



**Minutes**  
**Berth Holders Meeting**  
**Held on Saturday 19 January 2019 at Blairgowrie Yacht Squadron**  
**2900 Point Nepean Road, Blairgowrie, VIC 3942**

**1. WELCOME**

The Chair of the Safe Boat Harbour Committee Paul Devereux opened the meeting at 9.05 am and welcomed berth holders.

**2. APOLOGIES AND ATTENDANCE**

Members who attended and apologies are recorded as an attachment to the minutes.

**3. MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING HELD JULY 2018**

The Chair asked if there were any questions on the minutes and as there were none, the minutes of the Berth Holders Meeting held on Saturday 4 August 2018 were accepted.

Proposed: John Plumridge    Seconded: John Moody    **Carried**

**4. FINANCIAL REPORT**

The Chair advised that YTD (November 2018) we are tracking slightly ahead of budget.

	<b>TYD Actual</b>	<b>YTD Budget</b>	<b>Variance</b>
	\$000's	\$000's	000's
Income	453	448	5
Expenses	358	358	0
Operating Result	95	90	5

This time of the year we have timing differences to consider. Key expense movements included:

- Harbour inspections - \$13k favourable. Having said that we have had a harbour inspection completed in early January which will alter this figure.
- Repairs & Maintenance - \$16k unfavourable, but needs reconciling following the work on the harbour wall. An update will be issued once this reconciliation has been completed through the BYS Marina e-news.
- Insurance - \$6 unfavourable (and will be > budget as actual premiums came in higher)
- R&M fund allocation - \$5k favourable (timing)
- Security & safety - \$3k favourable (timing)
- Waste & rubbish removal \$2k favourable (timing)

## CR&M FUND

	June 2018	December 2018
Fund opening balance	304,114	416,638
Contributions	126,914	49,044
Interest credited	7,139	6,045
Less expenditure	-21,528	Requires reconciliation*
<b>Closing balance</b>	<b>416,638</b>	<b>471,727</b>

\*The Chair noted that at the last Berth Holders Meeting it was flagged that we expected charges of up to ~\$30k for costs associated with the repairs of the fixed wall (being the excess over the club contributing the first \$100k) and ~\$30k to cover the labour component associated with the rod replacement program from the floating sections (per the Bellingham Report). Latest estimates suggest that the fixed wall component will be higher and the floating component lower.

We talked in the August meeting about the ~\$500k CRM target we were working towards and anticipate it will be met later this calendar year. The August meeting will look to provide guidance on the future direction of the quantum needed in the fund and when and how it will be accessed.

## 5. OEMP OBLIGATIONS

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Marina Manager, Dan Knapp provided an update on the Club's OEMP (Operational Environmental Management Plan) obligations.

- The Marina Rules have been updated and can be found on the new website
- The Risk Assessment and Management Plan has been updated and is now complete
- Environmental monitoring has been an area of focus for the past months. We have now completed a detailed schedule of all of our obligations. This schedule captures time frames, person responsible and actions taken. In addition to the schedule, Dan Knapp has set up a shared calendar to capture key dates. Peter Wilson from the SBH Committee is assisting Amanda Jacobs and Dan Knapp with this ongoing work and compliance.
- We were unable to dredge sand prior to Christmas however plan to make an application to DWELP after the busy summer period to conduct the works this year

**Question from the floor:** Where do we stand in asking scuba divers and swimmers not to swim in the marina where boats are moving around?

**Chair:** Any berth holder should feel they can talk to anyone who is compromising safety in the marina. It is an ongoing education exercise.

**Question from the floor:** Is there an insurance impact for the Club in the case of someone being hurt in the marina when diving or swimming?

**Chair:** If we are doing everything we can to educate and ensure appropriate signage is erected then I believe we are covered. We will always look at whether we need to make improvements, particularly to signage in the marina.

**Question from the floor:** There are also a number of kids jumping into the marina, including off the poles.

**Commodore:** I experienced this last night. There were 7 youths doing just that. I asked them to move on and they were aggressive. They asked who I was and I let them know I was the Commodore. They left but by the time I was out on my boat 10 minutes later they were back. It's just an ongoing challenge. As Paul Devereux has said its all about unemotional politeness to try to move them on. Because we are open space and not surrounded by fences we are always going to have challenges in this area.

## 6. REPAIRS AND MAINTENANCE

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The Chair discussed the information sent out to all berth holders prior to this meeting which provide an update on the work we've been doing recently.

The repair work on the wall has been more extensive than first predicted. The work that has gone on by a number of people on the SBH Committee has been extraordinary and provided us with some very valuable IP. The Chair handed over to John Coppock to provide a further update on the problems we have encountered and the solutions we have found which we believe will also be used by other marinas in future. We feel very confident that the knowledge that has been accumulated and the solutions that have been implemented will greatly assist in preserving the integrity of the harbour for years to come.

