

JEFFERSON COUNTY, MISSOURI – JOURNAL

November 6, 2023
Work Session
Jefferson County Administration Center, Hillsboro, MO
Assembly Room
Page 1 of 3

The Jefferson County, Missouri, Council conducted a Work Session on Monday, November 6, 2023, at 6:30 p.m. in the Assembly Room of the Jefferson County Administration Center, located at 729 Maple Street, Hillsboro, Missouri.

I. CALL TO ORDER

County Council Chair Charles Groeteke called the meeting to order at 6:30 p.m.

II. PLEDGE OF ALLEGIANCE

Recited

III. ROLL CALL

District 1 - Council Member Haskins:	Absent
District 2 - Council Member Barbagallo:	Present
District 3 -	Vacant
District 4 - Council Member Groeteke:	Present
District 5 - Council Member Seek:	Absent
District 6 - Council Member Stallman:	Present
District 7 - Council Member Tullock	Present

IV. APPROVAL OF THE AGENDA

Council Member Bob Tullock made a motion to approve the Agenda as presented, seconded by Council Member Dan Stallman.

Vote:

District 1 - Council Member Haskins:	Absent
District 2 - Council Member Barbagallo	Yes
District 3	Vacant
District 4 - Council Member Groeteke:	Yes
District 5 - Council Member Seek:	Absent
District 6 - Council Member Stallman:	Yes
District 7 - Council Member Tullock:	Yes

Motion carried.

V. COUNTY BUSINESS

A. Proposed Personnel Administration Program Update

David Courtway, Director of Administration, along with Dana Downs, Human Resource Manager, provided the County Council with a presentation regarding recommended changes to the Personnel Administration Program. Deputy Director of Administration Ashley Fears provided handouts to the Council regarding the updates. Mr. Courtway stated the changes had been presented to the County Employee Merit Commission who concurred with the changes. Ms. Downs reviewed each change with the Council and both she and Mr. Courtway responded to the Council Members' questions. Council Chair Groeteke mentioned if any of the Council Members came up with any other questions or needed any more clarification, to reach out to Mr. Courtway before the Council Meeting on Monday, November 13, 2023.

JEFFERSON COUNTY, MISSOURI – JOURNAL

November 6, 2023
Work Session
Jefferson County Administration Center, Hillsboro, MO
Assembly Room
Page 2 of 3

B. Proposed Purchasing Policy Updates

David Courtway, Director of Administration, along Ashley Fears, Deputy Director of Administration, provided the County Council with handouts and a presentation regarding Chapter 130 Procurement Policy Procedures, Chapter 131 Design-Build Projects, and Chapter 132 Construction Manager Risk. Mr. Courtway stated most of the changes were housekeeping changes, spelling corrections, clarifications, etc. Council Members asked questions regarding the updates, with responses from Mr. Courtway, Jackie Doyle, Purchasing Manager, and Dennis Gannon, County Executive.

C. Rockford Beach Park- Name Change Consideration

Tim Pigg, Director of the Parks Department, spoke regarding the issues Rockford Beach had over the summer. After several meetings which included himself, County Executive Gannon, Sheriff Marshak, the High Ridge Fire Chief, the Big River Ambulance Chief, Mr. Courtway, and Councilman Haskins, a suggestion was made to change the parks name to help keep the public safe and from assuming that the park is a beach. Mr. Pigg provided the following list of potential names for Rockford Beach:

- Rockford Park
- House Springs Access
- Adam House Park
- James Head Park
- Nathaniel B. Tucker Park
- Demaree Park

D. Minimum Lot Size Legislation

County Counselor Jalesia Kuenzel spoke about Councilman Tullock's idea to put together a Resolution to amend the minimum lot size. After looking into the legality of doing this, Ms. Kuenzel mentioned the County Council is not authorized to direct the Planning & Zoning Commission. Ms. Kuenzel stated prior to September of 2020 there was no Section 400.1175 in the Jefferson County Code. This Section was added to the County's Unified Development Order by Ordinance 20-0406. Ms. Kuenzel spoke about the potential legal pitfalls and options to minimize the pitfalls. She suggested that Councilman Tullock, County Services & Code Enforcement Director Mitch Bair, and herself have a meeting to discuss the amendments that we want to see in the Code, and then present it to the County Council. The Resolution would be for County Services to present it to Planning & Zoning and then Planning & Zoning can then have a hearing on it.

E. Budget Discussion

County Executive Dennis Gannon stated the dates for the Budget Work Session will be November 16 and 17, 2023. There is also a Budget Workshop, with Auditor Kristy Apprill and Director of Administration David Courtway, on November 8, 2023, for Council Members who wanted to discuss the Budget individually to help understand it better.

F. December 2023 Council Meetings

Executive Gannon went over the Council Meetings dates for both November and December 2023. Mr. Gannon stated he would like to introduce the 2024 proposed Budget, have a Public Hearing, and the first read of the Budget at the Council Meeting on November 27, 2023. The second and third reading of the Budget

JEFFERSON COUNTY, MISSOURI – JOURNAL

November 6, 2023
Work Session
Jefferson County Administration Center, Hillsboro, MO
Assembly Room
Page 3 of 3

would be at the Council Meeting on December 11, 2023. If there were any amendments made to the Budget there will still be ten days for a proposed new Council Meeting on December 21, 2023, instead of being on December 26, 2023. Since there would be two Council Meetings in December, the requirements of the Charter would still be met. He asked the Council to let him know their feedback with moving the date in December.

VI. ADJOURNMENT

Council Member Tullock made a motion to adjourn the meeting, seconded by Council Member Stallman.

Vote:

District 1 - Council Member Haskins:	Absent
District 2 - Council Member Barbagallo	Yes
District 3 -	Vacant
District 4 - Council Member Groeteke:	Yes
District 5 - Council Member Seek:	Absent
District 6 - Council Member Stallman:	Yes
District 7 - Council Member Tullock:	Yes

Motion carried, and the meeting adjourned at 8:01 p.m.