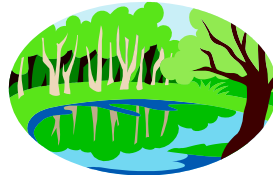


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 1st September 2022
at 9.00 am***



- A. IN ATTENDANCE** – Cr AJ Lancini (Member), Cr WG Skinner (Member), Ms LF Carr (Secretary) and Mr T Smith (Trust Engineer).
- B. APOLOGIES** – Mr RA Bosworth (Member) and Ms CA Coppo (Member).
- C. MINUTES** - Confirmation of Minutes of the General Meeting held on 4 August 2022.
- 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 August.

DRFA projects – revegetation works

Planted areas on the Stone River (Trovato), Herbert River (Palmas) and Waterview Creek (Zatta, Clerk and others) are being established. Contractor Wayne Forden has not prepared or planted Herbert River (Porta) site yet.

Cattle Creek/Frances Creek - Consultant - Venant Solutions

Venant Solutions (Mr Mark Jempson) submitted a proposal in which he described the objectives as:

- Determine the source of sediment
- Estimate annual sediment loads
- Quantify sediment transport rates, including using outputs from existing flood model, and
- Provide a report on findings that will form the basis of further investigation and exploration of mitigation options.

Proposed objectives to determine possible mitigation strategies to:

- Reduce sediment sources by stabilising erosion
- Anchor stored sediment in place by revegetation
- Reduce episodic transport by stabilising eroding areas of stored sediment through for example, bank protection

- Trapping sediment and then extracting it at a convenient location, and
- Reshaping drainage lines to limit deposition in locations where that is undesirable.

Scope of works:

- A review of any relevant previous studies or reports related to sediment issues in this area. This may include discussion with groups working on modelling and management of sediment loads to the Great Barrier Reef.
- A review of current and historical aerial photograph and satellite imagery. This includes Google Earth which has imagery from 1985 and the QImagery data base which has georeferenced aerial photography from the 1950s (<https://qimagery.information.qld.gov.au>)
- Identification of likely sediment sources, based on a review of aerial imagery.
- A preliminary assessment of sediment source, delivery and transport processes.
- A field visit to challenge and confirm preliminary understanding.
- Quantification of sediment release rates based on the Revised Universal Soil Loss Equation (RUSLE) and how these have changed over time.
- Identification of where sediment is temporarily stored upstream of the problem area.
- Quantification of sediment transport rates based on hydraulic modelling.
- Report on findings that will form the basis of further investigation and exploration of mitigation options.

Proposed study team: Dr Mark Jempson and Dr Tony Ladson (Hydrologist)

Fee: \$21,600 excl GST

Herbert River - bank erosion (adjacent to Pirrotta property, Hawkins Creek Road)

Quotations invited from three local contractors – two quotations received.

A report with a recommendation to accept the lowest quotation submitted by Timrith Transport was provided to the Trust on 22 August 2022 for endorsement at the next Trust General Meeting (scheduled for 1 September 2022).

Inspections

Ripple Creek above Gangemi Road - inspection with Mr Stephen Manenti

Mr Manenti acknowledged that the work the Trust did after Cyclone Yasi and the work done since by the Water Authority to clear debris had been very beneficial. He suggested the Trust should have an ongoing stream maintenance program to keep flood flows in the creek.

He then went on to discuss the flood flow breakouts above and then across Gangemi Road properties. He spoke about matters he had recently raised with Hinchinbrook Shire Council about roadworks and the Ripple Creek flood plain.

Trust follow-up: Perhaps consider an ongoing debris clearing program for Ripple Creek in future AWP.