After the new wall was constructed we conducted a swim through and originally identified 13 failed bolts in the old wall that needed replacing but ultimately we replaced 16 bolts. John Coppock shared a series of underwater photos of some of the damaged bolts and demonstrated the different challenges they have faced to repair the bolts. They had to design purpose built solutions and the tools and machinery to undertake the repairs. The tools were manufactured at MAW Civil with John Plumridge's team. Tools include the use of a claw to secure a panel to the piles, a drilling machine with a hydraulic motor with a very short shank drill. The work was so complex that they could only drill one bolt out a day. Most of the problematic 16 bolts required different design thinking and application to repair. The most complex was pile 36 which was at the end of the old wall. John Coppock then shared an underwater video supplied by Aegir Divers explaining the work that was conducted.

John Coppock advised that after this work and a recent swim through we are in pretty good shape. Moving forward we have appointed a metallurgist who will conduct some destructive and non destructive testing on the failed bolts with the plan over the next 5 to 6 years to replace bolts in a rotation program. We've also approached Monash University to have a look at the ageing marina and how it's survived over the years and together with the metallurgist, they will provide recommendations and input for the most effective preventative maintenance program to implement.

Swim throughs are now being conducted on the entire length of the old and new wall by divers on a 6 monthly basis.

The Chair mentioned that they had also asked Bert from Aegir Divers to start measuring the scour on the south side of the harbour wall and was pleased to advise that there is no issue on the south side at the moment. Importantly, we now have base line data to monitor changes in the marina in the coming years.

**Question from the floor:** Does Bellingham have any liability for the wall?

**Chair:** Bellingham provided and assembled the floating pontoons. Fitzgeralds constructed the new wall and KV Johnston constructed the old wall. We are well past the warranty period for the old wall. We are fortunate to have the original assessors of the damage wanting to better understand why

the damage occurred in the way that it has and we are also in a position where we have a choice on repair options.

**John Coppock** noted that we now have a new bolts across the entire wall so it is as it was 15 years ago.

**John Plumridge** mentioned that we were in a position where the focus was always on the attenuator and so little maintenance was completed on the old wall in the past, but thankfully we are past that and focused on preventative maintenance going forward.

**Commodore:** It's been an incredible piece of engineering. We have a unique environment, a beautifully clean marina provided to us by the design of that sea wall. Its different to many other marinas that use a rock wall and so the wall will require ongoing maintenance.

**Question from the floor;** Is there insurance on the sea wall?

**Chair:** We do hold insurance.

**Sue Grey:** Over 15 years there wasn't much done. 15 years is a long time to expect any bolt to hang on. There was mention that we would review the wall 6 year ago but it wasn't done then.

**John Plumridge:** The designers should have set a maintenance program for the old wall however this doesn't tend to happen. They feel they have designed something that is robust enough to last forever. Also I think you'll find the sea conditions we have today are totally different to what the design was originally meant for. This was identified with the attenuator. We are better off doing exactly what we have done now which is setting up a maintenance regime based on known information to protect yourself. We will look at the longevity of the bolts and will be wise and frugal in how we spend money set aside for repairs and maintenance.

**Tom O'Donohue:** Was there any evidence of concrete cancer?

**Chair:** No.

**John Plumridge:** We had to be careful in our design solutions to resolve the problem of not introducing concrete cancer by letting sea water into the structure. The wall is alive in that it moves and this needs to be considered when working on the wall. We are building another claw and along with the swims through we can identify and resolve any future issues quickly and effectively.

**John Coppock** held up and an example of a bolt showing very little rust.

## **7. MARINA MANAGER'S REPORT**

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Daniel Knapp presented his report.

### **Harbour Entry**

It has been established that there are possible collision situations with our current marina entry lights. Dan Knapp passed around a map to the group and explained that a suitable shroud/hood is being sourced to create specific sectors to address this.

### **Nut and Washer Replacement in Old Section**

Following a recommendation in the Bellingham report we are developing a program to replace the nuts and washers (and rods in due course) in the old section of the marina. We have investigated an entire bay of the old section to determine the time it takes to replace nuts and washers in one section. In most parts the process was straight forward. The nuts and washers that came off were in

a fairly good state. To replace 45 nuts took 6 hrs. Replacing each nut is therefore less than 8 minutes. This is approx. 800 hour of labour and is a two person task.

There are approx. 4 nuts in the corner sections that are not accessible from the top and therefore would require a person in the water.

A suitable sample of nuts is to be collected and will be given to the metallurgist (mentioned above) for evaluation.

**Chair:** This will be a multi year maintenance program. The rods have a 25 year lifespan and we are in year 18 so we are thinking ahead to that replacement program.

**Tom O'Donohue:** Did we ever complete the project of the hinged fingers?

**Dan Knapp:** To my knowledge it has all been complete.

### **Ladders in Marina**

We have found a solution for fold down ladders which will be positioned halfway along each row on either side and one for each T-Head.

