

# ***HERBERT RIVER IMPROVEMENT TRUST***

## ***GENERAL MEETING MINUTES***

***Thursday 3<sup>rd</sup> March 2022  
at 9.00 am***



**A. IN ATTENDANCE** – Mr RA Bosworth (Member), Cr WG Skinner (Member), Ms CA Coppo (Member), Ms LF Carr (Secretary) and Mr T Smith (Trust Engineer).

**B. APOLOGIES** – Cr AJ Lancini.

**C. MINUTES** - Confirmation of Minutes of the General Meeting held on 3 February 2022.

**RESOLVED** – That the minutes be approved.  
(Ms CA Coppo and Cr WG Skinner - carried)

**D. WORKS REPORT** – The Trust Engineer, Mr Tim Smith, provided an update of works for the month of February.

---

### **DRFA Revegetation Work. Contractor - W & T Bails Tree Lopping (Wayne Forden)**

Work is starting on the Waterview Creek sites – Zatta and Clerk and others. The sites will be cleared/ slashed, raked and planted. I have also asked the contractor to do the North Bank site (Palmas) as soon as possible to complete the project.

That will involve planting of about three hundred trees.

After that, the contractor will prepare and plant Trovato and Porta.

### **QRRRF 2021-22**

Expressions of Interest were submitted for two projects:

Priority 1: Herbert River. Upgrade the Ripple and Catherina Creek floodgate control systems.

An upgrade will allow remote monitoring of the floodgates thereby avoiding the need for an operator to travel to the riverbank sites during flood events. This would improve responsiveness and timely operation of the floodgates by operators. This will reduce the risk of delays in closing the gates because of flooded access and reduce the risk of inundation of extensive areas away from the river that delayed closing causes. Upgrading is proposed for both the Ripple and Catherina Creek flood gate control systems.

## General Meeting Minutes – HRIT – 3<sup>rd</sup> March 2022

Estimated cost has been developed from preliminary prices and quotations. At this stage, advice on instrumentation and estimated cost has been obtained from a local instrument contractor. Final cost will come out of a formal tender process. The Trust has also sought information on similar control systems operating elsewhere and is confident the proposed remote monitoring and operating system will sort out the problems it has operating the floodgates at Catherina and Ripple Creeks.

Estimated cost: Ripple Creek - \$19,600, Catherina Creek - \$21,100 and project management - \$2,500.  
Total: \$43,200

Priority 2: Herbert River. Reprofilng Castorina Island. Flood mitigation for Lower Herbert.

Reprofilng Castorina Island to improve the waterway area available in the river channel for moderate and major floods. Improvements to the river channel will reduce the frequency of overbank flood breakouts into Cordelia and Macknade. The project will extend the benefit that has resulted from works done by the Trust to reprofile islands below Halifax, upstream at the Macknade cane rail bridge and preliminary works on Castorina Island.

Ongoing benefits: Improvements for the communities of Cordelia and Halifax from the work in the river have been confirmed by the recent flood modelling. The flood model will be run again by the Trust's consultants, Venant Solutions, after the project is completed with the topographical changes to the island included in the model run to quantify further improvement in that reach of the river.

Estimated cost: Topographical surveys (before and after) - \$15,000, construct access - \$20,000, earthworks - \$450,000 (60,000m<sup>3</sup> x \$7.50) and supervision/other overheads - \$25,000.  
Total: \$510,000

### Inspections

- Mark Zatta (Abergowrie, Herbert River) – bank erosion during recent river flood, and
- B and W Valinoti (Halifax Road) – bank erosion on the riverbank - estimated to be twenty metres long.

Both are to be considered for a future Annual Works Program.

