

# ***HERBERT RIVER IMPROVEMENT TRUST***

## ***GENERAL MEETING MINUTES***

***Thursday 11<sup>th</sup> June 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), Cr Donna Marbelli (Guest) and Mr T Smith (Trust Engineer).

**B. APOLOGIES** – No apologies.

**C. MINUTES** - Confirmation of minutes of the General Meeting held on 7 May 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 May.

### Herbert River Improvement Trust Engineers Report for Meeting 11 June 2020

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#### **Modification of the Halifax Levee/the private levees issue**

Copy of application with 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).

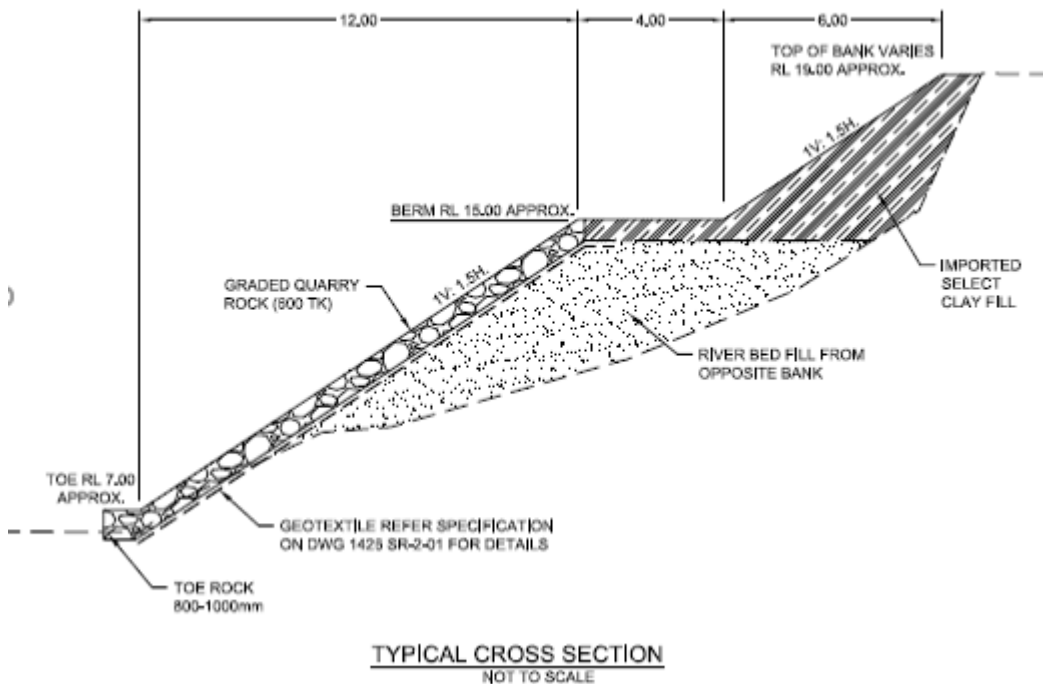
Assessment Manager required referral to TMR (regarding Bemerside Road Corridor) and DNRME (regarding Class 3 Levee Modification).

DSDMIP have referred the application for Concurrence Agency response to TMR, DNRME and also DAFF and DES sighting issues under State Codes including removal of marine plants, Coastal Act – coastal development and tidal works, clearing vegetation, placing fill in a water course, impact of construction traffic on State roads – Eddleston Dr, Musgrave St, Halifax- Bemerside Rd. A meeting with State officers was held 1/6/2020. The Trust is now required to provide further information to address each of these matters. A copy of the Venant flood modelling report is also to go the DNRME.

