

# ***HERBERT RIVER IMPROVEMENT TRUST***

## ***GENERAL MEETING MINUTES***

***Thursday 5<sup>th</sup> March 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), Mr T Smith (Trust Engineer) and Dr Mark Jempson.
- B. APOLOGIES** –
- C. MINUTES** - Confirmation of minutes of the General Meeting held on 6 February 2020.
- RESOLVED** – That the minutes be approved.  
(Cr WG Skinner and Cr AJ Lancini – carried)
- D. WORKS REPORT** – The Trust Engineer, Mr Tim Smith, provided an update of works for the month of February.

### Herbert River Improvement Trust Engineers Report for Meeting 5 March 2020

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#### **Modification of the Halifax Levee, 80% funding through QRA (2018/19 Grants and Subsidies program)**

In summary the results were

- the combined effect of raising the levee and work on the sand islands has resulted in widespread reductions in flood levels (10 to 100mm) for the 1 in 100 ARI flood – lowering flood levels a result of the work on the islands and raising the levee had virtually no effect
- the private levee has increased flood levels over a wide area including at the Town of Halifax
- Opening up a flood channel at the Washaway had little effect

The Development Application for the modification of the levee has been submitted to Hinchinbrook Shire Council.

Council (Haley Roy) advised on the 23/2/2019 that they had inspected the levee and had all the information they needed to process the application.

Consultation meetings are organised for residents of Halifax, Cordelia and Macknade on the 5<sup>th</sup> and 6<sup>th</sup> March 2020. Venant Solutions (Dr Mark Jempson) will attend with the Trust

**DRFA Stage 1 Urgent Works – Herbert North Bank**

Repair of breaches in the natural levees have been repaired and provision for seepage included (rock subsurface drainage paths).

If the Milestone 1 payment of \$6,600 (incl GST) has been received bringing the payments to date to \$13,200 (incl GST), we should now invoice Terrain/DES for the Milestone 2 payment of \$32,340 (incl GST) as the works are completed.

Project budget \$50,600 (incl GST)

Photos attached

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

11/2/2020. DES requested that more detail be added to the project detail forms completed in January. More detail was required in the “details of work to be undertaken” column. They wanted that in spite of the fact that the final designs had not been done yet. The details were provided. A very short timeframe was set by DES

15/2/2020. A new set of template forms were prepared by DES and completion requested – Project Details, Project Schedule. Again, a very short timeframe was set. They were completed and returned. Apparently they are to be incorporated in the DES deed for completion of the work by the Trusts and payment.

18/2/2020. The template forms had to be submitted again by the Secretary on behalf of the Chair, not the Engineer

**QRIDA Cat C funding assistance**

Inspection and report done for RJ & MJ Shegog, Stone River. Inspection of Herbert River bank at Robert Lyon property carried out by Arthur Bosworth. After I had a follow-up discussion with Mr Lyon, he accepted he didn't have a case for 2019 Monsoon Event Cat C recovery funding.

Tim Smith  
Trust Engineer  
28/2/2020

**PHOTOS: HERBERT NORTH BANK WORKS**

**Site 1 - breach of the natural river bank levee after 2019 flood**



**Site 1 restoration completed**



**Site 2 - breach of the natural river bank levee after 2019 flood**





Site 2 restoration completed



**RESOLVED** – That the report be accepted.  
(Ms ML Wise and Cr AJ Lancini – carried)

**E. CORRESPONDENCE –**

**1. EMAIL FROM LGMS LOCAL GOVERNMENT MUTUAL SERVICES**

Consideration of email received 10 February 2020 announcing that the LGM Member Renewal Declarations are now open and ready for completion.

**RESOLVED** – That the email be received and noted and actioned by the Secretary.  
(Cr WG Skinner and Cr AJ Lancini – carried)

**2. EMAIL FROM KERRY HAMMETT (A/SENIOR PROJECT OFFICER, WATER MANAGEMENT, DEPT. OF NATURAL RESOURCES, MINES AND ENERGY)**

Consideration of email received 26 February 2020 regarding erosion which is occurring in the Herbert River adjacent to Abergowrie Road. The department has been involved in the issue with regards to the impacts the erosion is having on Lot 129 on CWL1867, and is wondering whether the location is something the Trust is considering applying for funding.

