

APPLICATIONS TO DISCHARGE TRADE WASTES

Simpson That applications lodged by:
 Wilson, G.N. L.S. Gumushian - 137 Nepean Highway, Dromana; and
 D. Simitian - 139 Nepean Highway, Dromana
 be approved.

CARRIED

DEPARTMENT OF HEALTH - "CONFINED SPACES"

Boyd That the information be received and noted by the appropriate
 Simpson Officers.

CARRIED

Confirmed this 15th day of May 1982

CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

FINANCE COMMITTEE

MINUTES OF THE FINANCE COMMITTEE MEETING OF THE DROMANA-ROSEBUD SEWERAGE AUTHORITY
 HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 3.00 P.M. ON
 MONDAY 3rd MAY, 1982

MEMBERS ATTENDING:

D. A. Wyles (Chairman); G. N. Wilson; J. K. Buchanan.

Wilson G. N. That approval be given for payment of accounts as presented
 Buchanan in the sums of:

Current Account..... \$373,631.61
 Loans Account..... 1,306,312.95
 Wages Account..... 28,196.18
 Installations Account..... 24,941.77
 Waste Disposal Account..... 7,301.93

CARRIED

The Committee expressed concern at the information made available in the matter of some payments on the Loans Account. The Resident Engineer was requested to provide further and better information in future; he agreed to do so.

Buchanan That the March Account from the Consultants in the sum of
 Wilson G. N. \$23,181.29 be paid.

CARRIED

The Secretary was requested to discuss with Mr. I. Miller the question of charging Design Fees, Fees for Construction phase; and other charges such as Clerk of Works and Engineering services and to report the results of the discussion to the next Finance Meeting.

REPORT ON TENDERS - SEWERAGE INSTALLATIONS DEPARTMENT

Wilson G. N. That the Swerage Installations Clerk's report be received
 Buchan J. K. and the recommendations adopted and that Installation Contracts be awarded as follows:

LOCATION	ESTIMATE	TENDER PRICE	TENDERER
1 Arthur ST Dromana	1450	1155	D Milne
40 Bartels S Mc Cr	1831	1370	E Marks
3 Beverley Rd Mc Cr	2421	1890	M Brown
50 Beverley Rd Mc Cr	2472	1850	"
21 Browne ST Mc Cr	1420	1090	"
44 Burton St Mc Cr	862	625	E Marks
16 Carrigg St Dromana	1468	1075	"
11 Charles St Mc Cr	2414	1350	M Brown
20 Charles St Mc Cr	1654	1380	E Marks

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LOCATION	ESTIMATE	TENDER PRICE	TENDERER
23 Charles St Mc Cr	To be re-tendered		
38 " "	2590	1760	E Marks
56 Clarendon St Dromana	1613	1100	"
11 Coburn Ave Mc Cr	1401	980	M Brown
12 " "	2046	1420	"
30 " "	1491	1145	T Shillito
35 Foam St Rosebud	656	575	P Lawrence
4 Foote St Dromana	1658	1320	M Brown
32 Fourth Ave Rosebud	1057	890	P Lawrence
5 Hilary Ave Mc Cr	1545	1240	T Shillito
3 Marina St Dromana	1117	890	M Brown
137 Nepean Hwy Dromana	2097	2000	E Marks
139 " "	2403	2550	"
207 " "	2060	1590	"
295-7 " "	1616	1460	M Brown
303 " "	1811	1280	"
315 " "	1742	1600	E Marks
8 Noel ST Domana	1494	1260	M Brown
25 " "	1095	930	E Marks
27 " "	1210	975	"
6 Solander St	1430	1040	M Brown
12 " "	1560	1380	E Marks
13 " "	1223	1055	M Brown
16 " "	1047	770	E Marks

CARRIED

Buchanan That applications for extras and deductions lodged by -
Wilson G. N.

Drainage Plan No.	Contract No.	Contractor	Owner	Extras	Deductions
F16/32	901/03/75	M Brown	M Ferguson	105.00	9.00
H4/12	"	J Dickinson	I Naylor	30.00	
H11/33	901/03/72	E Marks	S Palisi	15.00	
S16/36	901/03/75	J Dickinson	E Griffith	73.50	
W14/17	901/03/71	P Nicholls	B Deluca	284.00	15.00

- be approved

CARRIED

Confirmed this.....day of.....1982

CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

AUTHORITY MEETING

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY, HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 7.30 PM ON WEDNESDAY 5TH MAY, 1982.

MEMBERS ATTENDING:

Members J. K. Buchanan (Chairman); F. R. Jennings;
D. A. Wyles; G. N. Wilson; H. W. Wilson; D. D. Boyd.

APOLOGIES:

Apologies were received from Members Simpson, Jefferson & MacDonald.

Jennings, F.R. That Member H.W. Wilson be appointed to act as Chairman until
Boyd, D.D. the arrival of Member Buchanan.

CARRIED

Wilson, G.N. That the apologies be accepted.
Wyles, D.A.

CARRIED

MINUTES OF MEETING HELD 14TH APRIL, 1982

Wilson, G.N. That the minutes of the Meeting held on 14th April, 1982
Boyd, D.D. be confirmed.

CARRIED

SECRETARY'S REPORT - VERBAL

Jennings, F.R. That the question of Bank Overdraft limits be deferred to
Boyd, D.D. to Finance Committee for consideration.

CARRIED

REPORT ON INTERCOM SYSTEM

Wyles, D.A. That the information be received and a full report on this
Boyd, D.D. and recommendations on the requirements of the Authority,
be made to the June Meeting.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD TO STATE RIVERS & WATER SUPPLY COMMISSION RE: PURIFICATION PLANT STAGE 2A

Boyd, D.D. That the information be received.
Jennings, F. R.

CARRIED

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GUTTERIDGE, HASKINS & DAVEY PTY LTD: PURIFICATION PLANT - STAGE 2A STEELWORK

Boyd, D.D. That the Authority call tenders for Contract 901/48/G in the
Jennings, F.R. estimated sum of \$28,500.00, following the approval of State
Rivers & Water Supply Commission.

CARRIED

Member Buchanan resumed the chair.

REPORT BY SENIOR PLUMBING & DRAINAGE INSPECTOR

Jennings, F.R. That the recommendations be adopted effective from this day
Wilson, G.N. (5.5.82)

CARRIED

Wilson, H.W. That all people who are currently employing the services of
Boyd, D.D. K. Collison, be advised of the Authority's actions and that
such people be advised that the Authority offer advice and
co-operation to enable plumbing works to be finalised
expeditiously.

CARRIED

GUTTERIDGE, HASKINS & DAVEY - RETICULATION STAGES 7A (i) & (ii) - CONTRACT 901/60/A

Boyd, D.D. That approval be given to call tenders in the estimated sum
Jennings, F.R. of \$900,000.00 following approval from State Rivers & Water
Supply Commission.

CARRIED

GUTTERIDGE, HASKINS & DAVEY - RETICULATION STAGE 5C - CONTRACT 901/56/D

Boyd, D.D. That approval be given to call tenders in the estimated sum
Jennings, F.R. of \$564,000-, subject to approval being given by State Rivers
& Water Supply Commission.

CARRIED

SEWERAGE INSTALLATIONS PROGRESS REPORT

Jennings, F.R. That the Report be received
Boyd, D.D.

CARRIED

GUTTERIDGE, HASKINS & DAVEY: 153rd REPORT - ELECTRICAL SERVICES - PURIFICATION PLANT 2A

Jennings, F.R. That the Authority:
Wyles, D.A.

- Accept the lump sum tender of Church Electrics Pty Ltd in the sum of \$75,338-95 (including prime cost and provision sums of \$7,000-) and
- Advise State Rivers & Water Supply Commission of the decision and request approval.

CARRIED

ADDRESS BY D. COLLINGS ON URBAN WATER SERVICES FINANCING - DELIVERED TO VICTORIAN WATER & SEWERAGE AUTHORITIES ASSOCIATION - 25TH MARCH, 1982

Jennings, F.R. That the information be received.
Wilson, G.N.

CARRIED

MINUTES OF FINANCE MEETING HELD 3RD MAY, 1982

Wyles, D.A. That the Minutes as read be confirmed and the recommendations
Wilson, G.N. adopted.

CARRIED

Confirmed this.....Second.....day of.....June.....1982

.....John Buchanan.....
CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

FINANCE COMMITTEE

MINUTES OF THE FINANCE COMMITTEE MEETING OF THE DROMANA-ROSEBUD SEWERAGE AUTHORITY
HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 3.00 PM ON
MONDAY 31st MAY, 1982.

MEMBERS ATTENDING:

D. A. Wyles (Chairman); G. N. Wilson; F. R. Jennings;
K. F. Jefferson.

1. SECRETARY'S REPORT:

(1) OVERDRAFT FACILITIES

Jennings That the Committee recommend the adoption of the recommendation
Wilson G.N. and refer the report to the Authority for information.

