

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS  
SPECIAL/EXECUTIVE MEETING HELD ON  
TUESDAY, JUNE 2, 2020**

A special meeting of the Cochise County Board of Supervisors was held on Tuesday, June 2, 2020 at 10:00 a.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Thomas E. Borer, Chairman; Ann English, Vice-Chairman; Peggy Judd, Supervisor  
Staff Present: Edward T. Gilligan, County Administrator  
Britt Hanson, Of Counsel, County Attorney  
Kim Lemons, Clerk of the Board

Chairman Borer 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**

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***ACTION***

**Board of Supervisors**

*Pursuant to A.R.S. § 38-431.03, Subsection (A), paragraph (1), the Board may enter into executive session for discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, or resignation of a public officer, appointee, or employee of any public body.*

1. Approve 2-Year Extension of Contract with County Administrator Edward T. Gilligan.

Vice-Chairman English stated there was no need to go into executive session for this meeting. Mr. Gilligan and Supervisor Judd agreed.

Chairman Borer said that Mr. Hanson had sent out a draft contract for the Board to review. He noted a couple of typographical errors and wanted to discuss changes to Section 6: Termination or Resignation of Services.

Chairman Borer said the Personal Time Off (PTO) for employees is an earned benefit and anything less than a 100% payout seems like a penalty.

The Board, County Administrator, and County Attorney discussed the current leave payout structure for employees and former county administrators.

Chairman Borer said with the Board demanding a 60-day notice, the 12% payout for an outstanding employee sends the wrong message for future administrators, and his recommendation is for 100% of accrued leave. This is fair for dedicated and committed employees at a higher-level position. This may not be the case for a first-year contract and changes could be made with future recruitments.

Mr. Gilligan said he wanted to strike a balance between former county administrators and county employees and while protecting the organization, putting it first. He detailed how he arrived at a payout of 12% of his accrued personal leave for each year of credited county service, at 100% of the annual salary.

Supervisor Judd asked how this would affect any future contracts.

Vice-Chairman English said the 12% was not a docking rate but a percentage with which Mr. Gilligan was comfortable. She talked about his exemplary service and under his leadership he has acted for the Board and the Strategic Plan. She wanted to grant him a 10% raise, but he does not think this is the appropriate time. She had no problem with 12% but was also willing to increase it.

Chairman Borer said he appreciated Mr. Gilligan's sacrifice in the initial contract to be aligned with other employees, but he owns all responsibility for the County.

Vice-Chairman English suggested 100% payout to show the Board's commitment to Mr. Gilligan.

Supervisor Judd said she would not vote against the 100% but asked Mr. Gilligan how he arrived at 12%.

Mr. Gilligan detailed that calculation based on previous and current accrual rates. He spoke of his service to the County and appreciation of the 100% offer.

Vice-Chairman Borer said the County Administrator's position is a 24/7 job, and this is an earned benefit. Considering that, and the quality of service, warrants this kind of acknowledgement.

Vice-Chairman English made a motion to approve 2-Year Extension of Contract with County Administrator Edward T. Gilligan with typographical errors fixed and on page 4, section 6 the percentage be changed from 12% to 100%. Supervisor Judd seconded the motion.

Chairman Borer asked the terminology in Section 13 clarify the County as the Board of Supervisors.

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

Chairman Borer adjourned the meeting at 10:34 a.m.

APPROVED:

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Thomas E. Borer, Chairman

ATTEST:

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Kim Lemons, Clerk of the Board