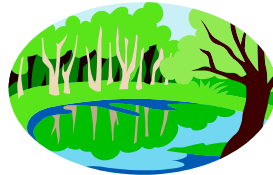


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 5th August 2021
at 9.00 am***



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

B. APOLOGIES – Ms CA Coppo (Member) due to COVID lockdown.

C. MINUTES - Confirmation of Minutes of the General Meeting held on 1 July 2021.

RESOLVED – That the minutes be approved. That the investigation regarding emergency generators for the flood gates with Lahtinen Electrical is ongoing and further discussions will be carried forward to the next meeting.
(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 July.

Engineer's Report

Modification of the Halifax Levee.

Construction for the raising of the levee has been completed. The detailed work to give the 3 properties in River Avenue equal flood immunity took time to complete with ongoing wet weather disrupting progress and the need to raise gateways and driveways.

Final inspection has been done.

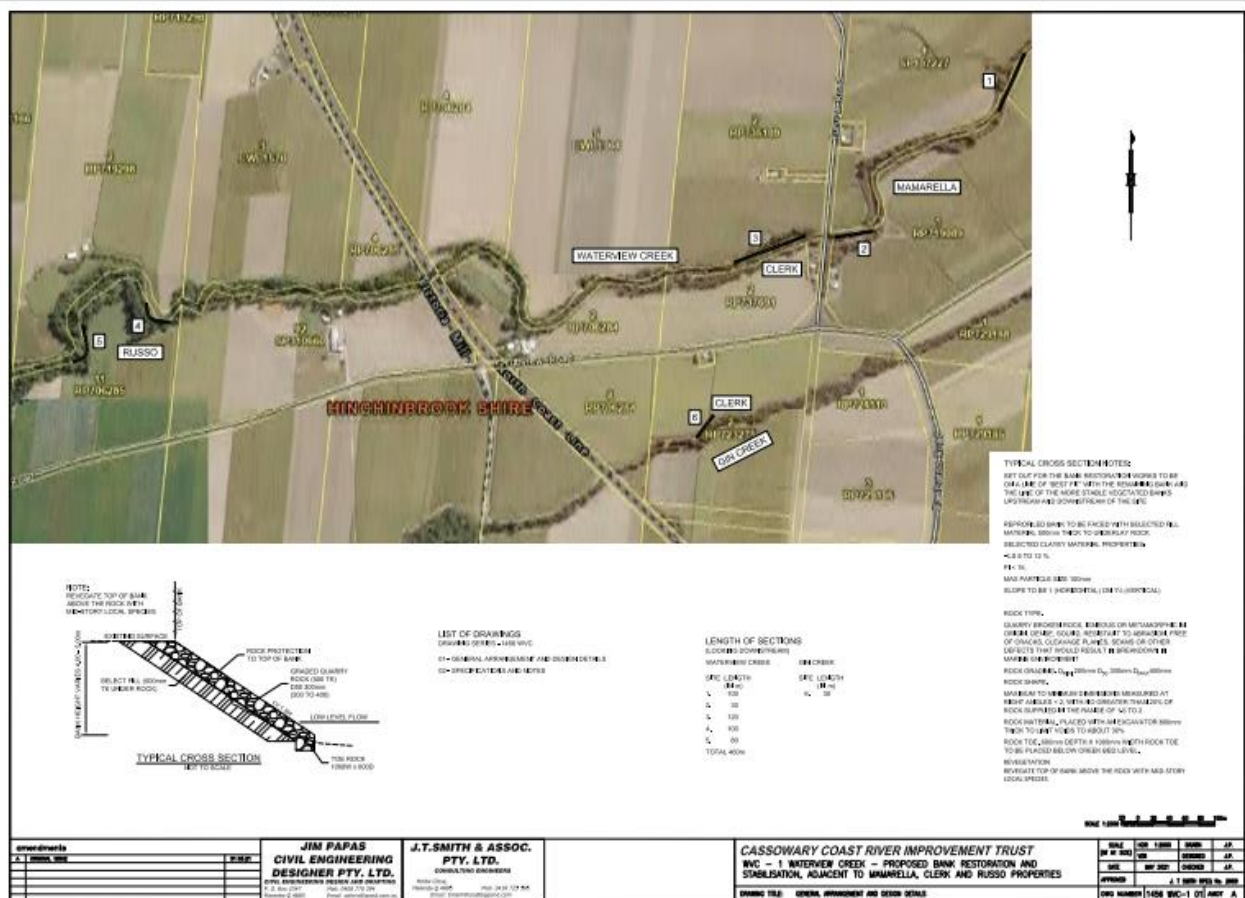
The Trust is waiting for the QRA to pay the balance of their 80% contribution to enable the Trust to make the final payment to the contractor.

