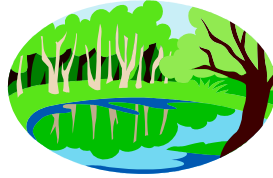


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 7th December 2023
at 9.00 am***



- A. IN ATTENDANCE** – Cr AJ Lancini (Member), Cr WG Skinner (Member), Mr BI Griffiths (Member), Mr Brett Langtree (Trust Engineer) and Ms LF Carr (Secretary).
- B. APOLOGIES** – Mr RA Bosworth (Member) and Ms CA Coppo (Member).
- C. MINUTES** - Confirmation of Minutes of the General Meeting held on 26 October 2023.

RESOLVED – That the Minutes be approved.
(Mr BI Griffiths and Cr AJ Lancini - carried)

The following participants joined the meeting at 9.30 am (and left the meeting at 10.45 am) to discuss Frances and Cattle Creeks' sedimentation issues and update re finalisation of Sedimentation Report (Venant Solutions in association with Moroka):

*Mr Frank Scardamaglia (Manager, Canegrowers Herbert River) via TEAMS
Mr Terry Motti (Canegrowers Member)
Mr John Mastrippolito (Canegrowers Member)
Mr Gino Scovazzi (Canegrowers Member)
Mr Robert Fontana (Canegrowers Member)
Mr Keith Phillips (Trust Supervisor) - left the meeting at 12.00 pm
Mr Terry Carroll (Queensland Rail – local maintenance leader) via TEAMS
Dr Mark Jempson (Venant Solutions) via TEAMS
Dr Tony Ladson (Hydrologist - Moroka) via TEAMS*

- D. WORKS REPORT** – The Trust Engineer, Mr Brett Langtree, provided an update of works for the month of November.

Langtree Consulting (BL) have undertaken the following tasks this month:

1. Marine Cove Mooring, Dungeness: Rock Wall Damage
 - Project Report was issued to HRIT on 04/10/2023.
 - Cr Skinner met with Council regarding a possible contribution from Council. Cr Skinner advised that Council are not willing to make a contribution for this project.
 - Mr Keith Castorina rang BL for a project update which he provided to Mr Castorina. BL advised that the Trust would be in touch to arrange a meeting with the Body Corporate.
 - Meeting with the Marine Cove Mooring Body Corporate organised for 07/12/2023.

2. Frances/Cattle Creeks' Study

- Dr Mark Jempson's (i.e. Venant Solutions) draft report was issued to the HRIT on 14/06/2023.
- Venant's final report was issued to HRIT on 21/11/2023.
- Meeting with the key stakeholders organised for 07/12/2023.

3. Reprofilng of Castorina Island

- Langtrees have made contact with QRA regarding the Deed for this project. Langtrees were advised that they should not have started works yet as the Deeds between the Federal and State Governments have not been signed. QRA advised that the finalisation of the grant paperwork is not expected to be completed until March 2024.
- Langtrees advised QRA that this project is critical and we will not be able to undertake the works in March 2024 as the island will be under water. QRA requested Langtrees to send an email advising of the critical issues and consequences of delaying this project. Langtrees issued this email to QRA on 04/10/2023.
- \$89 000.00 of work has been completed to date (managed by Mr Keith Phillips, Trust Supervisor). Langtrees have advised Mr Phillips to put a hold on all works up to the value of \$100 000.00.
- HRIT advised Mr Phillips to continue to finish off the required works to prepare the island for the upcoming wet season, up to the value of \$150 000.00.
- QRA responded to email (04/10/23) on 18/10/2023 and advised that "expenditure on a project prior to formal endorsement of the implementation plan is considered an eligible cost and can make up part of the co-contribution for that project."
- Langtrees submitted the requested Implementation Plan for DRF 2023-24 Application - Herbert River Improvement Trust - Reprofilng of Castorina Island, Lower Herbert River (DRF30196) on 05/12/2023.

4. Catherina Creek floodgates

- Langtrees have organised Mr Keith Phillips to supply a generator and meet the electrician on site on Monday 09/10/2023 to test the gates. This test was successful.
- Mr Phillips was requested to replace the existing damaged aluminium door and install a new lock and organise four (4) sets of keys for the new lock.
- These works are currently being undertaken.
- The remote functionality arrangements and determination of date to apply same on Mr Charles Girgenti's smart phone and others needs to be finalised.

5. The River Trust Conference 2023

- HRIT attended the River Trust Conference 2023 between 01/11/2023 and 03/11/2023.