**RESOLVED** – That the Trust investigate the funding opportunities to have a detailed engineering assessment of the site (“Timrith”) and that the Trust Engineer contact Mr Jim Fewings.  
(Ms ML Wise and Cr AJ Lancini – carried)

**3. EMAIL FROM MICHAELA SAYERS (SENIOR PROJECT OFFICER, DEPT. OF NATURAL RESOURCES, MINES AND ENERGY)**

Consideration of email received 2 March 2020 regarding the 2020-2021 State Borrowing Program – if the Trust wishes to apply for funds, the relevant documents are to be completed and returned to the Department by Monday 27 April, 2020.

**RESOLVED** – That the email be received and noted.  
(Ms CA Coppo and Cr WG Skinner – carried)

**4. LETTER FROM ROSS CONTARINO**

Consideration of letter dated 11 February 2020 regarding property at 116 Lannercost Road, Ingham. A large tree on the creek bank adjacent to the property is impacting on the property:

- The edge of the bank has commenced collapsing and the tenant has fenced off a section for safety reasons
- The root system has encroached into the back yard and parts of the yard are beginning to subside
- The foundations of the dwelling are moving and unless action is taken the dwelling will become uninhabitable
- The tree's branches are also extending right across and above the roof of the dwelling
- Ross is prepared to work with the Trust to find a solution and is willing to contribute financially, and would appreciate assistance from the Trust for any external or tree and creek bank related activities deemed necessary.

**RESOLVED** – That the Trust will investigate the site and seek quotes from contractors for the removal of the tree and that the Secretary will notify Mr Contarino accordingly.  
(Cr AJ Lancini and Ms ML Wise – carried)

**5. EMAIL FROM MARIA BATTORARO (SECRETARY, LOWER HERBERT WATER MANAGEMENT AUTHORITY)**

Consideration of email received 4 March 2020 requesting discussions on future works in the areas of Foresthome Overflow, Ripple Creek and Catherina Creeks as soon as convenient:

- Works envisaged would include instream mulching and cleaning out debris which is required for unhindered outflows and to ensure the stability of the bed and banks for which the Trust also has responsibilities
- The Directors believe works would result in positive outcomes for both LHWMA and HRIT and feels that some of the costs of the work should be shared.

**RESOLVED** – That the Secretary invites the chairman of the LHWMA to the next Trust meeting.  
(Ms ML Wise and Ms CA Coppo – carried)

**F. BUSINESS –**

**1. TRUST WORKS ORDER PROCESS**

That the HRIT adopt a Works Order Procedure and associated form that formalises the approval process for project delivery. This Works Order Form will be the only way any works can be initiated on behalf of the Trust. Further, no Trust funding (including for the Annual Works Program and/or emergency response) or Trust oversight/supervision will be possible without a Works Order Form. Generation of each form will only be as a result of a motion passed by a majority at a general or special meeting.

**RESOLVED –** That Marissa will present at the next meeting.  
(Cr WG Skinner and Cr AJ Lancini – carried)

**2. NEILLY GROUP ENGINEERING**

Neilly Group Engineering presented their Offer of Service for the DRFA Stage 2 SR-1 Bank Erosion Remediation Detail Design from 10.00 am to 11.15 am. When the Deed is signed, the Trust Chairperson is authorised to engage Neillys in accordance with their Offer of Service.

**RESOLVED -**  
(Ms ML Wise and Ms CL Coppo – carried)

*Mark Jempson (Venant Solutions) ran through his presentation regarding the Modification of the Halifax Levee (for community consultation) from 11.30 am until 12.20 pm.*

**G. FINANCIAL BUSINESS –**

**1. Seeking approval for payment of the following accounts as at 5<sup>th</sup> March 2020:**

JT Smith & Assoc. Pty Ltd	\$ 7 183.00
Cr AJ Lancini	300.00
Ms ML Wise	460.73
Cr WG Skinner	300.00
Mr RA Bosworth	434.40
Keita Services (BOM sites)	38 816.80
Keita Services (remove dead trees-Halifax)	2 793.97
HSC (application fee-Halifax levee)	280.00
Jaycat Earthmoving	1 573.00
WorkCover	833.17
L Rosadi	200.00
Australia Post	134.00
Ergon	85.43 (Pd 18/2)
LF Carr (reimburse ads)	70.00
JK's Deli	108.50 (Pd 6/2)

**RESOLVED –** That the accounts be passed for payment.  
(Ms ML Wise and Cr AJ Lancini – carried)

**H. CONCLUSION –** The meeting concluded at 2.00 pm with the next meeting scheduled for the 26<sup>th</sup> of March 2020 at Council Chambers.

Mr RA Bosworth  
Trust Chair