

HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 4th November 2021
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 T Smith (Trust Engineer).
- B. APOLOGIES** – No apologies.
- C. MINUTES** - Confirmation of Minutes of the General Meeting held on 7 October 2021.

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

Ms CA Coppo joined the meeting at 9.25 am.

Mr Paul Cohen (HSC) joined the meeting at 9.20 am to brief the Trust on issues at Denney Street, Dungeness. Subsequent to that, the Secretary is to communicate with Norm Craswell (SCRT) regarding further advice. Mr Cohen left the meeting at 10.15 am.

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

Engineer's Report

Modification of the Halifax Levee.

Construction for the raising of the levee has been completed.

The “as constructed” survey has been done by Atkinson Surveys.

The survey doesn't include the cross-sectional views of the private levees – to confirm the height and location of the private levees to allow the dimensions to be compared with those assumed in Venant Solution's flood impact assessment.

DRFA WVC-1 Waterview Creek (Clerk, Mammarella, Rapisarda, Russo properties).



Work is completed in the Mammarella, Clerk, Rapisarda and Russo sections.

Keita Services Pty Ltd completed the work under the contract and the additional work they were directed to do around the boundary of the Rapisarda and Russo properties.

Project 95% completed. Revegetation remains to be done.



Clerk section.



Russo section.

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

One request for assistance with application and Herbert River Trust oversight of works on riverbanks was addressed – Ripple Creek – bank damage affecting traffic ability of farm headlands.

Lagoon Creek at Fourmile Road (T Poppi).

Assistance was requested to get the table drain reformed in the last 50m before the rock outfall into Lagoon Creek. Mr Poppi said the road table drain was unknowingly filled during road maintenance work and now the table drain ponds and drains very slowly through a 375mm cross drain culvert back at the guideposts 200m back from the creek. He says the situation is waterlogging his paddock.



Looking towards the creek and road bridge.



Looking back to the guideposts and cross drainage culvert. Poppi's land on both sides of the road.

Tim Smith
Trust Engineer

RESOLVED – That the report be accepted and that the issue regarding the table drain be referred to HSC. That the Trust Engineer contact Atkinson and Booy Surveys to arrange a survey necessary to fulfil the conditions of the Decision Notice for the Modification of the Halifax Levee.

(Ms CA Coppo and Cr AJ Lancini - carried)

E. CORRESPONDENCE – No correspondence.

F. BUSINESS –

1. MAINTENANCE WORKS – REVIEW REQUIRED:

- **Humptyback Bridge – stream function improvement**
- **Annual Maintenance Plan – development and implementation**
- **Macknade Island – vegetation removal/minor re-profile**
- **Castorina Island – vegetation removal/minor re-profile**

RESOLVED – That the Trust Chair will contact the Trust supervisor and instruct him to commence work as soon as possible on both Macknade and Castorina Islands (vegetation removal and re-profiling).

(Cr WG Skinner and Ms CA Coppo - carried)

2. QUOTE FROM KEITA SERVICES PTY LTD – RIPPLE CREEK FLOODGATE STAIRWAY EXTENSION

RESOLVED – That the Trust accepts the quote and that the Trust Engineer and Work Supervisor hold discussions with Mr V Vitale for his written agreement for the extension. (Cr AJ Lancini and Ms CA Coppo - carried)

3. DOMAIN NAME

RESOLVED – That the Secretary proceed with the Domain Name and register the email. (Ms CA Coppo and Cr WG Skinner - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 4 November 2021:

Payee	Amount (\$)	Details
Mr RA Bosworth	673.80	Meeting 7/10 DES Inspection 28/9
Cr AJ Lancini	150.00	Meeting 7/10
Cr WG Skinner	150.00	Meeting 7/10
Ms CA Coppo	150.00	Meeting 7/10
Ms LF Carr	600.00	October wages – administration and accounting
Ms LF Carr	60.00	Super guarantee
Atkinson & Booy Surveys	2 970.00	Extra work - Halifax levee modification project
JK's Deli	110.00	Paid 7/10
Keita Services Pty Ltd	111 188.00	WVC-1 Project Claim 3
L Rosadi	210.00	Mow levee Aug and Sept
JT Smith and Assoc. (October)	4 378.00	Meeting \$616.00 DRFA WVC-1 Project \$3 762.00

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

- H. CONCLUSION** – The meeting concluded at 12.15 pm with the next meeting scheduled for Thursday 2 December 2021 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Communicate with Norm Craswell (SCRT) regarding further advice (re Denney Street, Dungeness issues)	Leigh	2 Dec
Refer the issue regarding the table drain to HSC Contact Atkinson and Booy Surveys to arrange a survey necessary to fulfil the conditions of the Decision Notice for the Modification of the Halifax Levee	Tim	2 Dec
Contact the Trust supervisor and instruct him to commence work as soon as possible on both Macknade and Castorina Islands	Arthur	ASAP
Trust Engineer and Work Supervisor hold discussions with Mr V Vitale for his written agreement for the extension	Tim	2 Dec
Secretary proceed with the Domain Name and register the email	Leigh	ASAP

Mr RA Bosworth
Trust Chair