Tim Smith  
Trust Engineer

**RESOLVED** – That the report be accepted.  
(Cr WG Skinner and Ms CA Coppo – carried)

*Steven Veltmeyer (HSC Information Services) attended the meeting at 10.00 am and left the meeting at 11.00 am to provide an information session on Teams usage.*

**RESOLVED** – That the Trust ask HSC for assistance to establish a Trust Team to securely and effectively document Trust business.  
(Ms CA Coppo and Cr WG Skinner – carried)

*Mr Keith Phillips (Trust Supervisor) attended the meeting at 11.15 am (and left the meeting at 12.00 pm) to discuss the floodgates at Ripple and Catherina Creeks.*



**E. CORRESPONDENCE –**

**1. EMAIL FROM MARIA BATTORARO (SECRETARY LHWMA)**

Consideration of email received 3 February 2022 requesting information relating to the operations of the Trust floodgate assets located at Ripple and Catherina Creeks.

**RESOLVED** – That the Trust has received some funding for the installation of remote-control telecommunications for the operation of both Ripple and Catherina Creeks' floodgates. That the Trust will revise specifications for potential tenderers. The Trust will keep LHWMA informed of the progress of the project.  
(Cr WG Skinner and Ms CA Coppo - carried)

**2. EMAIL FROM JOSIE AGOSTINELLI**

Consideration of email received 3 February 2022 requesting clarification regarding what costs would be expected to be contributed.

**RESOLVED** – That the Secretary advise that the works has been estimated at \$30 000 and that the landowner contribution is 50% of the cost of the works. However, in this instance, the Trust will share the State Government subsidy and the landowners will be required to pay up to a maximum of \$10 000.  
(Ms CA Coppo and Cr WG Skinner - carried)

**3. LETTER FROM LAURA DIETRICH (STATE AND NATIONAL PROGRAM DELIVERY QRIDA)**

Consideration of letter dated 7 February 2022 advising of the outcome of the Trust's North Queensland Recovery and Resilience Grants (Stream 2) Scheme – Land Management application.

**RESOLVED** – That the letter be received and noted.  
(Cr WG Skinner and Ms CA Coppo - carried)

**F. BUSINESS –**

**1. CATTLE CREEK AND FRANCES CREEK ISSUES (MR JOHN MASTRIIPPOLITO CONCERNS)**

**RESOLVED** – That the Secretary advise Mr Matrippolito that the Trust is in the process of organising a meeting with Queensland Rail with reference to the Cattle and Frances Creeks' issues, and that the Steering Committee will be invited to the meeting when the meeting is confirmed.  
(Ms CA Coppo and Cr WG Skinner - carried)

**G. FINANCIAL BUSINESS –**


1. Seeking approval for payment of the following accounts as of 3 March 2022:

Payee	Amount (\$)	Details
Mr RA Bosworth	733.00	Meeting 3/2 and inspections
Cr AJ Lancini	150.00	Meeting 3/2
Cr WG Skinner	300.00	Meeting 3/2 and inspections
Ms CA Coppo	150.00	Meeting 3/2
Ms LF Carr	450.00	February wages – administration and accounting
Ms LF Carr	45.00	Super guarantee
JK's Deli	95.50	Paid 3 February
L Rosadi	1 260.00	Mow levee February
W & T Garden Bails	16 940.00	DRFA revegetation
JT Smith and Assoc. (February)	7 436.00	Meeting and inspections \$2 189.00 DRFA projects \$4 015.00 QRRRF EOIs \$1 232.00
Mizzi Enterprises	4 864.20	Cordelia Is – scoop hire
Australia Post	144.00	PO Box rental
Ergon	151.49	Paid 18 February

**RESOLVED** – That the accounts be passed for payment.  
(Cr WG Skinner and Ms CA Coppo - carried)

- H. CONCLUSION** – The meeting concluded at 12.30 pm with the next General Meeting scheduled for Thursday, 7 April at 9.00 am at Council Chambers.

Action Item	Assigned to	Deadline
Ask HSC for assistance to establish a Trust Team to securely and effectively document Trust business	Trust members	7 April
Advise Josie Agostinelli re cost of works contribution	Leigh	7 April
Advise Mr Mastrippolito that the Trust is in the process of organising a meeting with Queensland Rail	Leigh	7 April
Review and update the Trust's Strategic Plan (carried over)	Caroline	7 April

  
Mr RA Bosworth  
Trust Chair