined proposal page for the city, sewer and special road district. Mayor Massman reviewed and discussed the items on the budget explaining that only potential increases for revenue are anticipated yet in the interest income, business licenses and for Osage County Road tax categories. These will be complete once banking statements are received at the end of the month. Mayor Massman reported that no additional expenses are anticipated to close out the current fiscal year. Mayor Massman denoted the proposed combined budget is reflecting a positive combined balance of \$25,128.00 to date. A motion was made by Alderman Stanley Heckman and was seconded by Alderman Delbert Wieberg, to approve the proposed budget for the upcoming fiscal year 2024-2025. Aldermen votes: Delbert Wieberg-yes, Stanley Heckman-yes, Jake Plassmeyer-yes, and Lori Asel-yes. Mayor Massman will sign off on the budget template and forward a copy to the city's accountant, insurance carrier, and State of Missouri-Auditor's office.

Next, was other business. Housekeeping topics were addressed. Mayor Massman reported that there were approximately 5 or 6 business licenses that had not yet been received. Current business licenses are valid only thru March 31, 2024. Mayor Massman noted that as per the business license ordinance, late fees will be assessed to those business licenses that are not renewed prior to the March 31st deadline.

Mayor Massman reported that many compliments have been received regarding the addition of the chatted area at the recycle bin.

Alderman Delbert Wieberg questioned if the bid processes could be started for some road work projects. Alderman Stanley Heckman noted that the next asphalt project would be for the North Maries Avenue and Linn Street area. Mayor Massman agreed. Off street areas for concrete and gutter work identified by the council for improvements would additionally include the same areas of Linn Street, North Maries Avenue with the addition of South Maries Avenue stretching from the intersection of Hwy 63 and Maries Avenue to Main Street. Mayor Massman will begin to solicit bids.

The next city meeting date was set for Tuesday, April 30, 2024 at 6:00 p.m. at City Hall.

A motion to adjourn the regular 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 Lori Asel-yes.