

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
REGULAR MEETING HELD ON
Tuesday, December 19, 2017**

A regular board meeting of the Cochise County Board of Supervisors was held on Tuesday, December 19, 2017 at 10:00 a.m. in the Board of Supervisors' Hearing Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Ann English, Chairman; Patrick G. Call, Vice-Chairman; Peggy Judd, Member
Staff Edward T. Gilligan, County Administrator; Arlethe G. Rios, Clerk of the Board; Sara
Present: Ransom, Civil Deputy County Attorney

Chairman English called the meeting to order at 10:00 a.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

CALL TO THE PUBLIC

Chairman English opened the call to the public.

Ms. Wilson, Sierra Vista resident, addressed the Board regarding her concerns over the Jail Operations under the Sheriff's Office and suggested creating a citizen review panel in order to create more transparency regarding jail policies and procedures.

No one else chose to speak and Chairman English closed the call to the public.

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda.

CONSENT

Board of Supervisors

1. Approve the Minutes of the regular meeting of the Board of Supervisors of December 5, 2017.

Community Development

2. Approve the re-appointment of Mr. David Greenberg to the Public Lands Advisory Committee, District 1, for a two year term effective July 1, 2017 to June 30, 2019.

3. Approve the reappointment of Tom Borer, Nathan Watkins and Jim Martzke to the Planning and Zoning Commission, with terms effective to December 31, 2021.
4. Approve the reappointment of Mr. Grady Butler to the District 1 Board of Adjustment, Ms. Estelle "Fern" Lawson to the District 2 Board of Adjustment, and Ms. Helen Barnard to the District 3 Board of Adjustment, for terms effective to December 31, 2021.

Finance

5. Approve demands and budget amendments for operating transfers. Warrants Nos. 22270-22569 were issued in the amount of \$1,518,065.68.

Pursuant to A.R.S. §11-217(C), the published minutes shall include all demands and warrants approved by the Board in excess of one thousand dollars except that multiple demands and warrants from a single supplier or individual under one thousand dollars whose cumulative total exceeds one thousand dollars in a single reporting period shall also be published.

<u>Fund</u>	<u>Vendor</u>	<u>Amount</u>
115	B-R Constructors, Inc	\$125,772.00
100	Hanigan Thomas H.	\$115.00
100	Valenzuela, Shawwna	\$33.62
100	Hardt, Candece Joann	\$2.35
100	Lopez, Heather Lorane	\$17.00

Issued warrants are listed as an attachment at the end of the minutes.

Vice-Chairman Call moved to approve items 1-5 on the consent agenda. Supervisor Judd seconded the motion and it carried unanimously.

ACTION

Board of Supervisors

6. Discussion and possible action regarding an organization wide one-time exemption to the Forfeiture of Leave policy, page 27 of The Cochise County Human Resources Policy Manual.

Mr. Gilligan presented this item. Mr. Gilligan stated that he was requesting that the Board vacate all vacation leave hours in excess of 240 and in most cases deposit the excess hours into the countywide leave bank. He explained that any hours in excess of 240 would not be paid out to employees upon departure, noted that this was in preparation for a complete review of the County's leave policy and added that once that was reviewed and finalized it would be brought before the Board for approval.

Chairman English clarified that this action would put any loss of excess leave on hold until the policy was reviewed and updated.

Vice-Chairman Call asked Mr. Gilligan to clarify if this was a one time action.

Mr. Gilligan said that it was a one time action and with a revised policy issues of excess leave would be addressed.

Vice-Chairman Call moved to approve an organization wide one-time exemption to the Forfeiture of Leave policy, page 27 of The Cochise County Human Resources Policy Manual. Supervisor Judd seconded the motion.

Chairman English called for the vote and it was approved 3-0.

7. Approve the 2018 Cochise County calendar reflecting the schedule of the Regular Board of Supervisor meetings for the calendar year 2018, the 2018 holidays and pay days, and authorize the Clerk to post the Public Notice of the 2018 meeting schedule.

Ms. Rios presented this item. Ms. Rios stated that the calendar confirmed dates of regular board meetings, special budget meetings, holidays, and pay days for the 2018 calendar year.

Supervisor Judd moved to approve the 2018 Cochise County calendar reflecting the schedule of the Regular Board of Supervisor meetings for the calendar year 2018, the 2018 holidays and pay days, and authorize the Clerk to post the Public Notice of the 2018 meeting schedule. Vice-Chairman Call seconded the motion.

Chairman English called for the vote and it was approved 3-0.

8. Approve the over-the-counter sale of tax deed properties as set forth in the attached Exhibit A, plus related administrative fees.

Ms. Rios presented this item. She said that there had been two bids received for 16 parcels for a total sale of \$5,046 (\$4,896 for the bid and \$150 administrative fees).

Vice-Chairman Call moved to approve the over-the-counter sale of tax deed properties as set forth in the attached Exhibit A, plus related administrative fees. Supervisor Judd seconded the motion.