CARRIED

Jefferson That the Secretary's report be referred to the Authority for
Wilson G.N. information.

CARRIED

2. PAYMENTS:

Jennings The finance Committee having examined the following vouchers,
Jefferson and being satisfied with explanations received, recommended
payment of the accounts in the following sums:

Current Account.....\$223,261.61
Loans Account..... 175,255.61
Wages Account..... 23,593.23
Installations Account..... 22,606.05
Waste Disposal Account..... 962.80

CARRIED

3. GUTTERIDGE HASKINS & DAVEY ACCOUNT:

Wilson G.N. That the Finance Committee recommend that Gutteridge Haskins &
Jefferson Davey's \$28,481.95 account be paid.

CARRIED

4. GUTTERIDGE HASKINS & DAVEY: Applications for Variations

Jennings That the Finance Committee recommend that the Variation Orders
Jefferson be approved.

CARRIED

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5. INSTALLATIONS - REPORT ON TENDERS:

Jefferson That the Finance Committee recommend that the recommendations
Wilson G.N. of the Installations Clerk be adopted and that:

i) That jobs be awarded as follows:-

LOCATION	ESTIMATE	TENDER PRICE	TENDERER
10 Bartels St Mc Crae	\$1,551	\$1,525	T. Shillito
11/13 Browne St "	2,173	1,680	M. Brown
9 Carrigg St Dromana	1,430	1,050	T. Shillito
27 " " "	675	470	J. Aldridge
39 " " "	1,210	1,155	D. Milne
41 " " "	2,103	1,920	T. Shillito
52 " " "	1,114	745	T. Shillito
23 Charles St Mc Crae	2,279	2,150	M. Brown
14 Cleeland Crt Rosebud	941	830	T. Shillito
15 Coburn Ave Mc Crae	1,637	1,500	"
15a " " "	2,655	1,750	J. Dickinson
15a " " "	2,655	1,750	M. Brown
37 Codrington St Dromana	1,494	1,200	T. Shillito
39 " " "	2,616	1,745	M. Brown
175 Eighth Ave Rosebud	865	910	T. Shillito
6 Foote St Dromana	984	790	T. Shillito
9 Graeme St "	1,358	1,090	M. Browne
11 Graeme St "	1,137	760	T. Shillito
13 Graeme St "	1,893	1,530	"
27 Graeme St "	1,249	1,050	"
48 Graeme St "	1,598	1,470	"
5 Harrison St Dromana	1,588	1,341	M. Brown
14 " " "	1,937	1,420	T. Shillito
14 Henry St Mc Crae	1,133	1,310	P. Lawrence
5 Joan Ave Dromana	2,318	1,640	D. Milne
16 Kangerong Ave Dromana	1,610	1,100	T. Shillito
32 " " "	1,981	1,980	"
44 " " "	1,308	880	J. Aldridge
34 " " "	1,039	690	T. Shillito
57 " " "	1,732	1,120	"
6 Lyon St Rosebud	1,667	1,172	K. O'Brien
N2/173-5 Nepean Hwy "	1,750	2,000	T. Shillito
9 Noel St Dromana	1,813	1,365	T. Shillito
9 Noel St Dromana	1,813	1,365	J. Dickinson
13 Overlea Ave Mc Crae	1,180	961	K. O'Brien
22 Seacombe St Dromana	1,592	1,499	T. Shillito
26 " " "	1,071	1,030	"
3 The Eyrie Mc Crae	1,067	950	"

and

ii) that 14 Henry Street Mc Crae be re-advertised

CARRIED

6. INSTALLATIONS - VARIATION ORDER

Wilson G.N. That the Finance Committee recommend that the following Variation
Jefferson Order be approved:

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Drainage Plan No.	Contract	Contractor	Owner	Extras	Deductions
C20/41	901/03/71	P. Nicholls	E Forbes	\$90.00	

CARRIED

Confirmed this... Second ... day of... June ... 1982

CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

AUTHORITY MEETING

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY, HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 7.30pm ON WEDNESDAY, 2nd JUNE, 1982.

Members attending:

Buchanan, J.K.; Wyles, D.A.; Jennings, F.R.;
Wilson, G.N.; Jefferson K.R.; Simpson, R.J.

Apologies:

Boyd, D.D.; Wilson, H.W.; MacDonald, J.B.

Wyles
Wilson

That the apologies be accepted.

CARRIED

MINUTES OF MEETING HELD 5th MAY, 1982

Jennings
Simpson

That the Minutes, as circulated, be confirmed.

CARRIED

MINUTES OF FINANCE COMMITTEE MEETING HELD 31st MAY, 1982

Wyles
Wilson

That the Minutes of the Finance Committee be confirmed and the recommendations adopted.

CARRIED

A4. SECRETARY'S REPORT

1. Staff - Installation's Department

Wilson
Jennings

That the Secretary's recommendations be adopted, and that:-

- i) the three month temporary appointment of Mr. Barry Maloney be extended until Friday, 4th July, 1982;
- ii) the Authority approve the employment of an Installation's Designer on a permanent basis;
- iii) the purchase of an additional vehicle be committed to estimates.

CARRIED

2. Use of Vehicle - Temporary Clerk of Works

Jennings
Simpson

That the Authority approve the use of an Authority vehicle by Mr. Jack Brown for commuting between his home and the Office on the understanding that such approval does not create any apparent precedent.

CARRIED

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3. Implementation of E.D.P. Procedures

Jennings That the approval of the Authority be given to the
Wilson purchase of a VDE 6 terminal in the sum of \$3,817.00;
with a monthly maintenance agreement cost of \$30.00
per month; subject to an investigation into a comparison
with an AWH VD 66 unit.

CARRIED

It was resolved that no Committee be appointed, but
that Member Jennings is prepared to assist the Secretary
with the task of implementing the E.D.P. procedures.

4. Fitting out Storeyard Building

Wyles That the Secretary's actions be endorsed and that
Wilson remaining items required for completion be carried
out by the maintenance crew.

CARRIED

5. Office Inter-Communication System

Simpson That the Authority agree in principle to the
Wilson installation of an Office Inter Communications
System, but that a decision on the actual system
be deferred to estimates for consideration.

CARRIED

Wilson That the necessary items of furniture and equipment
Wyles required to bring both the storeyard building and
control buildings to an operational status, be
purchased.

CARRIED

Jennings That the Secretary's Report be received.
Jefferson

CARRIED

A5. CORRESPONDENCE - TREASURER (CANBERRA)

Simpson That the information be received.
Wyles

CARRIED

A6. CORRESPONDENCE - SHIRE OF FLINDERS

Simpson That the Authority take steps to advise people intending to
Wyles connect to the sewer, that de sludging of septic tanks must be
carried out by Contractors licenced with the Shire of Flinders
and that the Shire Secretary be advised of the Authority's actions.

CARRIED .../3

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A7. GUTTERIDGE, HASKINS & DAVEY PTY LTD - REINSTATEMENT RATES

Simpson That the letter be received.
Wyles

CARRIED

A8. GUTTERIDGE, HASKINS & DAVEY PTY LTD - MATERIALS TESTING CHARGES

Simpson That the letter be received.
Wyles

CARRIED

A9. GUTTERIDGE, HASKINS & DAVEY PTY LTD - 68th PROGRESS REPORT

Simpson That at the Pipeyard site a minimal amount of bitumen work
Wyles be carried out as early as is possible and that detailed
plans showing viable low maintenance landscaping options,
together with estimates, be presented to the next meeting.

CARRIED

Member Jennings requested that his vote against the
motion be recorded.

Jennings That the Secretary be authorised to prepare minimal works
Wilson for landscaping at the Purification Plant.

CARRIED

Jefferson That the Report be received.
Simpson

CARRIED

A10. GUTTERIDGE, HASKINS & DAVEY PTY LTD - 154th REPORT

Wyles That the recommendations be adopted and that the Authority:-
Simpson

i) Accept the Schedule of Rates Tender for
Contract No. 901/66/K from McComb Constructions
Pty Ltd dated 24th May, 1982 in the sum of
\$38,430.00 (including a Provisional Sum of
\$4,000.00) subject to rise and fall.

ii) Accept the Lump Sum Tender for Contract
No. 901/66/L from L.G. Hughes Pty Ltd dated
24th May, 1982 in the sum of \$11,402.00
(including a Prime Cost Item of \$500.00 and
a Provisional Sum of \$500.00).

iii) Advise the State Rivers & Water Supply Commission
of the Authority's decision and request its
approval.

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A11. GUTTERIDGE, HASKINS & DAVEY PTY LTD - 155th REPORT

Jefferson
Jennings

That the recommendations be adopted and that the Authority:-

- i) Accept the Schedule of Rates tender of G.A.C. Excavations Pty Ltd in the sum of \$204,540.00 including a Provisional Sum of \$5,000.00 and subject to adjustment for Rise costs.
- ii) Advise the State Rivers & Water Supply Commission of the Authority's decision and request its approval.

