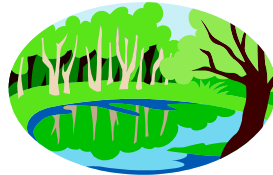


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

**Thursday 7th May 2020
at 9.00 am**



A. ATTENDANCE – Present were Mr RA Bosworth (Member), Cr AJ Lancini (Member), Cr WG Skinner (Member), Ms CA Coppo (Member), Ms ML Wise (Member), Mrs LF Carr (Secretary) and Mr T Smith (Trust Engineer).

B. APOLOGIES – No apologies.

Ms ML Wise, Ms CA Coppo and Ms LF Carr attended the meeting remotely, with Mr RA Bosworth, Cr AJ Lancini, Mr Tim Smith and Cr WG Skinner sitting 1.5 metres apart at Council Chambers.

C. MINUTES - Confirmation of minutes of the General Meeting held on 16 April 2020.

RESOLVED – That the minutes be approved.
(Cr AJ Lancini and Cr WG Skinner - carried)

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

Herbert River Improvement Trust Engineers Report for Meeting 7 May 2020

Modification of the Halifax Levee/the private levees issue

Development Application lodged with HSC. Confirmation Notice received dated 7 April 2020. Copy of application to go to DSDMIP Townsville for referral – operational work for Class 3 Levees (off property impact and affected population of 3 or more) and on premises near State Transport Corridor (Halifax Bemerside Rd).

Notes prepared to assist Chair with a response to questions put by Michael Reinaudo following the recent meeting.

DRFA Stage 2 Reconnaissance Projects – Stone R (SR-2), Herbert R (HR-2) and Waterview Ck (WVC-2) projects approved by DES 20/1/2020

Stone R (SR-2). Design report, specifications, Fluvial Geomorphologist Report, tender sheet and quantities and drawings for construction completed. Budget \$227,000.

Summary of quantities. 1,750t select fill, 1800t quarry rock, geofabric Terrafix 600R or similar. Lower bank fill to be sourced from opposite sand point bar as part of the realignment and preparation of the bed at the site. A copy of the drawings for construction included with this report.

Recommendation: Quotations for the work be called locally.

Herbert R (HR-2). Design report, tender sheet and quantities and drawings for construction completed. Fluvial Geomorphologist Report being completed by Rob Lait and Associates. Budget \$999,000.

Gap Creek (WVC-2). Hinchinbrook Survey Solutions carried out the ground survey. Information received 2 May 2020.

The **Program Schedule** included with the Grant Deed for the DRFA funding shows the design phase as April-June, construction July-December, and monitoring and evaluation through the 2021 wet season Jan-April 2021. These projects are on track to meet that schedule.

Other matters

Inspections requested.

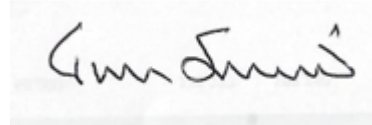
Santo Russo, Waterview Creek

Les Woolley, West Branch Stone River

Pino Lenzo, Waterview Creek

Peter De Campo, Twin Creek and Log Creek

Neil Masters, Herbert River – follow up inspection Chair’s inspection – to finalise a design for an effective outcome including using the rock on site to address the erosion sites.



Tim Smith
Trust Engineer

RESOLVED – That the report be accepted.
(Ms ML Wise and Ms CA Coppo - carried)

RESOLVED – That SR-2 is released for quotation.
(Ms ML Wise and Cr AJ Lancini – carried)

E. CORRESPONDENCE –

1. EMAIL FROM AIMEE GODFREY (HINCHINBROOK SHIRE COUNCIL – “HSC”)

Consideration of email received 23 April 2020 regarding Information Notice - Operational Work – Modification of Class 3 Levee, Halifax Queensland. The email has to it attached an Information Notice in relation to the operational works application from Brett Exelby, Director of Corporate and Financial Services (HSC) which refers to the Trust’s development application deemed properly made on 25 March 2020. Upon review of the application:

- Further information is required for the Assessment Manager to undertake a satisfactory assessment, and
- The (enclosed) Information Request outlines the additional information requested.