Chairman English called for the vote and it was approved 3-0.

Community Development

9. Adopt Resolution 17-24 abandoning portions of public easements as depicted in the Survey entitled Deer Haven Ranches, more particularly described in said Resolution.

Ms. Karen Riggs, Highway & Floodplain Director, presented this item using a PowerPoint presentation. Ms. Riggs gave the background and noted that there were no objections to the abandonment. She added that staff recommended approval of the abandonment.

Supervisor Judd moved to adopt Resolution 17-24 abandoning portions of public easements as depicted in the Survey entitled Deer Haven Ranches, more particularly described in said Resolution. Vice-Chairman Call seconded the motion.

Greg Jones, Supervisor of District Operations, Southwest Gas, stated that he was concerned no one had contacted his office regarding this abandonment and he asked the Board to table the item so that he would have an opportunity to review.

The Board withdrew the motion.

Supervisor Judd moved to table the item to the January 9, 2018 meeting. Vice-Chairman Call seconded the motion.

Chairman English called for the vote and it was approved 3-0.

County Treasurer

10. Approve \$3,300.33 in funds for the construction in the County Treasurer's Office work area.

Ms. Cathy Traywick, County Treasurer, presented this item. Ms. Traywick explained that this would be for construction to provide a private area for staff to conduct money related duties.

Chairman English directed Mr. Gilligan to work with Ms. Traywick regarding office work spaces as a part of the infrastructure goal under the strategic plan.

Chairman English removed the item from the agenda.

Court Administration

11. Certify that the total court revenues collected in Fiscal Year 2016/2017 exceeded total court revenues collected in Fiscal Year 1997/1998 and authorize distribution of the 5% set-aside revenues, pursuant to ARS 41-2421.

Mr. Eric Silverberg, Court Administrator, presented this item. Mr. Silverberg stated that this was a standard procedure, but required Board approval.

Supervisor Judd moved to certify that the total court revenues collected in Fiscal Year 2016/2017 exceeded total court revenues collected in Fiscal Year 1997/1998 and authorize distribution of the 5% set-aside revenues, pursuant to ARS 41-2421. Vice-Chairman Call seconded the motion.

Chairman English called for the vote and it was approved 3-0.

Facilities

12. Approve a Pipeline Utility Easement W.R. No. 34063/LRS No. 7009 with Southwest Gas Corporation to abandon and replace sections of Gas Pipeline at the Bisbee Douglas International (BDI) Airport in the amount of \$1 in perpetuity for the property described in Exhibit "A".

Mr. Jay Howe, Facilities Management Director, presented this item. Mr. Howe said Southwest Gas was present to answer any questions and that this was just a formality to insure Southwest Gas had the ability to work out in the easement when necessary.

Vice-Chairman Call moved to approve a Pipeline Utility Easement W.R. No. 34063/LRS No. 7009 with Southwest Gas Corporation to abandon and replace sections of Gas Pipeline at the Bisbee Douglas International (BDI) Airport in the amount of \$1 in perpetuity for the property described in Exhibit "A". Supervisor Judd seconded the motion.

Chairman English called for the vote and it was approved 3-0.

13. Approve Gas Line Utility Easement at Cochise County Regional Service Center in Willcox for the City of Willcox.

Mr. Jay Howe, Facilities Management Director, presented this item. Mr. Howe asked for the Chairman to remove this item from the agenda until a proper easement agreement was prepared as requested by the County Attorney's Office.

Chairman English removed the item from the agenda.

Finance

14. Approve the issue of the Public Safety Personnel Retirement System (PSPRS) pre-judgment interest refunds to the applicable PSPRS members in the amount of \$82,614.85.

Ms. Lynette Nowlan, Finance Director, presented this item. Ms. Nowlan gave the background and noted that this interest refund was a result of the Parker Court case. She added that there would be 74 refunds issued in the amount of \$82,614.85.

Vice-Chairman Call moved to approve the issue of the Public Safety Personnel Retirement System (PSPRS) pre-judgment interest refunds to the applicable PSPRS members in the amount of \$82,614.85. Supervisor Judd seconded the motion.

Chairman English called for the vote and it was approved 3-0.

REPORT BY EDWARD T. GILLIGAN COUNTY ADMINISTRATOR -- RECENT AND PENDING COUNTY MATTERS

Mr. Gilligan deferred his report.

SUMMARY OF CURRENT EVENTS

Report by District 1 Supervisor, Patrick Call

Vice-Chairman Call deferred his report.

Report by District 2 Supervisor, Ann English

Chairman English stated that there would be an awards ceremony for tenure employees after the Board meeting.

Report by District 3 Supervisor, Peggy Judd

Supervisor Judd noted that the City of Willcox had been successful in installing new lights for their road system.

Chairman English adjourned the meeting at 10:51 a.m.

APPROVED:

Ann English, Chairman

ATTEST:

Arlethe G. Rios, Clerk of the Board