CARRIED

A12. GUTTERIDGE, HASKINS & DAVEY PTY LTD - 156th REPORT

Wilson
Wyles

That the recommendations be adopted and that the Authority

- i) Adopt this Report
- ii) Proceed with the construction of reticulation stages as set out above subject to the necessary amount of loan funds being provided.
- iii) Make a formal submission for a loan allocation for 1982-83 of \$m 5.00 as previously requested in the preliminary March submission.

CARRIED

A13. SEWERAGE INSTALLATION'S PROGRESS REPORT

Jennings
Simpson

That the Report be received.

CARRIED

A14. APPLICATIONS TO DISCHARGE TRADE WASTES

Jennings
Simpson

That the applications submitted by:-

1. Ampol Petroleum
2. R. Gadsby
3. Trinh Ngo-Binh

be approved.

CARRIED

A15. MINUTES - MEETING OF REPRESENTATIVES OF REGIONAL GROUP

Jennings
Simpson

That the information be received.

CARRIED .../5

...5

A16. MORNINGTON PENINSULA - PAKENHAM SEWERAGE AUTHORITIES GROUP

Jennings
Wyles

That the Chairman's actions in this matter be ratified and the Authority confirm its willingness to contribute up to \$2,000.00 for the Consultancy Fees.

CARRIED

A17. PLUMBERS' LICENCE APPLICATIONS

Simpson
Jennings

That Plumbers' Licences be granted to:-

- | | |
|-------------------|-----------------|
| 1. A.R. Staynes | Licence No. 802 |
| 2. J. Weeden | 804 |
| 3. G.A. Wolfenden | 805 |
| 4. W.G. Rickard | 806 |

CARRIED

SYSTEMS SUPPORT GROUP

Simpson
Wilson

That approval be given to implement the SS6 Report dated 28th May, 1982, and that Member Jennings and the Secretary seek further information re total costs.

CARRIED

CONFIRMED THIS 7th DAY OF July 1982

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CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

FINANCE MEETING

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY FINANCE COMMITTEE HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 3.00P.M. ON MONDAY, 5th JULY, 1982.

MEMBERS ATTENDING:

D.A. Wyles (Chairman); G.N. Wilson, K.F. Jefferson

APOLOGIES:

Apologies were received from Members Buchanan and Jennings.

It was resolved that the apologies be accepted.

ACCOUNTS PRESENTED FOR PAYMENT

It was resolved that the Finance Committee, having received satisfactory explanations to the vouchers as presented, recommend that payments in the following amounts be approved:

Current A/c.	\$171,526.83
Loans A/c.	135,752.37
Wages Advance A/c.	26,934.32
Installations A/c.	25,291.73
Waste Disposal A/c.	1,340.63
Depositor A/c.	3,000.70

It was resolved that the Finance Committee recommend that payment of the Account in the sum of \$ 970.00 received from the Shire of Flinders for expenses to date for the Computer System Installation be deferred pending further investigation from the Secretary.

GUTTERIDGE, HASKINS & DAVEY PTY LTD

It was resolved that the Finance Committee recommend that the Account from Gutteridge, Haskins & Davey in the sum of \$29,793.18 be passed for payment.

APPLICATION FOR EXTRAS/DEDUCTIONS - CAPITAL WORKS

It was resolved that the Finance Committee recommend approval of the following variation orders:-

(refer page 2)

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EXTRAS & DEDUCTION - CAPITAL WORKS

V.O. REF. NO.	EXTRAS		DEDUCTIONS	
	CONTRACTOR	AMOUNT	CONTRACTOR	AMOUNT
48/F/1	C. Jacobson	2213.47		
48/F/2	" "	162.00		
48/F/3	" "	60.00		
48/F/4			C. Jacobson	250.00
48/F/5	" "	170.00		
48/F/6	" "	486.18		
54/D/15			Stanzo C'tion	8604.80
66/U/1	K-Lectric	558.46		
72/A/1	RJ & JA Rollings	1776.00		
72/A/2	" " "	2035.00		
72/A/3	" " "	81.00		

INSTALLATIONS ACCOUNT - APPLICATION FOR EXTRAS/DEDUCTIONS

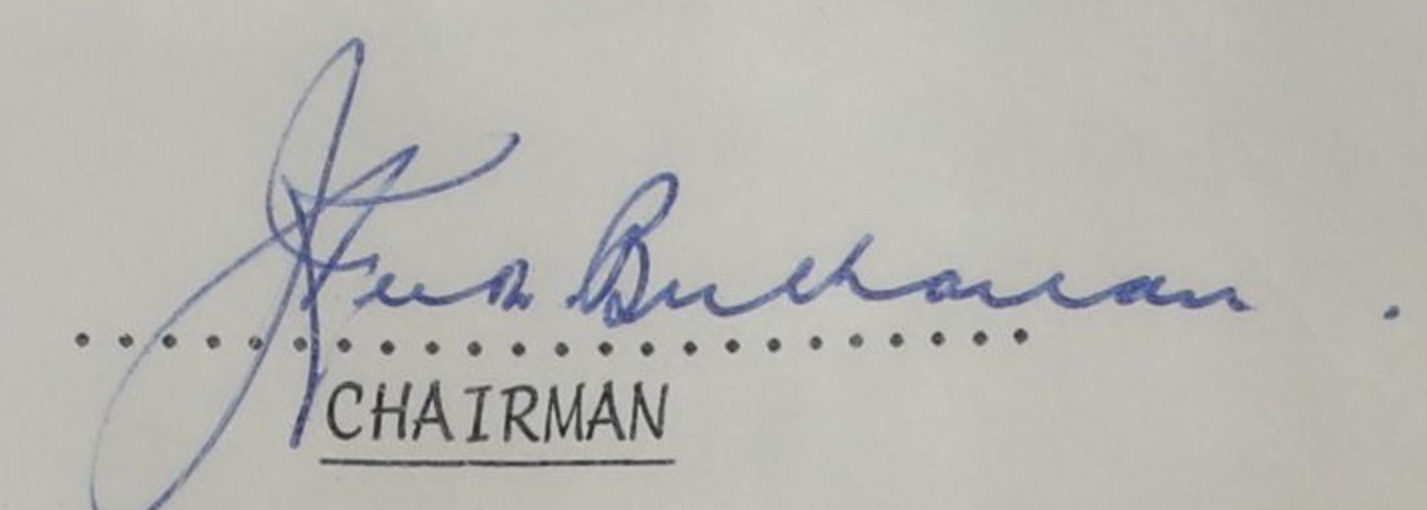
It was resolved that the Finance Committee recommend the approval of the following applications for extras/deductions:-

CONTRACT NO.	CONTRACTOR	OWNER	EXTRAS	DEDUCTIONS
901/03/75	K. BLAKE	B. CHALLEN	157.00	24.00
901/03/74	G. WAY	C. HOLLOWAY	116.00	-
901/03/72	E. MARKS	L. VALERIO	-	10.00
901/03/74	K. O'BRIEN	D. TURNER	-	80.00
901/03/77	"	J. EVERETT	16.62	3.88
901/03/76	E. MARKS	UNITING CHURCH	93.96	21.30
901/03/74	G. WAY	A. CAMERON	65.00	-

VEHICLE REPLACEMENT

It was resolved that the Finance Committee report that two Authority vehicles, a Ford Escort Sedan and Ford Escort Van are overdue for replacement and that approval be sought to arrange for their replacement with suitable vehicles in accordance with policy set at the Authority meeting dated 9th September, 1981.

Confirmed this 7th day of July 1982.


CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

AUTHORITY MEETING

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 7.30pm ON WEDNESDAY, 7th JULY, 1982.

MEMBERS ATTENDING: J.K. Buchanan (Chairman); D.A. Wyles; G.N. Wilson; H.W. Wilson; K.F. Jefferson.

APOLOGIES:

Members Jennings, F.R.; Boyd, D.D.; MacDonald, J.B.

Wyles
Simpson

That the apologies be accepted.

CARRIED

MINUTES OF MEETING HELD 2nd JUNE, 1982

Wilson, H.W. That the minutes of the previous meeting be confirmed.
Wyles

CARRIED

FINANCE MINUTES OF MEETING HELD 5th JULY 1982

Wyles That the minutes be confirmed and the recommendation
Wilson, G.N. be adopted.

CARRIED

Wilson, H.W.
Simpson

That the Secretary report to the Sewerage Authority on charges made by the Shire of Flinders, relating to the installation of the Computer System, which are in excess of the \$5,000.00 provided for in the agreement.

CARRIED

Wyles
Wilson, G.N.

That Authority vehicle, Escort Sedan Registered Number ANM392 be traded for a Ford Laser Sedan in the nett sum of \$2,595.00 and that Ford Escort Panel Van, Registered Number ANM 387 be traded for a Toyota Lite Ace in the nett sum of \$2,820.00 and that the funds be drawn from the Vehicle Replacement Reserve.