**Sue Grey:** How do you get them down if you are in the water?

**Dan Knapp:** If you are in the water the top is within arms reach to fold down towards you.

**Commodore:** They are similar design to ladders of the back of your boat so you can pull down with one hand.

**Dan Knapp:** The idea of a folding ladder is that they are out of the water and there is less maintenance.

**Chair:** The top of stern poles will be painted orange or yellow to identify where they are located. We will also have some portable ladders at the start of the rows.

**Sue Gray:** Very glad to see this happening after all the discussion we've had. I think we also need a ring on them.

### **Pile Caps**

Pile caps have been purchased and installation has begun however due to the varying diameters of each pole the cones have to be modified to suit. This will solve the problem of the kids jumping off the piles.

### **Harbour Security**

Nothing to report – cameras operating as expected – footage has been used at various times as needed.

### **New Marina Accessory Price List and Slipping Form**

Dan Knapp provided some print outs of the new price lists. The slipping form has also been updated for this year. Both documents are available via new website or marina office.

### Slipping Changes

Slipping now booked through the Marina office moving forward.

**Tom O'Donohue:** Do we keep a register of accidents in the marina or hardstand?

**Dan Knapp:** Yes we do.

**Michael Landy:** There are no rubbish bins. Is this something you have contemplated before?

**Chair:** There has been discussion on this topic previously and we feel that if we put a bin out there it's likely to quickly overflow. On this basis we won't be installing bins on the marina. Rather its an education exercise for people to bring their rubbish in. As a reminder, it is every berth holders responsibility to remove their own rubbish.

**Question from the floor:** There was something in the last minutes about wash facilities.

**Chair:** Yes this service is available.

**Question from the floor:** Also there was something in the last minutes about a loud speaker.

**Dan Knapp:** I've contacted our IT supplier and electrician and I have a possible solution. The hardest thing is finding a good product that is wireless and marinized. We will continue to discuss solutions at the Safe Boat Harbour Committee meetings.

**Question from the floor:** There was a plan at one stage to put in a drainage/sullage point at the end of the marina.

**Chair:** There is a lot to do to make this happen – although it should be noted that the infrastructure does allow this to be implemented, however there are no current plans to implement this.

**Question from the floor:** In terms of slipping I understand there was a plan for an extended concrete pad for the boat. Second question: is there a plan for club members to get priority for their boats to get put up on the concrete?

**Dan Knapp:** Unlikely. I would like to get to a point where all we're doing is servicing member's boats however even then I would struggle to fit them all in during a calendar year based on pulling 4 to 6 boats out every week. For that to happen we would need most of the car park concreted.

**Commodore:** That's a \$400,000 exercise. In the long term we would like to do this. We've sealed the front of the driveway and I'm sure there's a lot of members saying why didn't you just keep going? The reason is that the concrete would now need to carry the weight of the straddle carrier. The only place we can wash down boats is over that concrete bay for drainage.

## **8. GENERAL BUSINESS**

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The Commodore had received a question on notice regarding the status of the lease and asked the Commodore to respond to this.

### Lease Status

The Commodore advised that the lease continues to be one of the greatest causes of frustration and to put it into context for you I have personally been working on this since October 2016, 2.5 years.

The only thing I can say with any certainty is that all the documents that BYS had to produce for the lease has been done.

- Formal approval of OEMP by Foreshore Committee and MPSC
- All major terms agreed with Foreshore Committee
- All major “special conditions” agreed with Foreshore Committee
- Draft lease document, including schedules, have been submitted to DELWP
- Delays due to Victorian state election in November – “caretaker mode”
- Certified survey of land side and water side now complete and submitted to Surveyor General in correct format
- Pushing as hard as we can with support of Foreshore Committee and DELWP contacts

### **Leads Tested and Tagged**

The Chair mentioned that there had been a few questions from berth holders about getting leads tested and tagged. We are thinking of having someone available on a weekend to undertake this exercise if it was in demand.

**Commodore:** There is a requirement for all leads to be tested and tagged. This is the responsibility of the berth owner.

Berth Holders expressed their interest in this service by a show of hands.

### **Meeting Closed**

With no further questions received the Chair closed the meeting at 10.15am.

## APOLOGIES

<b>FIRST NAME</b>	<b>SURNAME</b>
Neville	Wiggs
Simon	Camp
Bill	McMahon
Barbara	McMahon

## ATTENDEES

<b>FIRST NAME</b>	<b>SURNAME</b>
Ken	Barelli
Jason	Beveridge
Rod	Blackburn
Graham	Boyd
John	Calvert-Jones
John	Cooper
Eric	Dick
Phil	Endersbee
Rob	Flew
Sue	Gray
Michael	Landy
Keith	McKay
Chris	Mellet
John	Moody
Steve	Morrison
Adrian	Mulcahy
Tom	O'Donohue
Andrew	Rozsa
Bryan	Snooks
Judy	Snooks
Rob	Ungar
Norman	Williams