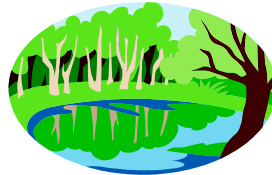


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 4th March 2021
at 9.00 am***



A. IN ATTENDANCE – Mr RA Bosworth (Member), Cr AJ Lancini (Member), Cr WG Skinner (Member), Ms ML Wise (Member) and Mr T Smith (Trust Engineer).

B. APOLOGIES – Ms LF Carr (Secretary) and Ms CA Coppo (Member).

C. MINUTES - Confirmation of Minutes of the General Meeting held on 4 February 2021.

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 February.

Engineer's Report

1. Report for Meeting 4 March 2021

DA Modification of Halifax Levee

23 February - HSC (Assessment Manager) issued Decision Notice under Planning Act – Operational Works - Modification of Halifax Levee. Conditions of Approval include:

- Page 5. Further approvals may be required - this approval does not authorise any building work and a Development Permit may require additional assessment.
- Page 5. Approval lapses in 4 years.
- Page 6. Carry out the development in accordance with the now approved plans, specifications and drawings. Any change needs HSC CEO approval.
- Page 7 – 10. Before commencing construction, need to prepare -
 - Erosion and Sediment Control Plan
 - Amended flood impact mapping Figs 3-11 to 3-20 (scales)
 - Survey of existing private levees
 - Survey of affected buildings that may experience increased 1% AEP flood levels > 10mm
 - Preconstruction documentation required by HSC

Other requirements are after completion of the works.

DRFA HR-2 Herbert River (Porta property)

Mario Porta inspected the site after my meeting there with Wolfie Williamson on 12 February. Wolfie has advised that Mario does not agree to works detailed in my report below. So I told them we would just fill the scour with clay fill, ridge the edge of the bank, and they could take the runoff that is causing the problem down the furrows. We'll do it as soon as it stops raining.

2. Inspections February 2021

Trebonne Creek (Peter and Josie Agostinelli, 14 Myer St, Trebonne (0418 181 121)

Request was to extend existing Trust work done on the bank behind the two adjacent residences and across half of their property to repair bank slumping caused by flooding that followed Cyclone Yasi in 2011. The other half of the bank frontage behind Agostinelli's property has now slumped in towards the property boundary (fence line).

One reason the Trust might want to look at it is that further slumping might result in the loss of part of the existing work.

Length of bank that needs to be done 10m, bank height about 6m.

Restoration and protection would need select fill to repair the slump and rock to stabilise and support the batter. Say, 100m³ of select clay fill (\$4,000), 150t rock (\$9,000), temporary access along the bottom of the bank to do the work (\$5,000), excavator (3 days - \$4,500), contingencies 10% (\$2,000)

Total: \$24,500 (ex GST)

No contribution was requested from the properties in 2011. There is no talk of contribution from Agostinelli's this time.



Existing rock stabilisation work that extends halfway across the Agostinelli property behind their shed and green house.



The slumped section behind the Agostinelli property.

DRFA HR-2 Herbert River (Porta property)

Local drainage damage to upper bank batter and headland/paddock caused by local runoff running over the high bank at the upstream end of the site.



Proposed work method:

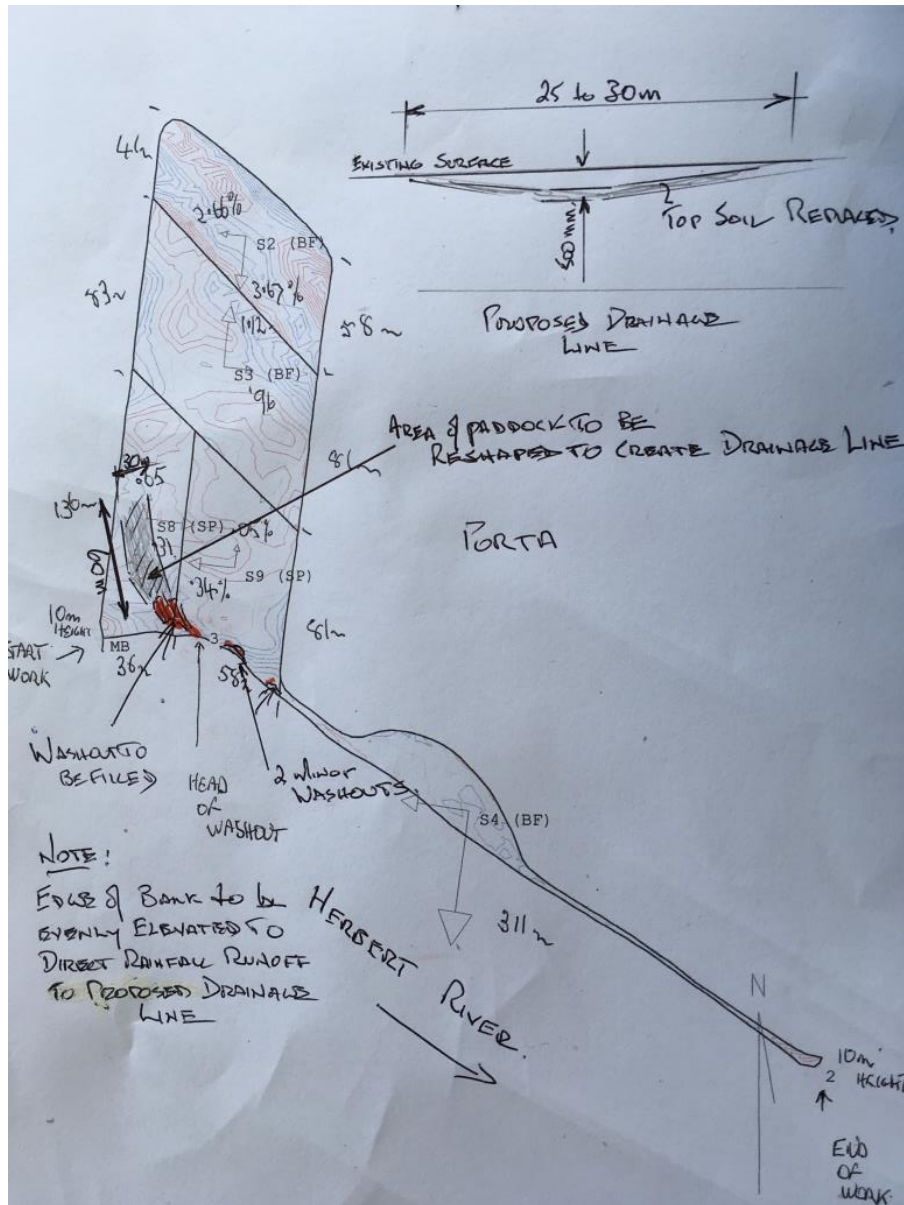
Remove topsoil and stockpile.

Excavate broad shallow swale drainage line from headland to natural depression. 50 or 60m away from the river bank (to the north).

Repair (fill) scours with road base batter at breaks, and material from excavation for the broad shallow swale drainage line.

Replace topsoil to facilitate replanting of the area.

Estimate - \$30,000 (ex GST).



DRFA SR-2 Stone River (Trovato property) - no damage from January 2021 minor flood.



Stone River Trovato site looking downstream. Revegetation of upper batter area still to be done.

Tim Smith
Trust Engineer

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

RESOLVED – Dale Atkinson of Atkinson Surveys was approved for a previous engagement for a survey of the existing levee (\$6,000 and \$2,900 excluding GST - required by Council Decision Notice condition 14). Additional survey work will be required for survey of affected buildings (required by condition 15) and on completion of the work, an as-constructed survey of the final work (required by condition 20). Trust engineer to request Dale to undertake the extra work as a variation to the original engagement.
(Ms ML Wise and Cr AJ Lancini - carried)

RESOLVED – Venant are needed to undertake additional work as required due to the Council Decision Notice. Trust engineer to engage Venant for additional work required to address condition 13. Trust engineer to seek a price for additional work required to address condition 20.
(Cr WG Skinner and Ms ML Wise - carried)

RESOLVED – Trust engineer to tender the works with documents ready by 12 March 2021 with works to the market week beginning 15 March 2021. To be advertised in the Hinchinbrook lift-out of the Townsville Bulletin. Tenders to close on or before 26 March 2021, if practical.