CARRIED

VICTORIAN WATER & SEWERAGE AUTHORITIES ASSOCIATION

Wilson, H.W. That the information be received.
Simpson

CARRIED

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GUTTERIDGE, HASKINS & DAVEY PTY LTD - AREA CONTRIBUTION

Simpson
Jefferson That the Authority agree to adjust the base rate for area contribution to headworks in accordance with December Indices, and that the new rate be set at \$930.00.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - PLANS, SPECIFICATIONS & ESTIMATES FOR PUMP STATION 3 - CONTRACT 901/66/K

Wyles
Simpson That the information be received.

CARRIED

GUTTERIDGE, HASKINS & DAVEY - 69th PROGRESS REPORT

Wyles
Wilson, G.N. That the quotation of T.W. Maw for "Alternative 1" bitumanising works at the pipeyard, in the sum of \$10,125.00 be accepted.

CARRIED

Wyles
Simpson That the estimate of \$1,400.00 for landscaping at the storeyard building be authorised for expenditure.

CARRIED

The Authority resolved that the Secretary and Engineer prepare a joint report to consider the problem, and possible solutions, of illegal storm water connections.

CARRIED

GUTTERIDGE, HASKINS & DAVEY - 157th REPORT - TENDERS FOR CONTRACT 901/56/D RETICULATION STAGE 5C

Simpson
Wilson, G.N. That, with the knowledge that increased detailed supervision will be required for a satisfactory result; that the Authority:-

(i) Accept the Schedule of Rates of tender of Destefanis Contracting Pty Ltd in the corrected sum of \$321,230.00 including a provision sum of \$20.00 subject to adjustment for rise in costs; and

(ii) Advise the S.R.W.S.C. of the Authority's decision and request its approval.

CARRIED

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SEWERAGE INSTALLATIONS PROGRESS REPORT

Wilson, H.W.
Simpson That the Report be received.

CARRIED

ABEVANCE OF BY LAWS

Wilson, G.N.
Jefferson That the application lodged by McCrae Yacht Club be approved.

CARRIED

DISCHARGE TRADE WASTES

Wilson, G.N.
Jefferson That applications submitted by:

R.J. Gilbertson
235 Nepean Highway
DROMANA

J.D. Hamilton
91 Nepean Highway
DROMANA

be approved.

CARRIED

SECRETARY'S REPORT

Jefferson
Simpson That the Secretary's recommendation be adopted and Mr. John Muzyk be appointed as Administration Officer, Classification VC.

CARRIED

GENERAL BUSINESS

Wilson, H.W.
Jefferson That the Salaries Review Committee's authority be expanded to enable the Committee to act as a staff committee.

CARRIED

Confirmed this 4th day of August 1982

..... J. W. Buchanan
CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

STAFF COMMITTEE MEETING

MINUTES OF THE STAFF COMMITTEE MEETING, HELD AT THE OFFICE OF THE AUTHORITY,
NEPEAN HIGHWAY, DROMANA AT 2.00pm ON MONDAY, 2nd AUGUST, 1982.

MEMBERS ATTENDING:

F.R. Jennings (Chairman); D.A. Wyles; J.K. Buchanan

The Staff Committee examined the matter of salary increases for the following employees:-

J.K. ANDREW
G.L. BURR
K.R. HENNESSY
K.W. KINDER
S.A. JOHNS
L.G. SANDERSON

Having conducted investigations and considered all matters raised, the Committee resolved to recommend:

That no adjustments be made to the remuneration of:

J.K. ANDREW
G.L. BURR
K.W. KINDER

at this time, but that they be advised that a review of all salaries will be made during consideration of estimates 1982/83;

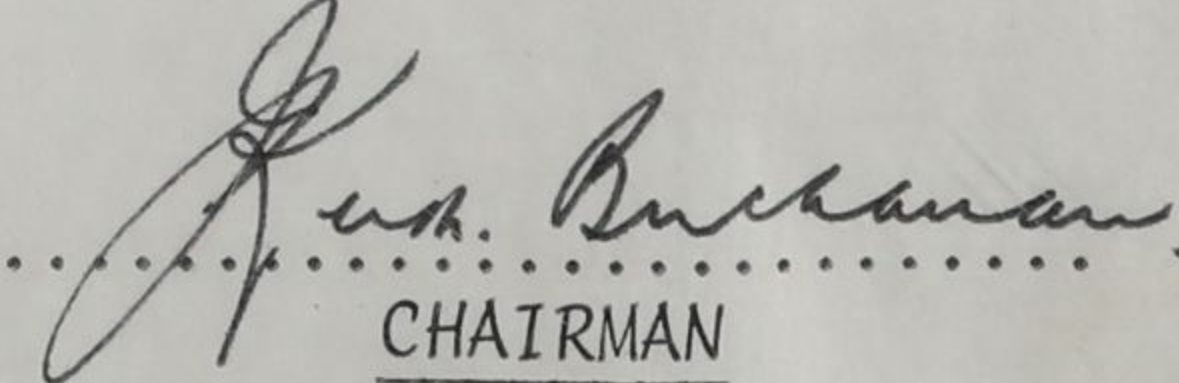
That MR. K.R. HENNESSY receive a wage in accordance with the classification of storeman - Grade IV; and that in recognition of his other supervisory roles he receive a responsibility allowance of \$3,380.00 per annum, effective from first pay period after 1st January, 1982.

That MISS S.A. JOHNS receive a reclassification to Stenographer, Senior Grade IV, effective from the first pay period after 1st January, 1982;

That MRS. L.G. SANDERSON be reclassified Cashier/Rates Clerk, Scale 10 as from the first pay period after 1st August, 1982;

That all salaries and wages be reviewed by the Committee on an annual basis, in conjunction with planning for estimates.

Confirmed this 4th day of August 1982


CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

FINANCE MEETING

MINUTES OF MEETING OF FINANCE COMMITTEE OF DROMANA-ROSEBUD SEWERAGE AUTHORITY
HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 4.00pm ON
MONDAY, 2nd AUGUST, 1982.

PRESENT: Members Wyles, (Chairman); Buchanan, Jennings

APOLOGIES: Members Jefferson ; Wilson G.M.

ACCOUNTS FOR PAYMENT:

The Finance Committee examined the accounts presented for July, and being satisfied with explanations received, resolved:

CURRENT ACCOUNT	\$710,905.34
LOANS ACCOUNT	280,582.55
WAGES ADVANCE ACCOUNT	28,662.41
INSTALLATIONS ACCOUNT	17,510.35
WASTE DISPOSAL ACCOUNT	951.59
DEPOSITS ACCOUNT	7,613.68

be approved for payment.

CONSULTING ENGINEERING FEES

The Finance Committee resolved:

That subject to verification from the Secretary of the Account, that the Account in the sum of \$6,663.53 be passed for payment.

REPORT ON TENDERS - CONTRACT 901/03/78

The Finance Committee, having considered the Report on Tenders, as amended, resolved:

That the Finance Committee recommend the adoption of the amended report and its recommendations and that jobs be awarded as follows:-

DRAINAGE PLAN NO.	LOCATION OF PROPERTY	CONTRACTOR	TENDER PRICE	% DIFFERENCE
C9/29	29 Carrigg Street, D.	K. O'Brien	1,124	28%
C9/35	35 " "	"	1,127	20
C9/37	37 " "	E. Marks	1,190	18
E6/13	13 Elwers Road, R.	K. O'Brien	987	28
H7/28	28 Heales Street, D	E. Marks	1,200	6
H9/14	14 Henry Street, Mc.	P. Lawrence	1,070	5
J1/11	11 James Street, D	J. Aldridge	2,397	9
K1/10	10 Kangerong Avenue, D	" "	2,115	5
N2/111	111 Nepean Highway, D	T. Shillito	1,810	2

- continued -

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DRAINAGE PLAN NO.	LOCATION OF PROPERTY	CONTRACTOR	TENDER PRICE	% DIFFERENCE
N2/115	115 Nepean Highway, D	D. Milne	1,260	26%
S5/40	40 Seacombe Street, D	E. Marks	1,880	17
T4/25	25 The Avenue, Mc.	K. O'Brien	1,380	24
T8/1	1 The Eyrie, Mc.	P. Lawrence	947	27
W10/18	18 William Street, Mc.	K. O'Brien	1,420	21
W13/37	37 " " , D.	"	1,390	11
W13/40	40 " " "	"	982	34
W13/46	46 " " "	J. Aldridge	725	12
W13/78	78 " " "	P. Lawrence	870	24
W13/82	82 " " "	K. O'Brien	939	24

APPLICATION FOR EXTRAS/DEDUCTIONS

The Finance Committee having examined the requests for extras/deductions resolved:

That the Finance Committee recommend approval of the following applications:

DRAINAGE PLAN NO.	CONTRACT NUMBER	CONTRACTOR	OWNER	EXTRAS	DEDUCTIONS
B17/38	901/03/78	P. Lawrence	E. Vogt	392.00	
G12/48	901/03/77	T. Shillito	G. Stephens	79.00	
W10/7	901/03/71	P. Nicholls	L. Godfrey	40.00	

Confirmed this 4th day of August 1982.

