CALL TO ORDER

Mayor Hogan called the meeting to order at 7:00 PM.

ROLL CALL

Present: Mayor Jeffery Hogan, Deputy Mayor Mike L. Kelley, Jr., Councilmember Paul Crowley, Councilmember Daryl Eidinger, Councilmember Donna J. O'Ravez, Councilmember Steve Cope.
Absent/Excused: Councilmember Dave Olson.

Staff Present: City Manager Mark Bauer, Administrative Services Manager Bonnie Valens, Finance Director/City Clerk Debbie Zabell

COUNCIL BUSINESS

A. Puget Sound Energy Pole Designs - Rich Busch, AT&T

Mr. Busch provided Council with an update on the pole designs Puget Sound Energy had been working on that would fit into Meridian Corridor criteria. Mr. Busch noted a number of options for the poles as well as provided photo examples. He explained the designs and requirements for the antennas were for GPS 911 capabilities.

City Manager Bauer asked for clarification on the wood chase option. Council and staff discussed the criteria for the existing pole in the City’s right-of-way and requirements of the Department of Transportation. Council also discussed the size of the poles compared to the width of the sidewalk. Mr. Bush noted AT&T is requesting replacement of the existing pole with a wood chase and conduit cables mounted close to the poles.

Council inquired to the reason AT&T wants the pole to remain in the existing location. Mr. Busch stated the current location, in conjunction to other sites, provides greater coverage. He also noted AT&T would provide drawings to Council as to how the coaxial cables will align with the pole, noting that based on the land use maps, the quality of service varied surrounding the site. Moving the pole to another location, would further compromise the service. He further noted the next coverage site is approximately two miles away. The second reason for the equipment to remain at the current location is that AT&T is already paying rent.
City Manager Bauer noted there were originally four units, and now there are only two units in order to meet the north south configuration. Mr. Busch noted the height would be less than the existing transmission lines.

Councilmembers inquired about a cost of the right-of-use agreement noting there is no charge for the use of right-of-way. Mr. Busch stated under State statues, franchise fees can only be charged if a pole is owned by the City, is an existing pole, or if the pole is over 60. The City is bound by Washington State laws to approve the permit and the only allowable denials would be based on hazardous conditions, not on aesthetics. Mr. Busch stated AT&T instructed him to come to Council to find an agreement that would allow for the pole placement.

City Manager Bauer inquired if the steel pole described earlier is an option. Mr. Busch stated AT&T is amicable to finding a solution that works for both the City as well as AT&T that does not have a high cost. Mr. Busch noted AT&T's position is to continue use of the existing pole and Puget Sound Energy is open to options. The two designs on the table are the original steel pole and the pole with the wood shroud.

City Manager Bauer noted any further direction would have to come at a Regular Council Meeting. Council inquired if AT&T would come back with designs without spending a lot of time and money. Mr. Busch stated he would discuss with AT&T bringing back drawings of the pole, the cables, and curves.

B. City of Fife Information Technology Services Interlocal Agreement - Bonnie Valens, Administrative Manager

City Manager Bauer introduced the item to Council by providing Council with background on the Contract with the City's current Information Technology Services contractor, ProLink Systems. He noted that according to the Contract, the City must provide 60 days notice from the anniversary of the contract, which would be in February 2013. He also noted that the Contract could be dissolved upon mutual agreement with the contractor. He further noted the contractor has not been responsive in fulfilling the original intent of the Contract based on the inability to meet the timelines established in the Contract.

The contractor also serves to host the City's website, which would require the City to locate another website provider that would allow for a seamless transition. He noted that smaller cities, especially during these economic times, cities are sharing services, such as the City currently does with the City of Buckley for building inspection services. The City reached out to neighboring cities with the intent of sharing services, only the City of Fife replied.
City Manager Bauer noted the difference between private companies providing service versus another municipality, is that private companies are for-profit businesses. He also noted employees from government agencies tend to take on ownership of the equipment and represent the cities they are contracting as their own. He further noted some of the technology offered to the City might not immediately be utilized by the City.

City Manager Bauer noted the intent of the proposed Interlocal Agreements is to establish the option to move away from what we are doing, using a private contractor, to utilizing a public agency relationship. Staff is looking from the ground up to what the City has, noting what the City currently has is a piece-meal system being held together with bailing wire. City Manager Bauer stated the first step is to keep the City running in its current condition. The second step will be to create the planning document that gets the City moving into the future. The City of Fife’s proposal provides for this service.

Administrative Services Manager Valens provided background on the proposal and the benefits to both cities.

Councilmembers and staff discussed the current contract that is budgeted at $15,000 for consulting work, maintenance software updates, hosting website, noting there no hardware involved. The City’s current contractor charges $95.00 per hour. The City of Fife will charge the City $50.00 per hour with a minimum charge of $12,000 and a maximum of $17,000.

Councilmembers and staff discussed the minimum charge, noting there would be more work required from the City of Fife initially, and staff anticipates once the system is up to date, the work time will become less.

Administrative Services Manager Valens, noted the City of Fife is also a member of the Washington Cities Insurance Authority (WCIA), as such they know the newest requirements required by the insurance carrier. She also noted private companies are not up to date with the types of requirements government agencies are required to meet.

City Manager Bauer noted that currently the City is unable to determine the amount of off-site hours. The City of Fife will initially spend more money on hours, until the maintenance stage is complete. Staff is also looking at different applications that manage systems off-site like those of private companies. He also noted that based on the requirements for government agencies, it will take a little longer due to the requirements. WCIA is currently looking at those applications.

Councilmembers inquired about the T-1 line installed for Edgewood police. Police Chief Knutson noted the police currently has a T-1 Line and there may be the possibility of splitting
C. City of Fife Interlocal Agreement for Emergency Space Sharing – Bonnie Valens, Administrative Services Manager

Administrative Services Manager Valens introduced the item to Council by providing the background on the proposal and the benefits to both cities. She further noted the benefits the City of Fife can offer, including hosting the website, which would become a functional webpage.

It was noted that at the request of the City Attorney, the Agreements be split into two agreements that would provide a distinction between services and duties required under each agreement. As such, the Space Sharing Agreement would be an additional Agreement.

Councilmember expressed concern about how much space the City of Fife would need and what were the parameters the City of Fife could perform out of the Edgewood City Hall.

**ADJOURN**

Mayor Hogan adjourned the meeting at 8:12 PM.

Debbie Zabell, Finance Director/City Clerk Jeffery Hogan, Mayor