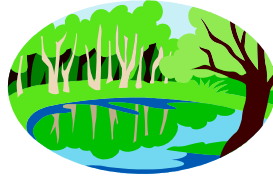


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 7th September 2023
at 9.00 am***



A. IN ATTENDANCE – Mr RA Bosworth (Member), Cr AJ Lancini (Member), Cr WG Skinner (Member), Ms CA Coppo (Member), Mr BI Griffiths (Member), Mr B Langtree (Trust Engineer) and Ms LF Carr (Secretary).

B. APOLOGIES – No apologies.

C. MINUTES - Confirmation of Minutes of the General Meeting held on 10 August 2023.

RESOLVED – That the Minutes be approved.
(Cr AJ Lancini and Ms CA Coppo - carried)

D. WORKS REPORT – The Trust Engineer, Mr Brett Langtree, provided an update of works for the month of August.

Langtree Consulting (BL) have undertaken the following tasks this month:

1. Apologies for missing August's meeting, unfortunately due to the change in date I was in Mornington Island.
2. Marine Cove Mooring, Dungeness: Rock Wall Damage
 - Rhino Dive undertook an underwater inspection of the site on 7th July 2023 and provided a report on 8th July 2023.
 - Even though the finding of the report is not conclusive it is believed that the toe of the rock wall is still intact.
 - My recommendation is to re-install rock in the order of 600mm diameter placed onto the rock wall and that Timrith Construction (who undertook the previous rock wall works) complete the works.
3. Sink Holes Adjacent to Victoria Terrace, Halifax
 - Langtree's reinspected these works on 18th July 2023 with Keita Services and it was observed that the damage had gotten worse. Photos are in the Dropbox link below:
<https://www.dropbox.com/scl/fo/b41kfjtnrh4gn9yrs964u/h?rlkey=zizhpflgihuqqrpfb6vz1aol&dl=0>.
 - My recommendation is that the sink holes are excavated down to the source of the infiltration (i.e., the tree roots) and a layer of stone be placed at this location that can then be backfilled with the exiting fill material.
 - Langtree's requested a revised quotation from Keita Services for these works. Keita Services provided a quote to the value of \$16,250 + GST for these works.

- I would recommend that we allow Keita to excavate the sink holes and then reassess the required remediation works once this is done. This may reduce this figure, once the full scope of works is determined on site.
- These works are now complete and I will undertake a final inspection after the monthly HRIT meeting. Keita Services photos of the completed works are in the Dropbox link below:
<https://www.dropbox.com/scl/fo/b41kfjtnrh4gn9yrs964u/h?rlkey=zizhpfwlgihuqqrpf6vz1aol&dl=0>

4. 15 River Avenue, Halifax: Sink Hole Where Trees were buried

- Fill has been provided by the Trust (15 River Avenue, Halifax) for the landholder to place.

5. Frances/Cattle Creeks' Study

- Dr Mark Jempson's (i.e., Venant Solutions) draft report was issued to the HRIT on 14th June 2023.

6. Solari's Property

- No further correspondence received regarding this project.

7. Timrith Bank Stabilisation Site

- No further correspondence received regarding this project.

8. Halifax Levee Project (to be undertaken by Keita Services)

- No further correspondence received regarding this project.

9. Reprofiling of Castorina Island

10. 19 Mona Road, Halifax

- Blady grass has established itself at the back of the property and the Real Estate Agent is concerned about snakes in this area.

Regards



Brett Langtree

Director/Principal Civil Engineer

RESOLVED – That the Trust Engineer prepare a report regarding the proposed works at Marine Cove Mooring, Dungeness which will be presented to Council representatives and the Body Corporate – Marine Cove Moorings CTS: 47802 – 15 Denney Street, Lucinda at a date to be determined.

That the Trust Engineer provide feedback to Trust members on the Frances/Cattle Creeks' study draft report and provide the feedback to Venant Solutions to enable finalisation of the report. A stakeholder meeting will then be organised.