John Buchanan
CHAIRMAN

SECRETARY'S REPORT

1. Entitlement of Members

Jennings That the Secretary's recommendation be adopted and that the
Simpson Dromana-Rosebud Sewerage Authority, in accordance with
S36C(1) of the Sewerage District Act 1958, reimburse Members
for Bona Fide travel conducted for and on behalf of the
Authority, and that such payment be at the rate prescribed
from time to time.

CARRIED

2. Entry of Stormwater into Sewers

Jefferson That the Secretary's recommendations be adopted and that
Simpson

- a) That the Authority accept in principle a problem exists with illegal connections of stormwater to the Authority's sewers.
- b) That the Authority authorise the Secretary in consultation with the Chairman to organise a press release which details the associated problems with illegal stormwater connections and outline the Authority's intention to prosecute offenders.
- c) That the offenders be prosecuted, and to facilitate this objective, the local firm of Llewellyn, Alsop & Graham be engaged.
- d) That in future years Bulletins the warning - CONNECTION OF STORMWATER TO THE AUTHORITY'S SEWERS IS AN OFFENCE WHICH WILL LEAD TO PROSECUTION appear in bold print.
- e) That a rain gauge be installed at the No. 1 Pump Station site in Sixth Avenue, Rosebud.

and that procedures be implemented in accordance with those outlined in the Report.

CARRIED

3. Claim by K. Collison - Incorrect Point Information

Simpson That the Secretary's recommendations be adopted and that
Jennings

- a) the claim be disallowed due to a breach of Authority regulations in that no start work notice was lodged; and
- b) that K. Collison and the owner be so advised.

CARRIED

5. Additional Payment to the Shire of Flinders for E.D.P. Installations

Jennings That the Secretary's recommendation be adopted and that
Jefferson consideration of payment to the Municipality for E.D.P.
Installation be not considered until all works are completed
and a detailed account has been received.

CARRIED

SUPPLEMENTARY SECRETARY'S REPORT

1. Bank of N.S.W. Deposit

Jennings That when the Computer System is fully operational, a trial
Jefferson balance be struck at the end of every financial period.

CARRIED

2. Loan Offer - Commonwealth Savings Bank

Wyles That the loan offer of \$100,000 made by the Commonwealth
Simpson Savings Bank be accepted and statutory approvals be obtained.

CARRIED

3. Leave - Secretary

Jennings That the Secretary's leave be approved.
Boyd

CARRIED

MORNINGTON PENINSULA-PAKENHAM SEWERAGE AUTHORITIES GROUP

Jennings That the information be received.
Jefferson

CARRIED

VILLAGE GLEN

Jefferson That the information be received.
Wilson, G.N.

CARRIED

ROTARY CLUB - RE: ROTARY HOUSE

Wilson, G.N. That rates levied for 80/81 be remitted and the Club be advised
Jennings that when connection to the sewer is made, a closet fee will
be levied.

CARRIED

MUNICIPAL ASSOCIATION - INSURANCE

Boyd That the information be received.
Wilson, G.N.

CARRIED

M.M.B.W. - NEWSLETTER

Boyd That the information be received.
MacDonald

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - PUMP STATION 4 - CONTRACT 901/60/S
- SUPPLY PUMPS

Boyd That approval be given to call tenders for the supply and
 Wyles installation of pumps, in the estimate of \$13,000.00.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - 70th PROGRESS REPORT

MacDonald That the Report be received.
 Wyles

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - 158th REPORT - TENDERS FOR 901/60/A
- PARTS 1 & 2

Simpson That the Report be received and that the Authority:
 Wyles

- (i) Accept the Schedule of Rates tender of Walsh Bros. and Harris Pty Ltd in the sum of \$656,460.00 (including Provisional Sum of \$20,000.00) subject to adjustment for rise in costs for Contract 901/60/A Part 1 & 2.
- (ii) Advise the State Rivers & Water Supply Commission of the Authority's decision and request it's approval.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - 159th REPORT - PURIFICATION PLANT
- STAGE 2A - STEELWORK WALKWAY

Wyles That the Report be received and that the Authority:
 Simpson

- (i) Accept the Lump Sum tender of M.V. Welding in the sum of \$18,700.00 including a provision sum of \$3,000.00: and
- (ii) Advise the State Rivers & Water Supply Commission of the Authority's decision and request it's approval.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - 160th REPORT - CLERK OF WORKS REQUIREMENTS

Wilson, G.N. That the Report be received and that the Authority:
 Jefferson

- (i) Continue the Secondment of Mr. J. Brown from the Cranbourne Sewerage Authority for a minimum period of six (6) months; and
- (ii) Extend the period of secondment as necessary, following a review of the Authority's Clerk of Works requirements during January, 1983, by the Authority.

CARRIED

APPLICATION FOR ABEYANCE OF BY LAW

Wyles That applications for Abeyance of By Law lodged by:
 MacDonald

Drainage Plan No.	Owner	Property
J10/2	W. Jonkers	2 Jangungal Court DROMANA
J10/10	W. Jonkers	10 Jagungal Court DROMANA
N2/T.I.C.	Shire of Flinders	Tourist Information Centre

be granted.

CARRIED

APPLICATIONS FOR PLUMBERS LICENCES

Boyd That Plumbing Licences be granted to:
 MacDonald

Name	Address	Licence No.
R.C. MICHIE	40 Highfield Road DONCASTER.	807
D.R. BARTLETT	Unit 4/14 McClares Rd VERMONT.	808
R. STONE	Lot 35 Belgrave Avenue COCKATOO.	809
F. PAPALEO	35 Chandos Street COBURG.	810
N. TONKIN	20 Barmah Court BAXTER.	811
M.T. DRUMMOND	3/23 Firth St DONCASTER.	812
L. LOKSA	231 Glenhuntly Road ELSTERNWICK.	813
R.J. HOLLAND	13 Willis Road HODDLES CREEK.	814
A. Luongo	24 Parkmore Road FOREST HILL.	815

CARRIED

APPLICATIONS FOR CONSENT TO BUILD OVER SEWER

Simpson That applications for consent to erect a building
 Boyd over the Authority's sewer lodged by:

Application for Consent to Build Over Sewer - Continued

Drainage Plan No.	Owner	Property
L12/6	H. & F. BROWN	6 Lyndon Drive ROSEBUD
J5/27-29	R.E. GRANT P/L	27-29 Jetty Road ROSEBUD.

be approved.

CARRIED

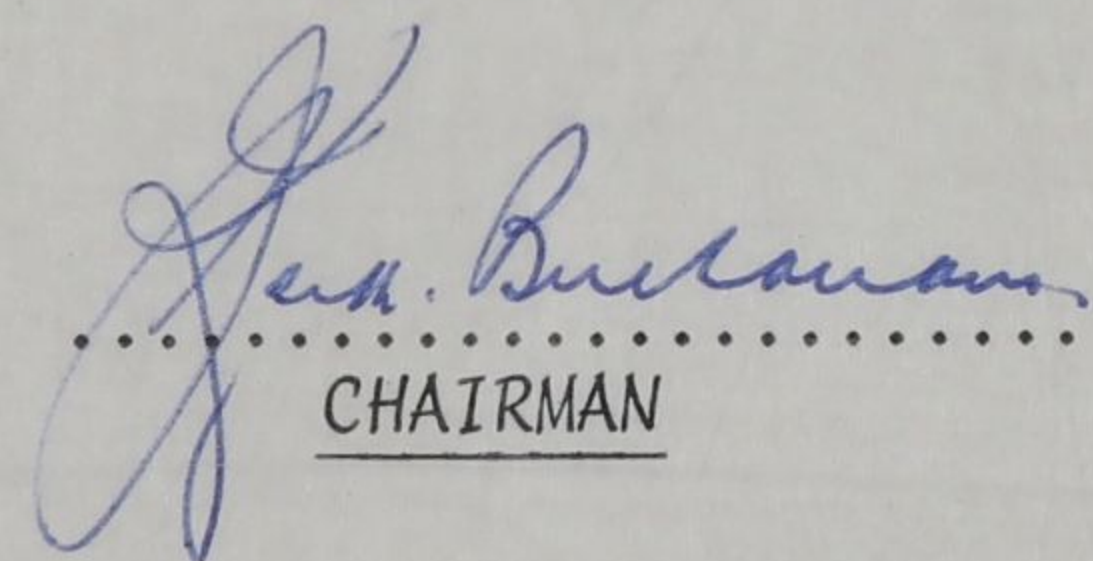
SEWERAGE INSTALLATIONS PROGRESS REPORT

Simpson
MacDonald That the Report be received.