The “as-constructed” survey remains to be done and an EMP to be read as an addendum to the Hinchinbrook Shire Council EMP will be prepared.

Palm Creek bank stabilisation to protect Powerlink transmission tower, Cane Road.

Work completed and 100% contribution from Powerlink/Ergon received.

DRFA WVC-1 Waterview Creek (Clerk and other properties).



Proposed works: Supply, cartage and placement of 2,500 tonne select fill and 4,000 tonne graded broken quarry rock. Revegetation above the rock in gaps in the existing vegetation to follow.

The proposed works will repair bank erosion at sites in the Clerk, Marmarella, Rapisarda and Russo properties on Waterview Creek. Approval was received from DES Brisbane DRFA Assessment Panel on the 17 July 2021 to extend the scope of the works to include bank erosion sites in neighbouring properties.

Tenders were called 19 June 2021 and closed 8 July 2021. 5 tenders were received. An assessment of tenders and a recommendation has been prepared for the 5 August 2021 meeting.

Disaster Assistance Grants – Primary Producers - 2021 weather event Tropical Cyclone Niran and Associated Low Pressure System 25 February - 3 March. Grants through QRIDA.

Requests for assistance with applications and Herbert River Trust oversight of works on riverbanks continued to come in. Herbert River below the highway, Anabranche, Lottery and Ripple Creeks and Sandy Creek at Abergowrie. Inspections have been carried out and letters/reports prepared for each to support applications for works on river and creek frontages.

To date, these letters/reports have identified about \$650,000 in bank repairs needed to restore traffic ability on headlands for farm machinery and haul outs.

Tim Smith
Trust Engineer

RESOLVED – That the report be accepted and that the quote from W & T Garden Bails Tree Lopping regarding revegetation works for \$50 875.00 (incl GST) for the planting and establishment of the revegetation at the Porta, Trovato and Zatta sites be accepted. That the Trust Engineer contact the Council to enquire about tree stock availability. A separate quotation has been received for the irrigation equipment from Ingham Irrigation for \$19 439.20 (incl GST).
(Cr WG Skinner and Cr AJ Lancini – carried)

E. CORRESPONDENCE –

1. EMAIL FROM GABRIELLE GLEESON (TERRAIN)

Consideration of email received 7 July 2021 requesting an update of the Trust's current members and requesting one contact and (up to) two delegates for Terrain's Election and AGM.

RESOLVED – That the Trust Secretary advise Terrain that the contact is to be Mr RA Bosworth and the delegate will be Cr WG Skinner.
(Mr RA Bosworth and Cr AJ Lancini - carried)

2. EMAIL FROM KYLIE BIASI

Consideration of email received 27 July 2021 attaching photos of a wash out on the river bank with it coming closer to the fence line. Jeff and Kylie are requesting that it be fixed.

RESOLVED – That the Trust Engineer inspect the site.
(Cr AJ Lancini and Mr RA Bosworth - carried)

3. EMAIL FROM MONIQUE PRICE (WESTCHESTER)

Consideration of email received 4 August 2021 attaching correspondence for the Trust's attention, in response to the Trust's letter dated 29 January 2021, regarding Halifax Levee Bank – Private Levee Request.

