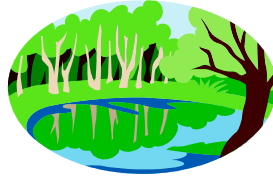


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 10th August 2023
at 9.00 am***



- A. IN ATTENDANCE** – Mr RA Bosworth (Member), Cr AJ Lancini (Member), Cr WG Skinner (Member), Ms CA Coppo (Member) and Ms LF Carr (Secretary).
- B. APOLOGIES** – Mr Brett Langtree (Trust Engineer).
- C. MINUTES** - Confirmation of Minutes of the General Meeting held on 6 July 2023.

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

Cr Andrew Cripps (Director, LHWMA) and Mr Charles Girgenti (Chair, LHWMA) attended the meeting at 10.00 am to discuss extending/widening the current Memorandum of Understanding (MOU) to other declared/responsible areas. Cr Cripps left the meeting at 10.30 am and Mr Girgenti left the meeting at 10.45 am.

- D. WORKS REPORT** – The Trust Engineer, Mr Brett Langtree, provided a report containing an update of works for the month of June, summarised below:
1. Marine Cove Mooring, Dungeness: Rock Wall Damage
 - Rhino Dive undertook an underwater inspection of the site on 7th July 2023 and provided a report indicating that the toe of the rock wall is still intact.
 2. Sink holes adjacent to Victoria Terrace, Halifax
 - This site was reinspected on 18th July 2023 with the Trust Supervisor and it was observed that the damage had gotten worse.
 - The 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 existing fill material. A revised quotation was requested from Keita Services for these works.
 3. 15 River Avenue, Halifax: Sink hole where trees were buried
 - The works at this site have been completed.
 4. Frances/Cattle Creeks' Study
 - Dr Mark Jempson's (Venant Solutions) draft report was issued to the Trust on 14th June 2023 and Langtree's are currently awaiting feedback from the Trust members regarding any comments on this draft report, which will be issued to Venant Solutions to enable them to finalise their report.

5. Solari's Property

- No further correspondence received regarding this project.

6. Timrith Bank stabilisation site

- No further correspondence received regarding this project.

7. Halifax Levee Project (undertaken by Keita Services)

- A final inspection was conducted on 18th July 2023 and the works have been completed to a good standard.

8. Reprofiling of Castorina Island

- HRIT to consider how to proceed with the project.

RESOLVED – That the Trust notes the Trust Engineer's report and that issues raised in the report will be discussed at the next meeting.

(Cr AJ Lancini and Ms CA Coppo - carried)

E. **CORRESPONDENCE –**

1. **LETTER RECEIVED FROM TREVOR DANN (DEPT. OF REGIONAL DEVELOPMENT, MANUFACTURING AND WATER)**

Consideration of letter dated 6 July 2023 providing an update on the review of river improvement trusts.

RESOLVED – That the letter be received and noted.

(Ms CA Coppo and Cr WG Skinner - carried)

2. **TELEPHONE CALL FROM MRS JUDY REITANO (FELIX REITANO REAL ESTATE)**

The Trust Secretary received a call from Mrs Reitano regarding a property located at 19 Mona Road, Halifax at 11.00 am on Monday, 31 July 2023. Mrs Reitano has tenants in the property and there exists blady grass on the levee at the back of the house (back boundary) – she is concerned about snakes etc. and has requested a site inspection.

Can it be cleared by the tenant/Trust or is it a Council matter?

RESOLVED – That the Secretary communicate with Mrs Reitano to advise that the Trust will do an inspection of the site.

(Ms CA Coppo and Cr WG Skinner – carried)

3. **EMAIL FROM MARIA BATTORARO**

Consideration of email received 9 August 2023 requesting to have a couple of the LHWMA Directors and herself attend a meeting of the Trust to discuss overlapping areas of interest in their Authority area.

RESOLVED – That LHWMA representatives attended today's meeting and that Mrs Battoraro be advised by the Secretary that further discussions will be progressed.

(Cr WG Skinner and Cr AJ Lancini – carried)

4. **NEWLY APPOINTED TRUST MEMBER**

RESOLVED – That the Secretary congratulate Mr B Griffiths on his appointment and provide him with the Trust's Schedule of Meetings for 2023.

(Ms CA Coppo and Cr WG Skinner – carried)

F. **BUSINESS –**

1. **CATHERINA CREEK FLOOD GATES AUTOMATION**

RESOLVED – That the Secretary obtain a one (1) gigabyte Data SIM through Telstra and establish an account.

(Ms CA Coppo and Cr WG Skinner - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 10 August 2023:

Payee	Amount (\$)	Details
Mr RA Bosworth	239.40	Meeting 6/7
Cr WG Skinner	150.00	Meeting 6/7
Ms CA Coppo	150.00	Meeting 6/7
Ms LF Carr	1 460.00	July wages – administration and accounting
Ms LF Carr	160.60	Super guarantee
Langtree Consulting Engineers	3 509.66	Engineering services (June and July)
Keita Services	7 348.00	* Relocate levee \$6 380.00 (Halifax) * Repair sink hole \$484.00 (Victoria Tce, Halifax) * Repair sink hole \$484.00 (River Ave, Halifax)
Robyn's Mobile Computer Services	60.00	Laptop for Secretary (Norton 360)
L Rosadi	1 162.50	Mowing of Halifax Levee (July)
Ergon	9.16	Flood gates
Rhino Dive	4 400.00	Underwater inspection (Dungeness Seawall)
JK's Deli	80.00	HRIT function (Pd 6/7)

RESOLVED – That the accounts be passed for payment.

(Cr AJ Lancini and Ms CA Coppo - carried)

H. CONCLUSION – The meeting concluded at 12.30 pm with the next meeting scheduled for Thursday, 7 September 2023 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Communicate with Mrs Reitano to advise that the Trust will do an inspection of the site.	Secretary	7/9
Mrs Battoraro be advised that further discussions will be progressed.	Secretary	7/9
Congratulate Mr B Griffiths on his appointment and provide him with the Trust's Schedule of Meetings for 2023.	Secretary	7/9
Obtain a one (1) gigabyte Data SIM through Telstra and establish an account.	Secretary	7/9

Mr RA Bosworth
Trust Chair