CARRIED

The Chairman thanked Mr. Hassett for his attendance and expressed the wish that a close working relationship would develop.

Confirmed this Eight day of September 1982


.....
CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

FINANCE MEETING

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY FINANCE COMMITTEE HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 3.00 pm ON MONDAY, 6th SEPTEMBER, 1982.

MEMBERS ATTENDING: D. A. Wyles (Chairman); J. K. Buchanan, K. F. Jefferson.

APOLOGIES: Apologies were received from Members Wilson & Jennings. It was resolved THAT the apologies be accepted.

ACCOUNTS PRESENTED FOR PAYMENT:

It was resolved THAT the Finance Committee, having received satisfactory explanations to the vouchers as presented, recommend that payments in the following amounts be approved:

Current Account.....	\$227,764.77
Loans Account.....	345,272.65
Wages Account.....	31,126.11
Installations Account.....	31,698.23
Waste Disposal Account.....	26,177.81
Deposits Account.....	8,171.75

It was resolved that the Finance Committee recommend that payment of:

Cheque No. 355 to Grasstree Nursery for \$2,617.00 be deferred pending further investigation from the Secretary.

GUTTERIDGE, HASKINS & DAVEY PTY LTD:

It was resolved that the Finance Committee recommend that the Account from Gutteridge, Haskins & Davey in the sum of \$34,153.93 be passed for payment.

INSTALLATIONS - REPORT ON TENDERS:

It was resolved that the Finance Committee recommend that the recommendations of the Installations Clerk be adopted and that:

the jobs be awarded as follows:-

DRAINAGE PLAN NO.	LOCATION OF PROPERTY	CONTRACTOR	TENDER PRICE	% DIFFERENCE
C9/60	60 Carrigg Street, D.	K. O'Brien	1,067	16 -
G12/46	46 Graeme "	G. Way	1,020	11 -
K1/1	1 Kangerong Avenue	K. O'Brien	1,278	11 -
N2/93	93 Nepean Highway	J. Aldridge	3,997	16 +
N2/95	95 " "	D. Milne	3,100	10 -
N2/113	113 " "	J. Aldridge	3,456	8 +
P1/16	16 Palm Grove	K. O'Brien	690	24 -
P1/18	18 " "	"	905	19 -

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DRAINAGE PLAN NO.	LOCATION OF PROPERTY	CONTRACTOR	TENDER PRICE	% DIFFERENCE
R12/29	29 Rosemore Road, R	G. Way	1,520	10 -
S5/2	2 Seacombe Street, D	J. Aldridge	1,888	5 +
S5/4	4 " "	D. Milne	1,580	9 -
S5/29	29 " "	K. O'Brien	1,207	18 -
W13/43	43 William Street	G. Way	950	18 -
W13/52	52 " "	J. Aldridge	1,596	11 -
W13/64	64 " "	K. O'Brien	1,130	2 -

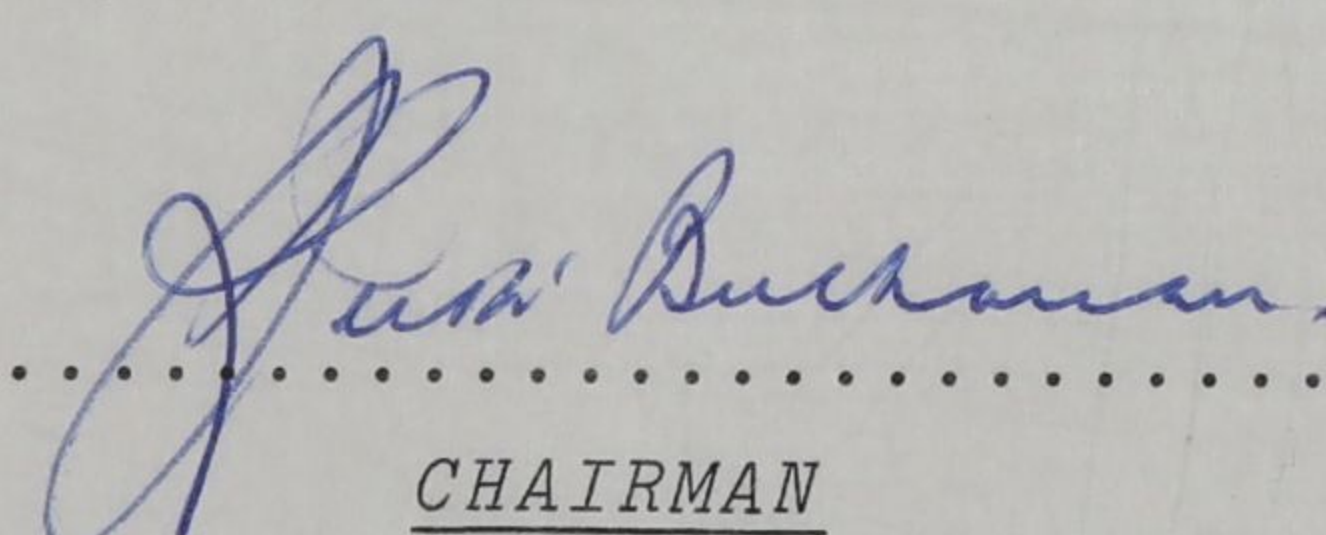
INSTALLATIONS - VARIATIONS IN CONTRACT PRICE:

It was resolved that the Finance Committee recommend that the following Variation Orders be approved:

DRAINAGE PLAN NO.	CONTRACT NUMBER	CONTRACTOR	OWNER	EXTRAS	DEDUCTIONS
B17/24	901/03/74	K. Blake	T. N. Smith		150.00
C20/68	901/03/71	P. Nicholls	M. Lane	40.00	
T8/3	901/03/77	T. Shillito	F. Pollard	42.50	

It was resolved THAT the Secretary prepare a report; for presentation to the full Authority Meeting on Wednesday 8th September, 1982; which considers means of ensuring adequate controls over all items purchased and goods used.

Confirmed this... Fifth.....day of.....September.....1982


CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

AUTHORITY MEETING

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 7.30pm ON 8th SEPTEMBER, 1982.

MEMBERS ATTENDING: J.K. Buchanan (Chairman); Wyles, D.A., Simpson, R.J., Jennings, F.R., Boyd, D.D. and Wilson, H.W.

APOLOGIES: Apologies were received from Members, Wilson, G.N. Jefferson, K.F., and MacDonald, J.B.

Wyles
Simpson That the apologies be accepted.

CARRIED

The Chairman, Member Buchanan congratulated Member Simpson on her appointment to the position of Shire President.

APPOINTMENT OF CHAIRMAN

The Secretary called for nominations for the position of Chairman for 1982/83.

Wilson
Simpson That Member J.K. Buchanan, A.M. be appointed Chairman for 82/83.

CARRIED
UNANIMOUSLY

The Chairman thanked Members for their expression of confidence in him.

ALLOWANCE FOR CHAIRMAN

The Chairman left the room.

Wyles
Wilson That the Chairman's allowance be increased by 15% and be set at \$2,300.00 for 1982/83.

CARRIED

Member Buchanan returned to the Meeting and resumed the chair.

MINUTES - FINANCE COMMITTEE MEETING - HELD 6th SEPTEMBER, 1982

Wyles
Jennings That the minutes be confirmed and the recommendations adopted.

CARRIED

SECRETARY'S REPORT

Jennings
Boyd That the Secretary's Report on Stationery/Durable supplies be received and that the matter be reviewed further at the December Meeting.

CARRIED

Wilson
Boyd That the Secondment of J. Muzyk by Hastings be approved and that the Authority bill Hastings Shire Council accordingly.

CARRIED

MINUTES OF MEETING HELD - 4th AUGUST, 1982

Jennings
Wyles That the minutes of the previous meeting be confirmed.

CARRIED

SHIRE OF FLINDERS - COMPUTER SERVICES

Boyd
Jennings That the information be received.

CARRIED

Simpson
Boyd That the settlement of any future accounts relating to E.D.P. implementation submitted by the Shire of Flinders be not considered until completion of the E.D.P. Installation and all accounts have been received.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - RETICULATION STAGE 5D

Simpson
Boyd That the Authority grant approval to call estimates in the sum of \$830,850.00 for reticulation stage 5D, Contract 901/56/E.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - 71st PROGRESS REPORT

Jennings
Boyd That the Report be received.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - 161st REPORT - DESIGN PRIORITIES

Jennings
Boyd That the Report be received and that:

the Authority authorise the design of future reticulation stages in accordance with the priorities set out in table 3, and

the Authority resolve to construct works generally in accordance with the above programme depending on actual loan funds made available in future years.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - 162nd REPORT - SEWER CONNECTION TO ROBIN CARAVAN PARK

Simpson
Wyles That the Report be received and that the Authority;

- (i) Advise the Peninsula Caravan Parks Pty Ltd of the contents of the Report; and
- (ii) Request that the owner advise the Authority within 90 days of their intention to proceed.

