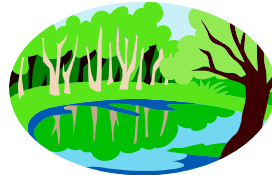


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 1st April 2021
at 9.00 am***



A. IN ATTENDANCE – Cr AJ Lancini (Member), Cr WG Skinner (Member), Ms ML Wise (Member), Ms CA Coppo (Member), Ms LF Carr (Secretary) and Mr T Smith (Trust Engineer).

B. APOLOGIES – Mr RA Bosworth (Member).

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

RESOLVED – That the minutes be approved.
(Ms ML Wise and Cr AJ Lancini - carried)

D. WORKS REPORT – The Trust Engineer, Mr Tim Smith, provided an update of works for the month of March.

Engineer's Report

DRFA HR-2 Herbert River

Repair of scour in upper bank at upstream end of the 420m site.



The washout in the upper bank working back into the paddock (after heavy rainfall in January/February 2021) - looking east.



The washout up on the upper bank repaired - looking east.

Modification of the Halifax Levee

Development Approval was issued by HSC with 20 conditions on 23 February 2021.

Since then, tender documents were prepared; Tenders called on 13 March and Tenderer's inspection held 23 March. Tenders close 29 March 2021.

3 sets of documents went out, 1 contractor attended the inspection.

QRA asked for a copy of the documents – I provided them to Nathan Peake.

Comments on action by the Trust to address the conditions.

Response to conditions:

A number of the conditions have/will be addressed by the Trust with its design and site supervision of construction to raise the levee or at the completion of the work.

Conditions 1, 2, 3, 4, 5, 6, 18, 19 and 20 will be met in this way.

Condition 13. Amended Flood Mapping

Venant Solutions will reproduce Figs 3-11 to 3-20 to give wider coverage of the Macknade area. Quotation coming.

Condition 14. Survey of existing private levee

Response to Condition 14. The survey has been done by Atkinson and Booy Surveys. They have also produced a survey of the whole length of the levee for set out for construction. Set out levels for the earth sections can now be marked from this survey work.

The survey information needs to be interpreted.

Condition 15. Survey of affected buildings

This survey has been completed by the Trust Engineer and a report for HSC is with the Secretary.

The conclusions were that neither the Venant report nor the survey now completed by the Trust Engineer have come up with any evidence that raising the levee 200mm will result in *flood water surpassing existing flood levels – in a 1% AEP event where they would not have been prior to the works occurring.*

What is not obvious is the impact private levees are having on flood levels across all areas around Halifax. Private levees are constructed along much of both sides of the river from Macknade Mill to Old Wharf Road and they confuse the pattern of flood levels in the lower delta. So, the modification of the Halifax Levee is urgent to reduce the threat of the levee being overtopped and breached.

A number of conditions will form part of the Tender Documents. Details are called up as part of the Tender.

Condition 7 Construction Management, Condition 8 Erosion and Sediment Control Plan, 17 Hours of Work have been required as part of the Tender.

A number of the other conditions will be addressed by the Contractor as part of work methods.

Conditions 5, 6, 9, 10, 11 and 12 will be met by the contractor on site under the supervision of the Trust.

Condition 16 pre-construction advice will be completed for HSC by the Trust once a tender is accepted.

Inspections March 2021

Warren and John Russo – flood damage in Gowrie Creek.

Tim Smith
Trust Engineer

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

E. CORRESPONDENCE –

1. EMAIL FROM KIM PIERCY (DEPARTMENT OF ENVIRONMENT AND SCIENCE)

Consideration of email received 11 March 2021 regarding the call for EOIs for the \$19.1m Queensland Resilience and Risk Reduction Fund (QRRRF) with EOIs closing 7 April 2021.

RESOLVED – That the Trust Engineer complete an EOI to be submitted by 7 April 2021 for re-profiling of Castorina’s Island and a feasibility study for Molasses Creek (Macknade Creek).
(Ms ML Wise and Ms CA Coppo - carried)

2. LETTER FROM MR MALCOLM GIORCELLI

Consideration of letter dated 25 March 2021 regarding Bank Erosion – Herbert River Forest Home:

- The erosion of the bank is impeding on Mr Giorcelli’s property
- Requests the Trust rectify the issue as soon as possible to ensure there is no further damage and losses on his property, and
- Requests the Trust inspect the bank and provide solutions and funding to carry out the remedial works required.