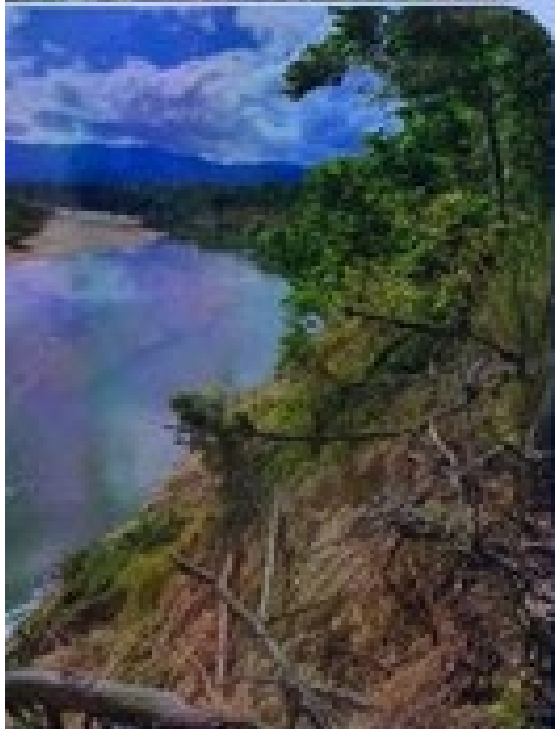
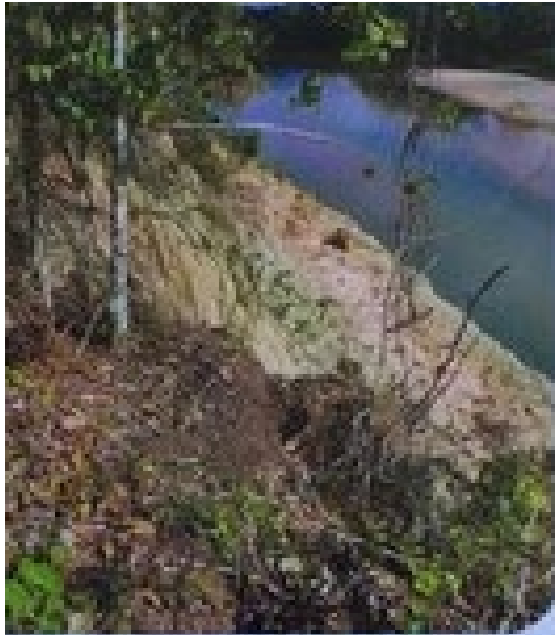
Waterway below Halifax Washaway, adjacent to Carr and Tonto farms

The creek is blocked and low flows are ponding out over the banks and affecting farming operations.

Sections of the creek are choked with weed growth. Total length of about 300m to 400m. Apparently some clearance has been done on the site in the past (excavator), but the landowners are requesting assistance now by spraying because of the increasing extent and density of the weed growth.

Trust follow-up: Perhaps consider a spraying program for the sections of weed growth in future AWP's.

9-10 August - Herbert River (Carey site, Long Pocket)



Site description: Length of eroded bank about 800m, worst section (where threatening headland and cane fields) about 500m - bank very steep, very high bank > 25m. The site is on the outside of the bend with the deepest water in the river cross section against the Carey bank. The banks are higher than those opposite, and the Carey cane fields slope away from the bank. At the moment the erosion scars are back to the headland in a number of places. In those places, what was the wide timbered buffer left between the cane and the river is almost gone.

The failure mechanism appears to be loss of vegetation and associated loss of bank under the pressures of high flood flow velocities against the outside of the bend, instability under saturated bank conditions and vegetation and debris loads. The bank is not being overtopped by flood waters.

This site needs detailed assessment using the *JCU/NLP/LWRRDC Ten-Step Process* to develop an appropriate solution for stabilisation and rehabilitation at this site (refer to *Stream Stabilisation for Rehabilitation in North-East Queensland* published by JCU/NLP/LWRRDC).

There are a number of approaches that are probably not appropriate for the Carey site because of the bank height and very steep profile, the impact/direction of overflows across Long Pocket into the bank and the elevation of that impact in the profile, and the depth of water against the bank. A detailed fluvial geomorphologist assessment is required.

High bank example: This photo shows the approach used in 2020 to successfully stabilise a 22m high, 450m long section of the Burdekin riverbank that had the vegetation stripped from it and the bank eroded in the 2019 flood. The bench built out from the lower bank and batter were then revegetated.