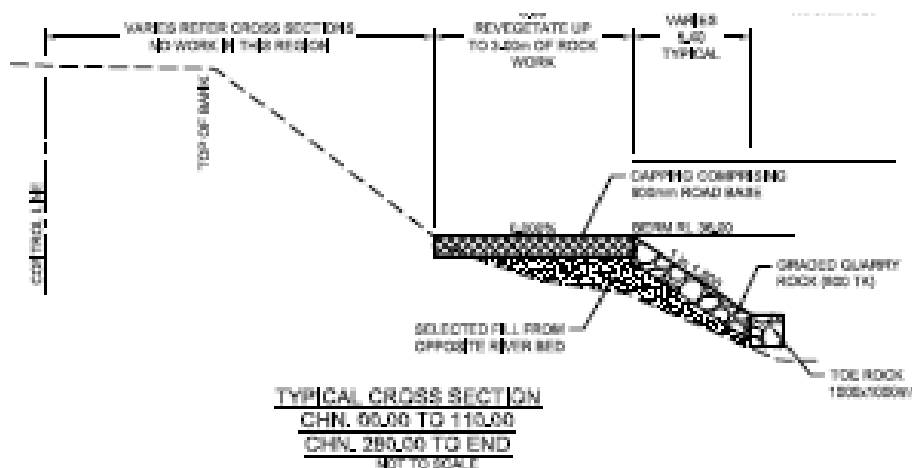
A start on this has been made. Michael Nash, a scientist experienced in the coastal development and marine plant identification has been engaged to report on any issues that might arise with marine plants on the alignment of the levee. He inspected the site on the 4 June.

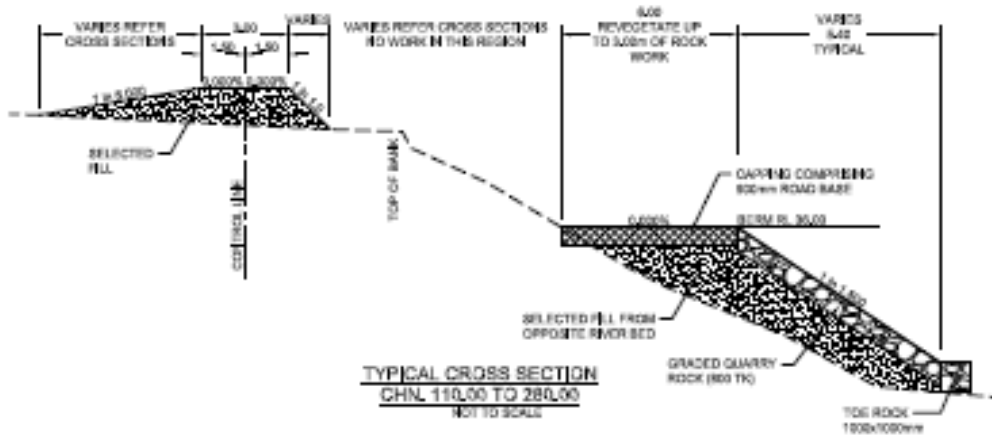
**DRFA Stage 2 Reconnaissance Projects – Stone R (SR-2), Herbert R (HR-2) and Waterview Ck (WVC-2) projects approved by DES 20/1/2020**