(Cr WG Skinner and Cr AJ Lancini - carried)

RESOLVED – Regarding DRFA HR-2 Herbert River (Porta property), the Trust approves the scope of work in the Engineer's report to be completed by Timrith as a variation to a maximum of \$30,000 from the original contracted work.

(Cr AJ Lancini and Cr WG Skinner - carried)

RESOLVED – Peter and Josie Agostinelli, 14 Meyer St, Trebonne, to be advised that the project will be considered when the next works program is developed. Land owner contributions may be sought. Secretary to advise in writing.

(Ms ML Wise and Cr WG Skinner – carried)

E. CORRESPONDENCE –

1. EMAIL FROM TANIA SERGEANT (DEPARTMENT OF AGRICULTURE AND FISHERIES)

Consideration of email received 11 February 2021 regarding preliminary assessment into issuing a Forestry Act quarry sales permit above tidal waters on the island just downstream of Cordelia (Castorina Island?). The proposal:

- Would allow the permittee to extract sand from above mean high water springs (as was approved by DAF Forest Products from 1984 to 2020),
- Does the Trust have any comments, concerns or conditions that they would like the Department to consider should the permit be approved?

Feedback by 26 March 2021 would be appreciated.

RESOLVED – The Trust does not object, however, would like a condition regarding remediation to be undertaken at the end of each yearly cycle to rehabilitate the area (for example, not leaving large holes, not planting trees and flatten stockpiles).

(Cr AJ Lancini and Ms ML Wise – carried)

2. EMAIL FROM MONIQUE PRICE (LEGAL AND RISK COORDINATOR, WESTCHESTER GROUP OF AUSTRALIA PTY LTD)

Consideration of email received 18 February 2021 attaching a letter regarding Halifax Levee Bank – Private Levee Request advising that whilst the matter is continuing to be reviewed internally, a copy of the BMT WBM modelling report from 2012 is requested.

RESOLVED – Secretary to send copy of the BMT WBM modelling report from 2012 to Westchester. Cr WG Skinner to email Council asking if Council have a copy of the report.

(Cr WG Skinner and Cr AJ Lancini - carried)

3. EMAIL FROM AIMEE GODFREY (BUILT ENVIRONMENT SUPPORT OFFICER – HINCHINBROOK SHIRE COUNCIL)

Consideration of email received 26 February 2021 regarding Decision Notice – OPW20\0002 – Operational Works (Modification of Category 3 Levee – Halifax Levee), attaching the Decision Notice in relation to the application which was considered at Council's General Meeting held on Tuesday 23 February 2021:

- Council resolved to approve the proposed development, subject to reasonable and relevant conditions which accord generally with the application as made.

RESOLVED – Secretary to write to Council to seek clarification to the Council Decision Notice condition 15 and the word ‘non-habitable’. Trust definition to be ‘non-habitable includes commercial buildings and excluding farm sheds and backyard sheds’.
(Ms ML Wise and Cr AJ Lancini - carried)

4. EMAIL FROM ELIZABETH CASTORINA REGARDING HALIFAX LEVEE INFORMATION REQUEST

Consideration of email received 27 February 2021 asking “Why do we need one higher?”

RESOLVED – Ms ML Wise to call Elizabeth and discuss the levee raising.
(Cr WG Skinner and Cr AJ Lancini - carried)

5. EMAIL FROM DES AND LAVEENA HERD

Consideration of email received 3 March 2021 enquiring as to whether it is possible for someone to check over the petrol flood pump as it has had a few issues and is not running.