CARRIED

GUTTERIDGE, HASKINS & DAVEY PTY LTD - 163rd REPORT - CLAIM ON CONTRACT 901/66/E

Wilson
Boyd That the Authority adopt the Report and that the Authority:-

- (i) Pay the Contractor the sum of \$10,710.00 in full compensation for the additional air testing carried out on sewers constructed under Contract 901/66/E;
- (ii) Meet the full cost of Shire of Flinders charges for the restoration of road reserves and drainage under the Contract 901/66/E;
- (iii) Have the two major sewer repair items on Contract 901/66/E carried out by others at the Contractors cost.

Such cost to be deducted at the time of the issue of the final certificate.

The above arrangements to be in full compensation for any current or future claims the Contractor may have on contract 901/66/E.

In respect of Contract 901/60/P - Construction of Rising Mains 3 & 4; to provide for the continuance of twice monthly payments to the Contractor - and that:

The Contractor progress be reviewed weekly and reported to the Chairman and Secretary; and further:

That it be clearly understood by the Contractor that the payment of \$10,710.00 is to be used to cover existing 90 and 60 day outstanding debts.

CARRIED

Wilson
Simpson

That the Secretary, in conjunction with the Engineer, prepare a further frank and forthright Report on the question of the performance of John Andrew, responsible for onsite supervision of Contract 901/66/E and on any other contracts completed in the previous two years.

CARRIED

The Committee resolved that:

the reprimand delivered verbally to John Andrew be confirmed in writing and further that:

the firm of Llewellyn, Alsop & Graham be requested to review the action proposed in the 163rd Report.

SEWERAGE INSTALLATION'S REPORT

Simpson
Boyd

That the Report be received.

CARRIED

GENERAL BUSINESS

Wyles
Simpson

That the Authority advertise for the supply of native trees to provide replacement of trees removed during works and that the supply be advertised on an annual basis.

CARRIED

It was resolved that the Secretary and Consultants prepare a Report to review the question of Contractors being responsible for trees replaced.

Jennings
Simpson

That Member H.W. Wilson be congratulated on his success in the recent Municipal elections.

CARRIED

The Chairman reported on arrangements which are in hand for the Official Opening of Stage 2A of the Purification Plant.

It was resolved that an Official Open Day be held at the Purification Plant in the future.

Confirmed this Sixth day of October 1982

John Buchanan
CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

STAFF COMMITTEE MEETING

MINUTES OF MEETING OF THE STAFF COMMITTEE OF THE DROMANA-ROSEBUD SEWERAGE AUTHORITY, HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 3.30pm ON FRIDAY, 1st OCTOBER, 1982.

ATTENDING:

Members F.R. Jennings, (Chairman); J.K. Buchanan, D.A. Wyles

1. In conformity with the Secretary's advice, the Staff Committee resolved to recommend to the Authority, that existing salaries for all employees, with the exception of the Secretary, should remain unchanged.
2. It is further recommended that the Secretary, who, for reasons set out in his submission attached, receive a salary increase to the level equivalent to a Deputy Municipal Clerk Classification 3A (currently \$31,155.00); and his presentation allowance now at \$1,000.00 be increased to \$1,250.00 with a further increment of \$250.00 from October, 1983.
3. It is also the recommendation of the Staff Committee that at the sole discretion of the Authority, the Secretary's salary may remain in force to October, 1985.

Confirmed this Sixth day of October 1982.

John Buchanan
CHAIRMAN

CONFIDENTIAL

I wish to make formal application to the Authority through the Staff Committee for an increase in salary and allowance.

The basis of my application is that I should receive a salary of \$32,332.00, commensurate with the Award Rate for a Deputy Municipal Clerk, Group 3B, whereas I am presently in receipt of \$29,000.00 which is compatible with the Trusts and Authorities Award. Additionally a Presentation Allowance of \$1,750.00 (i.e. an increase of \$750.00) is also sought.

In support of this application, I wish to set out my reasons for same:-

1. Responsibility

(a) Since my appointment as Secretary some ⁴ 5 or 6 years ago, my salary has been reviewed (apart from automatic C.P.I. adjustments) only once - in 1980 when Revenue of the Authority was approximately \$5.5m; and the scale of operations was comparatively less.

(b) Control of the daily functions and routines of an organisation now with an annual turnover of in excess of \$7m.; and proportionately more extensive operations and responsibility.

(c) Due to the practice of employing somewhat junior department heads at correspondingly low salaries; a practice I fully support, virtually all major and day to day important decisions are made by the incumbent.

(d) The last two years have seen ever increasing representation by myself of the Authority at Government Inquiries and Hearings, via Public Bodies Review Committee, Urban Water Services Financing Study, Mornington Peninsula-Pakenham Group and the like.

Whilst it may be argued that I am employed by the Authority to perform functions such as these, I believe it also to be true the quality of my performance is such as to justify the increases sought.

2. Value to the Authority

a) Loan Programme

Over the preceeding 11 years, I have built up a series of "contacts" at senior management level (more particularly over the last 3 or 4 years) in a large number of financial institutions and banks. These relationships, which are invaluable to the Authority are in many cases of a personal nature and cannot be developed without a dedicated and prudent approach.

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DROMANA-ROSEBUD SEWERAGE AUTHORITY

FINANCE MEETING

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY FINANCE COMMITTEE, HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 3.00 pm ON MONDAY 4th OCTOBER, 1982.

MEMBERS ATTENDING: D. A. Wyles (Chairman); F. R. Jennings,
G. N. Wilson.

APOLOGIES: Apologies were received from Members Jefferson & Buchanan.
It was resolved THAT the apologies be accepted.

ACCOUNTS PRESENTED FOR PAYMENT:

It was resolved THAT the Finance Committee, having received satisfactory explanations to the vouchers as presented, recommend that payment in the following amounts be approved:

Current Account.....	\$152,394.96
Current Account (Loan Repayments 1982/83)	372,654.96
Loans Account.....	239,178.51
Wages Account.....	26,944.50
Installations Account.....	47,517.67
Waste Disposal Account.....	24,658.28
Deposits Account.....	10,327.75

It was resolved that the Finance Committee recommend that the circumstances of payment of:

Cheque No. 355 to Grasstree Nursery for \$2,617.00
be Reported on by the Secretary to the Authority
at the Meeting on Wednesday, 6th October, 1982.

GUTTERIDGE, HASKINS & DAVEY PTY LTD:

It was resolved that the Finance Committee recommend that the Account from Gutteridge, Haskins & Davey in the sum of \$22,926.74 be passed for payment.

ADDITIONAL REPORT ON INSTALLATIONS CONTRACT 901/03/77

It was resolved that the Finance Committee recommend that the recommendation of the Installations Clerk be adopted and that the Tender price be increased to \$2,555.00.

INSTALLATIONS - APPLICATIONS FOR VARIATIONS IN CONTRACT PRICE:

It was resolved that the Finance Committee recommend that the following Variations in Contract Price be approved:

DRAINAGE PLAN NO	CONTRACT NO	CONTRACTOR	OWNER	EXTRAS	DEDUCTIONS
B17/50	03/76	M Brown	B Rubira	430.00	
G12/11	03/77	T Shillito	E Downey	20.50	
K1/32	03/77	T Shillito	W Purves	201.60	
N2/95	03/79	D Milne	K Charmen	100.00	
N2/111	02/78	T Shillito	A Mc Kenzie	54.00	
N2/295	03/76	M Brown	H Chapman	253.50	
N2/203	03/76	M Brown	D Zuccala	312.75	40.00
S5/4	03/79	D Milne	U Palmer	195.56	
S16/2	02/76	E Marks	B Godfrey		90.00

Confirmed this.....*Sixth*.....day of.....*October*.....1982

.....*J. K. Buchanan*.....

CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

AUTHORITY MEETING

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY, HELD AT THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 7.30pm ON WEDNESDAY, 6th OCTOBER, 1982.

MEMBERS ATTENDING

J.K. Buchanan, (Chairman), D.D. Boyd, H.W. Wilson, G.N. Wilson, F.R. Jennings, J.B. MacDonald, R.J. Simpson and K.F. Jefferson.

APOLOGY

An Apology was received from Member D.A. Wyles.

Boyd
MacDonald

That the apology be accepted.

CARRIED

MINUTES OF MEETING, 8th SEPTEMBER, 1982

Wilson, G.N.
Jennings

That the minutes as circulated be confirmed.

CARRIED

MINUTES OF STAFF COMMITTEE, 1st OCTOBER, 1982

Jennings
Wilson, G.N.

That the minutes be confirmed and the recommendations adopted.

LOST

MINUTES FINANCE COMMITTEE, 4th OCTOBER, 1982

Wilson, G.N.
Jennings

That the minutes be confirmed and the recommendations adopted.

CARRIED

MINUTES STAFF COMMITTEE, 1st OCTOBER, 1982

Jennings
Jefferson

That the minutes be confirmed.

