

## **Westphalia Board of Aldermen Meeting Minutes for June 25, 2024**

The Westphalia Board of Aldermen meeting was called to order by Mayor Tammy Massman. Roll call was taken. Aldermen present were Aldermen Stanley Heckman, Jake Plassmeyer and Caitlin Berhorst. Also present at the meeting were Aaron Lachowitz-sewer operator of Mid MO Operations; and UD reporter-Theresa Brandt. Alderman Delbert Wieberg was absent.

The meeting minutes from the May monthly meeting were reviewed. A motion was made by Alderman Jake Plassmeyer and was seconded by Alderman Stanley Heckman, to approve the May meeting minutes. Aldermen votes: Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes.

The June monthly expense report was reviewed. The city expenses note the amount of \$21,795.63, sewer system expenses in the amount of \$8,716.55, ARPA expenses in the amount of \$0.00, special road district expenses in the amount of \$369.40. City receipts in the amount of \$11,529.48, sewer system receipts in the amount of \$8,407.21, and special road district receipts in the amount of \$8,528.04. Total city checking account balance of \$173,195.02, total sewer system checking account balance of \$77,286.78, total special road district checking account balance of \$112,081.62, ARPA checking account balance of \$54,513.37 and total special road district savings account balance of \$5,123.56. Total city CDs in the amount of \$452,888.41, total sewer system CDs in the amount of \$535,446.91, and total special road district CDs in the amount of \$539,700.14. A motion was made by Alderman Jake Plassmeyer, and was seconded by Alderman Caitlin Berhorst to approve the June monthly expense report. Aldermen votes: Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes.

The sewer system report was next on the agenda. Mayor Massman acknowledged that a report was submitted by Mid MO Operations. Sewer operator-Aaron Lachowitz reported to the council that the UV parts arrived and operators will work on getting all items installed this week. Mayor Massman noted that the city has been invoiced for the parts and payment was submitted to Trojan Technologies. Sludge hauling has been delayed. Lachowitz reported that they had reached out to Mid Mo Environmental; Shawn York again to arrange hauling services and was informed by York that he had sold his pump truck. Lachowitz noted that operators are working on obtaining other quotes for sludge removal and hauling, but noted that quotes previously were noted to be higher. Lachowitz will alert Mayor Massman of pricing once information is received. The plant was randomly selected by the DNR lab to be sampled. All samples passed with no issues noted. Routine plant maintenance is underway. The blowers, gear boxes, and mechanical equipment have all had oil changes and lubes. The replacement of rubbers scrappers will be completed in the coming weeks. Second quarter reports will be processed mid-July on the sample results received from Engineering Survey & Services (ES&S). Lachowitz and Mayor Massman noted that ES&S are establishing a better routine with reporting; noting test results are being returned a bit faster. Quarter 3 sampling can be obtained after July 1<sup>st</sup>. Operators are recommending that sludge be pumped from the plant and that the UV lights system be repaired before sampling. Mayor Massman noted that a bid was received this week for replacements of the air header manifolds. Discussions regarding this bid and whether or not other bids were able to be obtained will be deferred until the July meeting given Alderman Delbert Wieberg's absence and inability to share further updates.

Next in other business, housekeeping topics were addressed. Mayor Massman reported that she had met with 2 additional concrete contractors following the May meeting in efforts to obtain additional bids for comparison to the only one received from Verslues Construction. Both Berendzen Construction and Advanced Concrete declined submitting a bid. As per agreement of Aldermen, during the May meeting, Mayor Massman alerted Aldermen of the lack of additional bids via an email correspondence, and unanimous approval was received to award the concrete work contract to Verslues Construction, allowing the projects to continue to move forward. Mayor Massman shared that the contract was signed and returned to Verslues Construction. Verslues noted availability to start and complete the projects over the next 2-3 months, working them in while they are working

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in the area on the Fatima school project.

The annual operating budget was requested and submitted to the MO Ethics Commission. This is an annual report required for submission.

Mayor Massman noted that Liquor License renewal invoices had been sent out this week and payments are due on or before July 31<sup>st</sup>. Two of the eight licenses were reported to be temporary licenses; ones for the annual St. Joseph's Parish picnic and one for the Lion's Club annual tractor pull. Current liquor licenses will expire July 31, 2024.

The topic of City Hall repairs was introduced again by Mayor Massman. Mayor Massman requested Aldermen to gather thoughts on what improvements they would like to pursue for the city hall building, so that during the July meeting a scope of work could be developed and Massman can begin bid solicitations. Alderman Heckman voiced agreement with this proposal, noting that upgrades to electrical services, HVAC and interior repairs were needed.

Alderman Stanley Heckman inquired if council members were open to having the weeds on and along the city sidewalks and gutters could be cut and sprayed. Alderman Jake Plassmeyer noted that would be a good idea. Mayor Massman noted that the city has a sprayer and weed killer that could be utilized. Alderman Stanley Heckman noted that he had an individual that was looking for additional work. Mayor Massman noted that in past years, the city had provided the supplies and paid time out at an hourly rate of \$20.00 per hour. Aldermen voiced agreement for Alderman Stanley Heckman to offer the individual the work of spraying weeds within the city limits on sidewalks and guttering areas at the hourly rate. If additional supplies are required, Alderman Heckman will alert Mayor Massman.

The next city meeting date was set for Tuesday, July 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: Stanley Heckman-yes, Jake Plassmeyer-yes, and Caitlin Berhorst-yes.