RESOLVED – That the requested information be provided by the Secretary as soon as possible.

(Cr WG Skinner and Ms CA Coppo - carried)

2. EMAIL FROM MICHAEL REINAUDO (DIRECTOR – REINAUDO FARMING COMPANY) REGARDING THE HALIFAX LEVEE BANK

Consideration of email received 23 April 2020 from Michael thanking Arthur, Andrew, Wallis and Keith for their time to visit the site, and as discussed the first step is to write a letter to the owners of the property with a clear outline what is proposed for the Halifax Levee and how the Trust would like them to contribute. Michael is happy to forward the letter on.

RESOLVED – A response to Reinaudo Farming Company pursuant to the inspection was drafted and endorsed by the Trust.

(Cr WG Skinner and Ms ML Wise – carried)

F. BUSINESS –

1. ALLIGATOR PONDS DEBRIS REMOVAL

RESOLVED – That \$5 000.00 has been approved to be spent as an Off Program Works project from Item 6 on the Annual Works Program 19/20.

(Ms ML Wise and Cr AJ Lancini – carried)

2. WASHAWAY FLOOD GATES (TWO UPSTREAM ON MOMBELLI’S) – DAMAGED AND NOT FUNCTIONAL

RESOLVED – That the Secretary obtain a google map of the site and that a letter be written to TMR enclosing the map (Ms ML Wise).

(Cr WG Skinner and Ms CA Coppo – carried)

3. FOUR-PENNY TREES (BELOW HALIFAX BRIDGE)

RESOLVED - That this has been approved as an Off Program Works project from the General Stream Improvement item on the Annual Works Program 19/20. That the Trust Supervisor provide a quote.

(Cr AJ Lancini and Ms CA Coppo – carried)

4. DEVELOP AND DOCUMENT AN ANNUAL MAINTENANCE PLAN FOR FLOOD GATES AND OTHER PLANT THE TRUST HAS RESPONSIBILITY FOR

RESOLVED – That the Trust’s Asset Register be reviewed at the next meeting.
(Ms CA Coppo and Ms ML Wise – carried)

5. SR-1 DRFA PROJECT

RESOLVED – That the proposal was provided prior to the approval of the Trust’s procurement policy and that the proposal put forward by Neilly Group be accepted.
(Ms ML Wise and Ms CA Coppo – carried)

6. PROCUREMENT PROCESS

RESOLVED – That the procurement documents are approved and the procurement process commence with the documents enacted from today.
(Ms CA Coppo and Cr AJ Lancini – carried)

7. ANNUAL WORKS PROGRAM 20/21

RESOLVED – That the item be carried over to the next meeting.
(Cr AJ Lancini and Ms ML Wise – carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as at 7th May 2020:

JT Smith and Associates Pty Ltd	\$2 706.00
JT Smith and Associates Pty Ltd (DRFA)	26 400.00
Cr AJ Lancini	150.00
Cr AJ Lancini (23/4 site visit)	150.00
Ms ML Wise	150.00
Cr WG Skinner	150.00
Cr WG Skinner (23/4 site visit)	150.00
Mr RA Bosworth	195.00
Mr RA Bosworth (23/4 site visit)	207.73
L Rosadi	375.00
Neilly Group Engineering (DRFA)	35 000.00
Keita Services (Palmas job)	2 324.15
Ergon	89.14 (Pd 17/4)

RESOLVED – That the accounts be passed for payment.
(Cr WG Skinner and Ms ML Wise - carried)

H. CONCLUSION – The meeting concluded at 12.34 pm with the next meeting scheduled for Thursday 4 June 2020 at Council Chambers.

Mr RA Bosworth
Trust Chair