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

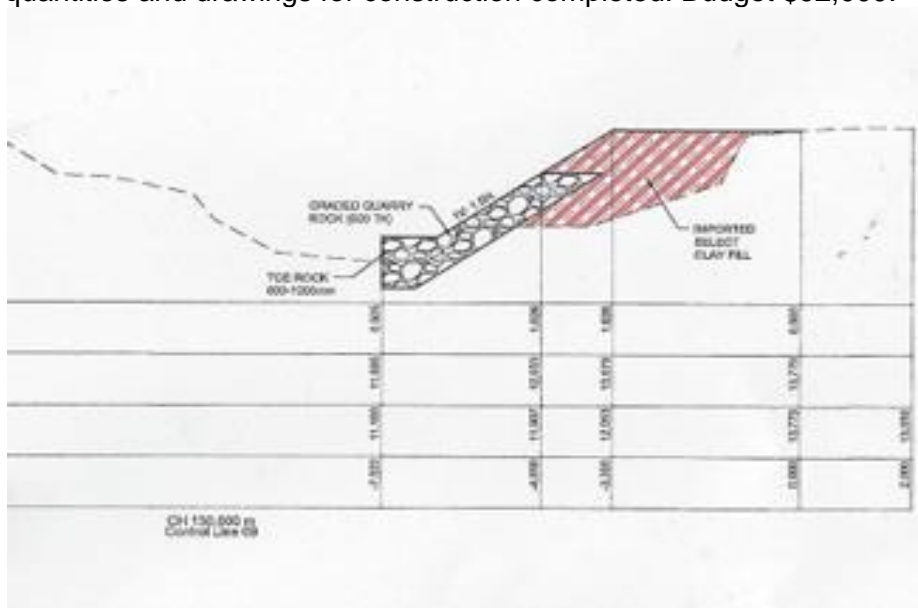


**Herbert R (HR-2).** Design report, specifications, Fluvial Geomorphologist Report, tender sheet and quantities and drawings for construction completed. Budget \$999,000.





**Gap Creek (WVC-2)** Design report, specifications, Fluvial Geomorphologist Report, tender sheet and quantities and drawings for construction completed. Budget \$92,000.

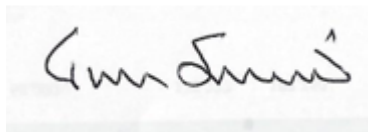


The **Program Schedule** included with the Grant Deed for the DRFA funding shows the design phase as April-June, construction July-December, and monitoring and evaluation through the 2021 wet season Jan-April 2021. These projects are on track to meet that schedule.

Chair and engineer have met with the landowners involved to bring them up to date, finalise access routes, construction areas and timing of the works. Morton and Catasti Quarries have also been visited to make them aware of the quantities of rock and select fill likely to be required.

## Update of the Asset Register to 30 June 2020

A copy of the asset register has been provided to Members as requested at the last meeting. It now needs to be updated to 30 June 2020 for submission with the financial statements to QAO for audit. New works completed in 2019/20 are added to the register at cost.



Tim Smith  
Trust Engineer

**RESOLVED** – That the Trust seek an estimate from the Trust Engineer of costs for the Halifax Levee Modification project for the Trust’s Annual Works Program.  
(Ms ML Wise and Cr AJ Lancini - carried)

*James Allen from Neilly Group Engineering phoned in to the meeting at 10.04 am and gave an update on the DRFA Stage 2 SR-1 project, until 10.31 am.*

*The meeting was adjourned at 11.20 am for morning tea and resumed at 11.45 am.*

### E. CORRESPONDENCE –

#### 1. EMAIL FROM HAYLEY ROY (HINCHINBROOK SHIRE COUNCIL – “HSC”)

Consideration of email received 10 June 2020 regarding OPW20\0002 Operational Works – Modification of a Class 3 Levee (Halifax Levee). HSC is seeking advice from the Trust regarding the following (to ensure they have attempted to provide DSDMIP (State) all necessary information):

- Traffic and vehicle information, fill volume and materials, haulage routes to site – the Trust is to provide information about the expected fill volume and materials (what type of fill will be used), the haulage routes to be taken from the quarry to the site and what type of vehicles are expected to be utilised to haul the fill material
- Marine Plant information - has the Trust engaged anyone to provide evidence that the site is not subject to marine plant destruction/removal as part of the construction process.

Council is eager to finalise the provision of the additional information by next week.

**RESOLVED** – That the Trust will get back to HSC (Planning) as soon as possible with the required information.  
(Cr WG Skinner and Ms CA Coppo - carried)

#### 2. LETTER FROM ALAN RAYMENT (HSC)

Consideration of letter dated 7 May 2020 regarding Councillor Representation – Herbert River Improvement Trust, advising that Council resolved (at its General Meeting held on 28 April 2020) to appoint Cr Andrew Lancini and Cr Wallis Skinner as the Council representatives on the Trust. The Council has requested a copy of the meeting minutes for Council records.