RESOLVED – That Mr Giorcelli be advised by the Secretary in writing that the Trust does not currently have funds available and that the works may be included on a future works program with a landowner contribution.
(Ms ML Wise and Cr AJ Lancini - carried)

3. REQUEST RECEIVED FROM MR GARY GUAZZO (154 CEMETERY ROAD, INGHAM)

Mr Guazzo advised Council (subsequently referred to the Trust) 25 March 2021, that “there is bad erosion on the bank of the creek behind his house. Erosion is being caused by water that comes from town and pools around the bank behind his house”. Mr Guazzo requested that he would like to speak to someone about the issue and come up with a resolution.

RESOLVED – That Mr Guazzo be advised by the Secretary in writing that the Trust does not currently have funds available and that the works may be included on a future works program with a landowner contribution.
(Ms ML Wise and Ms CA Coppo - carried)

4. EMAIL FROM MICHAELA SAYERS (DEPARTMENT OF REGIONAL DEVELOPMENT, MANUFACTURING AND WATER)

Consideration of email received 30 March 2021 regarding the State Borrowing Program (SBP) 2021-22 – if the Trust wishes to apply to the SBP it is to be submitted by Friday 23 April 2021.

RESOLVED – That the email be received and noted.
(Ms CA Coppo and Cr AJ Lancini - carried)

5. DRFA OVERSPEND AND UNDERSPEND ON PROJECTS

RESOLVED – That correspondence between the Secretary and Kim Piercy advises that the \$7 167 overspend on the WVC-2 project works will be funded from underspends on the remaining projects.
(Cr AJ Lancini and Ms ML Wise - carried)

F. BUSINESS –

1. TENDER SUBMISSIONS – MODIFICATION OF THE HALIFAX LEVEE

The Trust Engineer and Secretary left the meeting.

RESOLVED – That the tender for the modification of the Halifax Levee be awarded to Keita Services Pty Ltd. A letter of acceptance be issued to the successful tenderer by the Secretary. That the Secretary issue a letter to each landowner advising the commencement date, and that each landowner will be contacted prior to the commencement of works by the Trust and the Contractor. That the Trust Engineer is to ensure that the appropriate operational works permit conditions are met before work commences.

(Cr AJ Lancini and Ms CA Coppo - carried)

The Trust Engineer and Secretary returned to the meeting.

2. QRIDA NORTH QLD TELECOMMUNICATIONS AND ENERGY IMPROVEMENT GRANTS

RESOLVED – That the Trust submit a Project Plan and application for the Grant by the due date.

(Ms CA Coppo and Ms ML Wise - carried)

3. VENANT SOLUTIONS QUOTE – PROVISION OF ADDITIONAL FIGURES AS REQUIRED IN THE CONDITIONS RE OPW20\0002 – DECISION NOTICE – OPERATIONAL WORKS (MODIFICATION OF CATEGORY 3 LEVEE – HALIFAX LEVEE)

The fee to provide the additional figures as required in the conditions in a separate memorandum is \$400 (excl GST).

RESOLVED – That the quote be accepted and that a works order be issued.

(Cr AJ Lancini and Ms ML Wise – carried)

4. SITE INSPECTIONS

RESOLVED – That all site inspection requests be directed to the Secretary to be discussed at the next monthly general meeting.

(Ms CA Coppo and Cr AJ Lancini – carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 1ST April 2021:

Payee	Amount (\$)	Details
JT Smith and Associates Pty Ltd	10 650.20	Mar. invoice: DRFA HR-2 Modification of Halifax Levee Project
Cr AJ Lancini	150.00	Meeting 4/3
Mr RA Bosworth	239.40	Meeting 4/3
Cr WG Skinner	150.00	Meeting 4/3
Ms ML Wise	310.73	Meeting 4/3
Timrith Transport	38 936.39	DRFA HR-2
JK's Deli	54.00	Paid 4/3
Australia Post	141.00	PO Box
Keita Services	1 364.00	Clear trees (Halifax Bridge)
	1 683.00	Repair hole (Halifax Levee)

RESOLVED – That the accounts be passed for payment. That the Secretary prepare a project cost summary for the Modification of the Halifax Levee Project and the DRFA Grant.

(Ms ML Wise and Ms CA Coppo – carried)

- H. CONCLUSION** – The meeting concluded at 12.45 pm with the next meeting scheduled for Thursday 6 May 2021, 9.00 am at Council Chambers.

Action Item	Assigned to	Deadline
Trust Engineer complete an EOI (QRRRF)	Tim	7 April
Mr Giorcelli and Mr Guazzo be advised by the Secretary in writing	Leigh	6 May
A letter of acceptance be issued to the successful tenderer by the Secretary. That the Secretary issue a letter to each landowner advising the commencement date.	Leigh	Prior to commencement date
That the Trust submit a Project Plan and application for the Grant	Wallis	30 April

Cr WG Skinner
Acting Trust Chair