A flood went over it again in 2021 and it performed well. The decision on the approach used here was guided through the *JCU/NLP/LWRRDC Ten-Step Process*.



Final cost: \$500,000

31 August - Herbert River - bank erosion (adjacent to Pirrotta property, Hawkins Creek Road)

Contractor: Timrith Transport (R and S Marbelli)

Progress at 30 August 2022: Access to the site repaired.



Work on the riverbank to start in September.

A handwritten signature in black ink, which appears to read 'Tim Smith', is shown on a white background.

Tim Smith
Trust Engineer

RESOLVED – That the report be accepted and that:

- a) The Secretary advise Venant Solutions that their Scope of Works is accepted, and that they be asked to proceed with the study.
- b) The Trust Engineer contact both QR and CANEGROWERS Herbert River regarding funding for the study.
- c) The lowest quotation for the Herbert River - bank erosion (adjacent to Pirrotta property, Hawkins Creek Road) works be accepted and that the successful tenderer be advised.

- d) The Trust Engineer obtain a quote for the Carey bank erosion site (Long Pocket) that requires a detailed assessment using the *JCU/NLP/LWRRDC Ten-Step Process* to develop an appropriate solution for stabilisation and rehabilitation at this site.
- e) The Trust Engineer further investigate the area with a contractor with options to clear the blocked sections of the creek, at the waterway below Halifax Washaway, adjacent to Carr and Tonto farms.

(Cr WG Skinner and Cr AJ Lancini – carried)

E. CORRESPONDENCE –

1. EMAIL FROM NORMAN CRASWELL (SCRT)

Consideration of email received 15 July 2022 regarding the Trust preparing questions for Marijke Heenan (DES) if she attends the Annual Conference in November, as Mr Craswell will contact Marijke about giving a presentation at the conference.

RESOLVED – That the email be received and noted and that the Trust Engineer include HRIT projects in the northern Trusts' presentation.

(Cr AJ Lancini and Cr WG Skinner - carried)

2. EMAIL FROM JULIE LIGHTFOOT (TERRAIN)

Consideration of email received 20 July 2022 regarding whether the Trust would be interested in entering the Reef Champion Awards for work completed through the Disaster Relief Funding Arrangements.

RESOLVED – That the email be received and noted.

(Cr WG Skinner and Cr AJ Lancini - carried)

F. BUSINESS –

1. PROCESS FOR RECRUITMENT OF TRUST ENGINEERING SERVICES

RESOLVED – That the Trust Secretary contact the short-listed applicants and request a Company Capability Statement and a Schedule of Fees, based on the Trust's requirements.

(Cr AJ Lancini and Cr WG Skinner - carried)

2. INSTALLATION OF THE REMOTE OPERATION OF CATHERINA FLOODGATES

RESOLVED – That the Trust seek an updated quotation on the installation.

(Cr WG Skinner and Cr AJ Lancini - carried)

3. HYDRAULIC HOSE MAINTENANCE – CATHERINA FLOODGATE

RESOLVED – That the Trust contact a supplier to obtain a quote to replace deteriorated hoses.

(Cr AJ Lancini and Cr WG Skinner - carried)

4. ESTABLISH A CENTRIC DOMAIN NAME/EMAIL ADDRESS TO ALLOW CREATION OF A TEAMS ENVIRONMENT FOR ALL TRUST BUSINESS

RESOLVED – That the Trust contact suppliers to obtain quotes.

(Cr WG Skinner and Cr AJ Lancini - carried)

5. PRESENTATION OF THE TERRAIN ABERGOWRIE EROSION MEDIATION PROJECT ADVICE

RESOLVED – That the advice be noted.

(Cr AJ Lancini and Cr WG Skinner - carried)

6. PROCESS FOR DELIVERY OF TRUST SUPERVISORY SERVICES

RESOLVED – That further investigation by the Trust is required.

(Cr WG Skinner and Cr AJ Lancini - carried)

7. PROGRESS REPORT ON THE RECRUITMENT PROCESS FOR REPLACEMENT COMMUNITY REPRESENTATIVE(S)

RESOLVED – The recruitment process has progressed and that the Trust will be advised in due course of the outcome.