CARRIED

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SECRETARY'S REPORT

5. J.K. Andrew

MacDonald That recommendation No. 1 be adopted and that
Wilson G.N. no further disciplinary action be taken.

CARRIED

6. Pan Dumping Septage Disposal Station

MacDonald That the Authority agree with the Secretary's
Boyd recommendation in principal and that the
Secretary prepare a draft agreement for
consideration by the Authority at the next
meeeting.

CARRIED

Jefferson That the report be received.
MacDonald

CARRIED

RECISION MOTIONS - MEMBER SIMPSON

Simpson "That the following resolution adopted by the
MacDonald Dromana-Rosebud Sewerage Authority, on the
4th August, 1982 viz:

'That the Secretary's recommendation be adopted
and that consideration of payment to the
Municipality for E.D.P. Installation be not
considered until all works are completed and
a detailed account has been received.'

BE RESCINDED"

CARRIED

Simpson "That the following resolution adopted by the
Boyd Dromana-Rosebud Sewerage Authority on the 8th
September, 1982 viz:

'That the settlement of any future accounts
relating to the E.D.P. implementation submitted
by the Shire of Flinders be not considered until
completion of the E.D.P. Installation and all
accounts have been received.'

BE RESCINDED"

CARRIED

SECRETARY'S REPORT

Jennings That the report be received and that the account
Boyd in the sum of \$970.00 be paid.

CARRIED

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SECRETARY'S REPORT

1. Payment of Claim - G.A.C. Excavations

Jennings That the information be received.
Simpson

CARRIED

2. Payment of Cheques - Advance Account

Jennings That the Authority resolve to adopt
Wilson a practice of establishment of a special
advance account subject to formal approval
being received from the responsible
Minister.

CARRIED

3. Loan Programme 1982/83

Jennings That the Authority accept the loans offered
Boyd by:

i) Commonwealth Savings Bank	\$100,000.00
ii) State Bank	\$750,000.00
iii) Local Authorities Super Board	\$500,000.00

and that the necessary approvals be
obtained.

CARRIED

4. Generator

Jennings That the information be received.
Boyd

CARRIED

5. Victorian Water and Sewerage Authorities Association

Jennings That the information be received.
Jefferson

CARRIED

10. MORNINGTON PENINSULA-PAKENHAM SEWERAGE AUTHORITIES GROUP

MacDonald That this Authority advise Mornington
Jennings Peninsula-Pakenham Sewerage Authorities
Group that this Authority's opinions have
not altered and that this Authority prefer
option 1 and are strongly opposed to
options 2 & 3, in particular 3, and that
an receipt of the circular, the necessary
information be collated and provided to
Mr. Collings.

CARRIED

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12. GUTTERIDGE HASKINS & DAVEY - AREA CONTRIBUTION TO COST OF HEADWORKS

Jefferson
MacDonald
That the letter be received and that in accordance with indices the value of the contribution be increased by 5.6%, and the base rate now be \$980.00.

CARRIED

13. GUTTERIDGE HASKINS & DAVEY- 164th REPORT - TENDERS 901/56/E

Wilson G.N.
Jefferson
That the report be received and that the Authority:

- i) Accept the corrected Schedule of Rates tender of Prentice Bros. & Minson Pty Ltd in the sum of \$494,478.50 (including a provision sum of \$10,000.00) subject to adjustment for rise in costs for contract 901/56/E.
- ii) Advise the Sate Rivers & Water Supply Commission of the Authority's decision and request its approval.

CARRIED

14. GUTTERIDGE HASKINS & DAVEY - PROGRESS REPORT

Jennings
Boyd
That the report be received.

CARRIED

15. SEWERAGE INSTALLATION PROGRESS REPORT

Jefferson
Wilson G.N.
That the report be received.

CARRIED

16. APPLICATIONS TO DISCHARGE TRADE WASTES

Jefferson
Boyd
That applications to discharge trade wastes, received from:

OWNER	PROPERTY
J. Heiber	56 Carrigg Street, DROMANA.
Southern Pen. Hospital	1527 Nepean Highway, ROSEBUD.

BE APPROVED.

CARRIED

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17. LICENCE APPLICATIONS

MacDonald
Boyd
That Plumbing & Drainage Licence applications received from:

PLUMBERS LICENCES

Name	Address	Licence No.
KNIGHT R.W.	143 Bonds Road LOWER PLENTY	816
PALMER R.G.	99 Mimosa Road CARNEGIE	817
JARDINE R.J.	62 Plenty River Dve GREENSBOROUGH	818
HARVEY L.A.	184 Junction Road NUNAWADING	819
MYRTEZA R.	3 Rainier Street PASCOE VALE	820
VARKE L.R.	16 Rangeview Road MOUNT EVELYN	822
PALMER R.J.	56 Brights Drive RYE	823
PRINGLE D.F.	Lot 132 Dorset Road BAYSWATER NORTH	824

DRAINERS LICENCES

MARIMELLO P.	21 Orion Street VERMONT	351
NEILL P.G.	20 Maughan Street KOOWEERUP	352
KENNEDY P.M.	52 Callas Street DROMANA	353

Be received and licences be granted.

CARRIED

ESTIMATES

Jennings
MacDonald

That approval be given to purchase all items listed in Section 2 "Expenditure Recommendations" of the Report on estimates with the exception of the Electric Grinder in the sum of \$75.00 and a reduction from \$1,800 to \$1,500 for provision of an intercom system.

CARRIED

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Wilson G.N. That the Authority resolve to set rates
Wilson H.W. for 1982-83 of:

i) Sewerage Rates:

7.2¢ in dollar N.A.V.
Minimum developed property \$165.00
Minimum vacant land \$135.00

and:

ii) Development Rates:

.35¢ in dollar site value
Minimum rate of \$55.00.

and that all requirements of the Act be
complied with to enable the rates to be
confirmed at a special meeting to be held
on 20th October, 1982.

CARRIED

Wilson H.W. That the Authority:
Jennings

- i) receive the report on estimates, and
- ii) adopt all recommendations in the report
as amended, and
- iii) adopt the Estimates of Expenditure as
amended, and
- iv) review cistern charges and adopt the following
charges:

(a) Village Glen Properties	\$165.00
(b) Other Residences	\$165.00
(c) Class 4 Properties	\$ 96.00 per pan \$ 48.00 per urinal
(d) Class 2 Properties	\$ 72.00 per pan \$ 36.00 per

and,

- v) adopt the estimates of revenue income,
as amended; and
- vi) agree to accept an estimates revenue deficit
of \$94,919.49 at the end of the 1982-83 year.

CARRIED

confirmed this.....20th.....day of.....October.....1982

CHAIRMAN

DROMANA-ROSEBUD SEWERAGE AUTHORITY

MINUTES OF MEETING OF DROMANA-ROSEBUD SEWERAGE AUTHORITY HELD AT
THE OFFICE OF THE AUTHORITY, NEPEAN HIGHWAY, DROMANA AT 7.30pm ON
20th OCTOBER, 1982.

MEMBERS ATTENDING: Buchanan, J.K. (Chairman); Wyles, D.A., Simpson, R.J.,
MacDonald, J.B., Jennings, F.R., Wilson, G.N.,
Wilson, H.W.

MINUTES OF MEETING HELD - 6th OCTOBER, 1982

Wilson, H.W. That the minutes of the previous meeting be
Jennings confirmed.

CARRIED

SETTING OF RATES 1982/83

Wilson, H.W. Making and Levying Sewerage Rate:
Wilson, G.N.

That in order to carry out the ordinary functions
of financing the works of the Dromana-Rosebud
Sewerage Authority in accordance with the
provisions of the Sewerage District Act 1958
this Authority does hereby make and levy the
following Sewerage Rate over the whole of
sewered properties in the Sewerage Area.

A rate of 7.2 cents in the dollar on the Nett
Annual Value of the property with a minimum
rate of \$135.00 on Vacant Land within the
declared area and a minimum rate of \$165.00
on land with one or more buildings on prepared
and advertised in the Southern Peninsula
Gazette on Wednesday, 13th October, and 16th
October, 1982.

Such rate shall be for the period 1st October,
1982 to 30th September, 1983 and shall be due
and payable on 10th April, 1983.

CARRIED

Wilson, H.W. Making and Levying of Development Rate:
Wilson, G.N.

That in order to carry out the ordinary functions
of financing the works of the Dromana-Rosebud
Sewerage Authority in accordance with the
provisions of the Sewerage District Act 1958
this Authority does hereby make and levy the
following Development Rate over the whole
of the rateable unsewered properties in the
Dromana-Rosebud Sewerage Authority District;
a rate of 0.35 cents in the dollar on Site
Value of property with a minimum rate of
\$55.00 on a property advertised in the Southern
Peninsula Gazette on Wednesday, 13th October,
and 20th October, 1982 and the Age on 9th
October, and 16th October, 1982.