That the Trust Engineer discuss the reprofiling of the Castorina Island works with the Trust's Supervisor, Mr Keith Phillips.

That the Trust Secretary advise Mrs Judy Reitano (Felix Reitano Real Estate) that an annual maintenance plan is in place and the Trust will advise when maintenance will be undertaken at the location (19 Mona Road, Halifax).

(Mr BI Griffiths and Ms CA Coppo - carried)

E. CORRESPONDENCE –

1. TELEPHONE CALL FROM MR LUCIANO MAMMARELLA

Cr WG Skinner received a call from Mr Mammarella requesting the Trust look at a large tree that has fallen across the creek causing a blockage (requested an inspection).
Mr Mammarella is awaiting advice from the Trust.

RESOLVED – That Cr Skinner contact Mr Mammarella to enquire about the quotes obtained and that the Trust Engineer conduct a site inspection.

(Ms CA Coppo and Cr WG Skinner - carried)

2. EMAIL FROM MS KIM PIERCY (PROJECT MANAGER, DEPARTMENT OF ENVIRONMENT AND SCIENCE)

Consideration of email received 29 August 2023 from Ms Piercy reaching out about a program DES has just received funding for and that may be of interest to the Trust.

DES has been notified of success in securing funding to administer a program that supports maintenance of historically funded DRFA riverine sites to build in longer term resilience where needed.

Ms Piercy would like to seek input on the program and has advised to let her know if the Trust is interested.

RESOLVED – That the Trust Chair contacted Ms Piercy to ascertain projects that might qualify. Ms Piercy advised that she would forward a list of the sites to the Trust Secretary.

Regarding the Ripple Creek floodgates, the Trust Secretary is to email to Ms Piercy information about the gates' current condition, their location, and what caused the damage. Langtree's to provide an email to the Trust Secretary for forwarding on.

(Cr AJ Lancini and Mr BI Griffiths - carried)

F. BUSINESS –

1. CHANGE BILLING FOR DROPBOX/MICROSOFT TO TRUST (FROM LANGTREE CONSULTING)

RESOLVED – That the billing remain the same, and that the issue be reviewed in twelve months.

(Ms CA Coppo and Cr AJ Lancini - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 7 September 2023:

Payee	Amount (\$)	Details
Mr RA Bosworth	239.40	Meeting 10/8
Cr WG Skinner	150.00	Meeting 10/8
Cr AJ Lancini	150.00	Meeting 10/8
Ms CA Coppo	150.00	Meeting 10/8
Ms LF Carr	560.00	August wages – administration and accounting
Ms LF Carr	61.60	Super guarantee
Langtree Consulting Engineers	460.92	Engineering services (August)
Lahtinen Electrical	2 873.73	Install 3 phase changeover (Catherina Ck floodgates)
L Rosadi	600.00	Mowing of Halifax Levee (August)
JK's Deli	101.00	HRIT function (Pd 10/8)

RESOLVED – That the accounts be passed for payment.

(Mr BI Griffiths and Cr WG Skinner - carried)

H. CONCLUSION – The meeting concluded at 12.30 pm with the next meeting scheduled for Thursday, 5 October 2023 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Prepare a report regarding the proposed works at Marine Cove Mooring, Dungeness	Brett L	5 October
Provide feedback to Trust members on the Frances/Cattle Creeks' study draft report and provide the feedback to Venant Solutions	Brett L	5 October
Discuss the reprofiling of the Castorina Island works with the Trust's Supervisor	Brett L	5 October
Advise Mrs Judy Reitano (Felix Reitano Real Estate) that an annual maintenance plan is in place and the Trust will advise when maintenance will be undertaken at the location (19 Mona Road, Halifax)	Leigh	5 October
Contact Mr Mammarella to enquire about the quotes obtained and conduct a site inspection	Wallis and Brett L	5 October
Provide an email to the Trust Secretary for forwarding on (re: Ripple Ck Floodgates' condition for Ms Piercy)	Brett L	5 October

Mr RA Bosworth
Trust Chair