(Cr AJ Lancini and Cr WG Skinner - carried)

8. AWP 22/23 LANDOWNER CONTRIBUTION PROJECTS

RESOLVED – That the Trust Engineer contact landowners (AWP Project Numbers 5, 6, 8 and 9) to finalise arrangements for works to be completed prior to the wet season.

(Cr AJ Lancini and Cr WG Skinner - carried)

9. AWP 22/23 (AWP PROJECT NUMBER 22/23-10) – RIVERBANK MANAGEMENT - UNDER HALIFAX BRIDGE

RESOLVED – That the Trust Engineer arrange for the sand and vegetation to be removed and cleared, to prevent obstruction of water flow.

(Cr WG Skinner and Cr AJ Lancini – carried)

G. FINANCIAL BUSINESS –

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

Payee	Amount (\$)	Details
Mr RA Bosworth	239.40	Meeting 7/7
Mr RA Bosworth	239.40	Meeting 4/8
Cr WG Skinner	150.00	Meeting 7/7
Cr WG Skinner	150.00	Meeting 4/8
Ms CA Coppo	150.00	Meeting 7/7
Ms CA Coppo	150.00	Meeting 4/8
Cr AJ Lancini	150.00	Meeting 7/7
Cr AJ Lancini	150.00	Meeting 4/8
Ms LF Carr	2 330.00	July wages – administration and accounting HRIT
Ms LF Carr	710.00	August wages – administration and accounting HRIT
Ms LF Carr	2 860.00	DRFA administration, accounting (ledger) and acquittal
Ms LF Carr	319.20	Super guarantee HRIT
Ms LF Carr	300.30	Super guarantee DRFA
Ms LF Carr	20.30	Reimburse postage QAO
Mr L Rosadi	840.00	Mow levee July
Mr L Rosadi	840.00	Mow levee August
JKs Deli	140.50	Pd 7/7 \$66.50 Pd 4/8 \$74.00
Ergon	143.10	Pd 15/8
JT Smith and Assoc. (July)	9 033.20	Meeting \$1 137.40 Engineering assistance \$3 533.20 HR Hawkins Ck Rd project supervision \$3 685.00 Terrain fishway assessment \$677.60
JT Smith and Assoc. (August)	6 683.60	Meeting \$2 013.00 Engineering assistance \$4 054.60 HR Hawkins Ck Rd project supervision \$616.00

RESOLVED – That the accounts be passed for payment.
(Cr AJ Lancini and Cr WG Skinner - carried)

- H. CONCLUSION** – The meeting concluded at 12.20 pm with the next General meeting scheduled for Thursday, 6 October 2022 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Advise Venant Solutions that their Scope of Works is accepted, and that they be asked to proceed with the study	Leigh	6 October
Contact both QR and CANEGROWERS Herbert River regarding funding for the study	Tim	6 October
Herbert River - bank erosion (adjacent to Pirrotta property, Hawkins Creek Road) works - successful tenderer be advised	Members	6 October
Obtain a quote for the Carey bank erosion site (Long Pocket)	Tim	6 October
Further investigate the waterway below Halifax Washaway, adjacent to Carr and Tonto farms with a contractor	Tim	6 October
Include HRIT projects in the northern Trusts' presentation	Tim	6 October
Contact the short-listed applicants (Trust Engineering Services) and request a Company Capability Statement and a Schedule of Fees	Leigh	6 October
Seek an updated quotation on the installation (remote operation)	Members	6 October
Contact a supplier to obtain a quote to replace deteriorated hoses	Members	6 October
Contact suppliers to obtain quotes (TEAMS environment)	Members	6 October
Further investigation by the Trust re process for delivery of supervisory services	Members	6 October
Contact landowners (AWP Project Numbers 5, 6, 8 and 9) to finalise arrangements for works	Tim	6 October
Arrange for the sand and vegetation to be removed and cleared (AWP Project Number 22/23-10)	Tim	6 October
The Trust's Strategic Plan – Stage 2 underway (carried over)	Caroline	6 October

Cr WG Skinner
Deputy Trust Chair