**RESOLVED** – That the letter be received and noted and that the Secretary forward a copy of the meeting minutes to HSC.  
(Ms ML Wise and Cr AJ Lancini - carried)

**3. LETTER FROM BRENDAN MOON (QLD RECONSTRUCTION AUTHORITY – “QRA”)**

Consideration of letter dated 10 June 2020 advising that applications for the Qld Resilience and Risk Reduction Fund (QRRRF) are now open. Funding applications close on 22 July 2020, with successful applicants having up to two years to deliver projects under the Guidelines.

**RESOLVED** – That Ms CA Coppo will investigate opportunities for the Trust.

(Cr WG Skinner and Ms ML Wise - carried)

**F. BUSINESS –**

**1. ROSS CONTARINO – TREE CAUSING STRUCTURAL DAMAGE**

**RESOLVED** – That the Chairman will negotiate with Mr Contarino a landowner contribution to remove the tree at an estimated cost of \$18 000.00.

(Ms ML Wise and Ms CA Coppo – carried)

**2. FOUR-PENNY TREES**

**RESOLVED** – That the Trust Supervisor be authorised to remove the four-penny trees downstream of the Halifax bridge.

(Cr AJ Lancini and Cr WG Skinner – carried)

**3. RIPPLE, MANDAM AND POST OFFICE CREEKS – FISH LADDERS - FACILITATION**

**RESOLVED** – That Cr WG Skinner respond to Terrain NRM that the Trust will be able to elaborate on the undertaking.

(Ms CA Coppo and Ms ML Wise – carried)

**G. FINANCIAL BUSINESS –**

**1. Seeking approval for payment of the following accounts as at 11<sup>th</sup> June 2020:**

JT Smith and Associates Pty Ltd	\$6 908.00
JT Smith and Associates Pty Ltd (DRFA)	37 400.00
Cr AJ Lancini	150.00
Ms ML Wise	150.00
Cr WG Skinner	150.00
Mr RA Bosworth	721.90
Ms LF Carr (wages)	18 500.00
Super Guarantee – LF Carr	1 757.50
L Rosadi	250.00
Liddles Air Service	5 067.70
Hinchinbrook Surveying Solutions	4 100.00
IQC Quarries (Inv. date 19/10/18)	1 685.30
Neilly Group Engineering (DRFA)	8 250.00
Neilly Group Engineering (DRFA)	336 352.50
LGM Liability (insurance)	15 626.56
Qld Government (Halifax Levee modification project)	9 938.00 (Pd 11/5)

**RESOLVED** – That the accounts be passed for payment.

(Cr WG Skinner and Cr AJ Lancini - carried)

**H. CONCLUSION** – The meeting concluded at 1.16 pm with the next meeting scheduled for Thursday 2 July 2020 at Council Chambers.

General Meeting Minutes – HRIT – 11<sup>th</sup> June 2020

<b>ACTION ITEM</b>	<b>ASSIGNED TO</b>	<b>DEADLINE</b>
Obtain estimate from Trust Engineer of cost for Halifax Levee Modification project	Arthur	2/7/2020
Information to be provided to HSC (Planning) re: OPW20\0002	Tim	ASAP
Minutes to be provided to HSC re: Councillor Representation on Trust	Leigh	2/7/2020
Opportunities to be investigated for QRRRF funding	Caroline	2/7/2020
Landowner contribution negotiation re: tree causing damage	Arthur	2/7/2020
Trust Supervisor to be advised to remove four-penny trees	Wallis	2/7/2020
Fish ladders – facilitation – elaborate on undertaking (Terrain)	Wallis	2/7/2020

Mr RA Bosworth  
Trust Chair