RESOLVED – Cr AJ Lancini to engage mechanic to inspect the pump.
(Ms ML Wise and Cr WG Skinner - carried)

F. BUSINESS –

1. ASSET REGISTER, MONITORING AND MAINTENANCE REGISTER

Discussion held with Charles Girgenti regarding the operation and maintenance of the Ripple Creek and Catherina Creek flood gates. Charles joined the meeting for 15 minutes to discuss the current workings. Charles then left the meeting and then the Trust discussed the future management of these assets.

RESOLVED – To engage Charles Girgenti (Catherina Creek) and Anthony Girgenti (Ripple Creek) as contractors to manage the flood gates. Works will be completed for \$20 per month per gate. Payment will be made on receipt of an invoice. Engagement to commence from 1 March 2021.
(Cr AJ Lancini and Ms ML Wise - carried)

2. TREES ON EXISTING HALIFAX LEVEE

Preparatory work on the Halifax levee upgrade, trees along the existing levee need to be removed. Trust Supervisor to organise asap in consultation with the Trust Engineer. Works are to be charged to the Halifax levee project as early works.

RESOLVED – To remove the trees in the way of Halifax levee upgrade works.
(Cr AJ Lancini and Ms ML Wise - carried)

3. BREACH OF EXISTING HALIFAX LEVEE AT 33 MONA ROAD

During recent rain events there was a breach of the Halifax levee. The Trust Chair gave direction to the Trust Supervisor to undertake the necessary works to make safe the area. Those works were undertaken as soon as practical and will be invoiced in due course.

RESOLVED – To retrospectively approve the emergency expenditure.
(Cr WG Skinner and Ms ML Wise - carried)

4. BANK SLUMP AT NORTHERN END OF THE HALIFAX WASHAWAY

The slump will need to be inspected when the weather conditions allow.

RESOLVED – Trust Engineer to inspect when weather permits.
(Cr WG Skinner and Cr AJ Lancini - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as at 4th March 2021:

Payee	Amount (\$)	Details
JT Smith and Associates Pty Ltd	6 699.00	Feb. invoice: DRFA HR-2 Modification of Halifax Levee Project
Cr AJ Lancini	150.00 150.00	Meeting 4/2 Meet surveyor – Halifax Levee Project 22/1
Cr WG Skinner	300.00 300.00	Meeting 4/2, Further Advice – HSC Meet surveyor – Halifax Levee Project 22/1
Mr RA Bosworth	239.40 195.00	Meeting 4/2 Meet surveyor – Halifax Levee Project 22/1
L Rosadi	125.00	Mow levee Feb.
Neilly Group Engineering	99 761.20	Carried over
Neilly Group Engineering	24 420.00	DRFA SR-1 Extra works Revegetation
JK's Deli	70.50	Paid 4/2
LHWMA	9 985.25	½ share work in Lagoon Creek for work completed

RESOLVED – That the accounts be passed for payment.
(Ms ML Wise and Cr WG Skinner - carried)

- H. CONCLUSION** – The meeting concluded at 11.45 am with the next meeting scheduled for 1 April, 2021 at 9.00 am at Council Chambers.

Action Item	Assigned to	Deadline
Request Dale to undertake extra work as a variation to the original engagement	Tim	ASAP
Engage Venant for additional work and seek a price for additional work	Tim	ASAP
Tender the works and works to the market	Tim	ASAP
Advise Peter and Josie Agostinelli in writing	Leigh	1/4/21
Feedback to Dept. of Agriculture and Fisheries	Leigh	1/4/21
Send copy of the BMT WBM modelling report from 2012 to Westchester	Leigh	1/4/21
Email Council asking if Council have a copy of the report	Wallis	1/4/21
Write to Council to seek clarification	Leigh	1/4/21
Call Mrs Castorina and discuss the levee raising	Marissa	1/4/21
Engage mechanic to inspect the pump	Andrew	1/4/21
Trust Supervisor to organise removal of trees on existing Halifax levee (in consultation with Trust Engineer)	Tim	ASAP
Bank slump inspection	Tim	ASAP

Mr RA Bosworth
Trust Chair