RESOLVED – That the response from Monique Price be forwarded to Venant Solutions for comment and advice.
(Cr WG Skinner and Cr AJ Lancini - carried)

4. EMAIL FROM NATASHA BAULD (DEPARTMENT OF RESOURCES)

Consideration of email received 4 August 2021 attaching a request for views/comment regarding three applications for conversion of Term Leases to Freehold.

RESOLVED – That the Trust has no requirements.
(Cr AJ Lancini and Cr WG Skinner – carried)

F. BUSINESS –

1. TENDER ANALYSIS – WATERVIEW CREEK (DRFA WVC-1 PROJECT)

RESOLVED – That the Trust accept the rates tendered by Keita Services Pty Ltd. That the tender involves supply, cartage and placement of 2,500 tonne select fill and 4,000 tonne graded broken quarry rock.

That the Secretary notify successful and unsuccessful tenderers and that the successful tenderer be advised work is to commence as soon as possible.

(Cr WG Skinner and Cr AJ Lancini - carried)

2. PAYMENT TO CONTRACTORS (GOVERNMENT GRANT MONIES)

RESOLVED – That the Secretary draft a letter outlining the Trust's issues regarding accessing grant funds to pay contractors. The Trust is experiencing problems currently due to the State's Government assurance and reporting processes. The Trust would like to open discussions with QTC with a view to establishing an overdraft facility for at least \$500 000 to meet the Trust's current conditions of contract. The Trust proposes that the establishment fees be borne by QTC and that any loan triggered by use of the facility be interest free.

(Mr RA Bosworth and Cr WG Skinner - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as at 5 August 2021:

| Payee | Amount (\$) | Details |
|-----------------------------|-------------|---|
| Keita Services Pty Ltd | 27 500.00 | Final Claim Modification of Halifax Levee Project |
| JT Smith and Assoc. Pty Ltd | 25 450.20 | DRFA WVC-1 \$10 219.60 General \$3 086.60 Halifax Levee Project \$1 232.00 QRIDA inspections \$7 128.00 Powerlink Palm Ck \$3 784.00 |
| Mr RA Bosworth | 434.40 | Meeting 1 July |
| Cr AJ Lancini | 300.00 | Meeting 1 July |
| Cr WG Skinner | 300.00 | Meeting 1 July |
| Ms LF Carr | 1 650.00 | July wages – administration and accounting |
| JK's Deli | 72.00 | Paid 1 July |
| L Rosadi | 120.00 | Mowing levee |

RESOLVED – That the accounts be passed for payment.

(Cr WG Skinner and Cr AJ Lancini - carried)

H. CONCLUSION – The meeting concluded at 1.15 pm with the next General Meeting scheduled for 2 September 2021, Council Chambers at 9.00 am.

| Action Item | Assigned to | Deadline |
|--|-----------------|----------|
| Asset register update | Tim/Leigh | ASAP |
| Grant applications for flood gate automation | Wallis | ASAP |
| Investigation regarding emergency generators for the flood gates with Lahtinen Electrical | Carried forward | 2 Sept |
| Contact the Council to enquire about tree stock availability | Tim | 2 Sept |
| Advise Terrain | Leigh | 2 Sept |
| Inspect J and K Biasi site | Tim | 2 Sept |
| Investigate access to flood gate meter at Catherina Creek | Tim | 2 Sept |
| Response from Monique Price to be forwarded to Venant Solutions | Leigh | 2 Sept |
| Notify successful and unsuccessful tenderers | Leigh | 2 Sept |
| Draft a letter outlining the Trust's issues regarding accessing grant funds to pay contractors | Leigh | 2 Sept |
| Opening up of Carr Island Road | Trust members | 2 Sept |

Mr RA Bosworth
Trust Chair