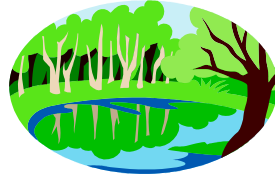


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 1st June 2023
at 9.00 am***



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

B. APOLOGIES – No apologies.

Mr Lorenzo Rosadi attended the meeting at 10.00 am to discuss the mowing and maintenance contribution of the Halifax Levee and left the meeting at 10.40 am.

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

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

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

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

1. Marine Cove Mooring, Dungeness: Rock Wall damage
 - Quotation received by Rhino Dive on 12th April 2023 for \$4,000 + GST.
 - Forwarded through to HRIT on 17th April 2023.
 - HRIT have authorised me to engage Rhino Dive to undertake an underwater inspection of the site (including measurements and photos) and provide an inspection report for their findings.
 - Langtrees to commission Rhino Dive and determine their timings.
2. Sink holes adjacent to Victoria Terrace, Halifax
 - Keita Services have not completed the works yet however, they are due to start. I will be catching up with Keith Phillips tomorrow.
3. 15 River Avenue, Halifax: Sink Hole where trees were buried
 - Keita Services have not completed the works.
 - HRIT have advised that Keita Services Pty Ltd not to proceed with the works until a confirmation is received from the landowners (re contribution for the works).
 - Langtrees to advise Keita Services.

4. Frances/Cattle Creeks' Study
 - I spoke to Mark Jempson (Venant Solutions) and my understanding is that the report is completed and is currently being reviewed by Mark.
5. Locky Thomson Site: Stoney Creek Bank Protection Works
 - Mr Thomson has made contact with HRIT regarding a monetary contribution towards the completed works.
 - HRIT have resolved to request Mr Thomson to provide a Tax Invoice for the works to enable the Trust to determine its contribution.
6. Solari's property (downstream of Gairloch)
 - The site inspection was undertaken on 30th March. There are in the order of seven (7) damaged sections along the Herbert riverbank.
 - Photos are attached in the dropbox link below:
https://www.dropbox.com/sh/o5wpwmw5l2pi2e9/AAC_6lrCgHmq5y3oa1QUY1nla?dl=0
 - Langtrees to prepare a formal Site Inspection Report and Costing for HRIT's consideration.
7. Timrith Bank Stabilisation Site
 - Scope of Works to still be finalised and quoted by other consultants.
8. Halifax Levee Project (to be undertaken by Keita Services)
 - Keita Services have not completed the works yet however, they are due to start. I will be catching up with Keith Phillips tomorrow.

Regards



Brett Langtree
Director/Principal Civil Engineer

RESOLVED – That the Secretary email Mr and Mrs Jenrich to advise that the Trust will provide a load of road base/deco on the basis that they undertake to do the works themselves.

That the Trust Engineer contact Keita Services Pty Ltd to request a revised quote to include delivery of a load of road base/deco. Based on the value of the revised works being less than the amount already approved, the Secretary issue a Purchase Order for the works (at 15 River Avenue, Halifax).

That the Secretary invite Dr Mark Jempson to the next Trust meeting to provide an update on the Frances/Cattle Creeks' study, via TEAMS.

That the Secretary email the office of Mr Nick Dametto MP to advise the progress to date (re Mrs Solari's property).
(Ms CA Coppo and Cr AJ Lancini - carried)

E. CORRESPONDENCE –

1. LETTER RECEIVED FROM MR RUSSELL MORLEY AND MR SAM ZANGHI

Consideration of letter dated 29 May 2023 regarding bamboo growing along the Macknade sand island/levee bank road. The bamboo is growing through the levee bank and is encroaching on to the road and limiting access.

Mr Morley and Mr Zanghi have requested that the Trust inspect the site (to try and solve the problem).

RESOLVED – That the Trust Secretary notify Mr Morley and Mr Zanghi that the land in question is owned by Wilmar and advise that in the first instance, they should contact the landowner regarding this issue.
(Cr WG Skinner and Ms CA Coppo - carried)

F. FINANCIAL BUSINESS –

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

Payee	Amount (\$)	Details
Mr RA Bosworth	239.40	Meeting 10/5
Cr WG Skinner	150.00	Meeting 10/5
Cr AJ Lancini	150.00	Meeting 10/5
Ms LF Carr	570.00	May wages – administration and accounting
Ms LF Carr	59.85	Super guarantee
Ms LF Carr	89.99	Reimburse gift for retiring Engineer
Ms LF Carr	17.00	Reimburse postage
Robyn's Mobile Computer Services	1 762.90	Laptop for Secretary
L Rosadi	1 500.00	Mowing of Halifax Levee (May)
Ergon	166.16	Flood gates (Pd 18/5)
Lucinda Hotel	298.25	HRIT function (Pd 12/5)
House of Harvey	145.00	Gift for retiring Engineer (Pd 10/5)
JK's Deli	63.50	HRIT function (Pd 10/5)

RESOLVED – That the accounts be passed for payment.
(Cr AJ Lancini and Ms CA Coppo - carried)

G. CONCLUSION – The meeting concluded at 12.30 pm, with the next meeting scheduled for Thursday, 6 July 2023 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Email Mr and Mrs Jenrich to advise that the Trust will provide a load of road base/deco on the basis that they undertake to do the works themselves.	Leigh	6 July
Contact Keita Services Pty Ltd to request a revised quote to include delivery of a load of road base/deco.	Brett	6 July
Invite Dr Mark Jempson to the next Trust meeting to provide an update on the Frances/Cattle Creeks' study, via TEAMS.	Leigh	6 July
Email the office of Mr Nick Dametto MP to advise the progress to date (re Mrs Solari's property).	Leigh	6 July
Notify Mr Morley and Mr Zanghi that the land in question is owned by Wilmar and advise that in the first instance, they should contact the landowner regarding this issue.	Leigh	6 July

Mr RA Bosworth
Trust Chair