6. 192 Capras Road – Porta's farm (Mr Wolfie Williamson)

- Langtrees and Mr Keith Phillips inspected the above site on 06/12/2023 with Mr Williamson, who advised that he wished to undertake works within the Herbert River at his own cost. Langtrees and Mr Phillips assessed the proposed works and advised Mr Williamson that he has HRIT approval to undertake the proposed works.
- Langtrees to prepare a Site Inspection Report.

7. DRFA riverine site maintenance

- Langtrees sent an email on 06/12/2023 to Ms Kim Piercy (DES) requesting an update on when the DRFA riverine site maintenance funding application might be released.

8. Macknade Island

- What is the progress on the engagement of a drone spraying contractor and arrangements to date, including chemical detail?

9. Mammarella

- Cr Skinner inspected the site and has photos of the fallen trees that requires corrective action.

10. Upper Stone River

- Cr Skinner met with Mr Brendan Lyons on site on 30/11/2023 to review works' progress and will report on same.

Regards



Brett Langtree
Director/Principal Civil Engineer

RESOLVED – That Mr Brett Griffiths draft response protocols regarding the operation of the Catherina Creek floodgates.

That the Secretary email to Mr David Dillon, the names and email addresses of the responsible contacts of the remote monitoring of the automated Catherina Creek floodgates.

That Mr Brett Langtree obtain quotes for testing of the sand quality (Cattle/Frances Creeks' Study).

That Venant Solutions update their report (Cattle/Frances Creeks' Study).

That a quote be obtained and Purchase Order issued for spraying on Macknade Island.

That the Trust Engineer and Mr Keith Phillips (Trust Supervisor) inspect the completed works at Stone River.
(Mr BI Griffiths and Cr AJ Lancini - carried)

E. CORRESPONDENCE –

1. EMAIL FROM MS MARIA BATTORARO (LHWMA)

Consideration of email received 29 November 2023 requesting the Trust to advise if Terrain have now supplied copies of the landholder(s) agreements which they were to provide with respect to the fish ladder in Lagoon Creek.

RESOLVED – That the Trust Secretary respond to Ms Battoraro that Terrain has not supplied the agreements.
(Cr AJ Lancini and Mr BI Griffiths - carried)

The meeting was adjourned at 12.30 pm and reconvened at 2.00 pm (Cr AJ Lancini did not attend), when Mr Ramon Marbelli and Mr Shane Castles (Marine Cove Moorings) attended to discuss the Technical Memo on the Marine Cove Rock Wall repair, clarification of what has been achieved to date and attempt to come to a resolution on how to move forward. Mr Marbelli and Mr Castles left the meeting at 3.00 pm.

RESOLVED – That the Body Corporate provide a quotation for the cost of the works, which the Trust will review and provide advice around a contribution that is able to be made.
(Mr BI Griffiths and Cr WG Skinner – carried)

F. BUSINESS – No business.

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 7 December 2023:

Payee	Amount (\$)	Details
Mr RA Bosworth	434.40	Meeting 26/10
Cr WG Skinner	300.00	Meeting 26/10
Cr AJ Lancini	300.00	Meeting 26/10
Ms CA Coppo	300.00	Meeting 26/10
Mr BI Griffiths	353.28	Meeting 26/10
Ms LF Carr	630.00	November wages – administration and accounting
Ms LF Carr	69.30	Super guarantee
Ergon	5.71	Flood gates (Pd 14/11)
LHWMA	4 430.25	Remove sand (Ripple Creek)
QAO	7 370.00	Audit fees
JK's Deli	119.50	HRIT function (Pd 26/10)
Langtree Engineers	5 723.78	Engineering services October and November
Lorenzo Rosadi	675.00	Mowing Halifax levee October and November
SCRT	2 090.00	Membership fees
Mario Fazio	55 000.00	Castorina Island remedial works
Keita Services	3 300.00	Castorina Island supervision
Mizzi Enterprises	16 436.39	Castorina Island remedial works
Lahtinen Electrical	110.00	Catherina Creek flood gates
Ms LF Carr	86.00	Reimburse HRIT function (Pd 7/12)
Lucinda Cove Resort	454.00	HRIT function (Pd 1/12)
Lyons North	5 445.00	Vegetation removal (Stone River)

RESOLVED – That the accounts be passed for payment and that the Trust Secretary email Ms Maria Battoraro to provide clarification of the terms of the payment.

(Mr BI Griffiths and Cr WG Skinner - carried)

H. CONCLUSION – The meeting concluded at 3.00 pm with the next meeting scheduled for Thursday, 8 February 2024 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Draft response protocols regarding the operation of the Catherina Creek floodgates.	Brett G	ASAP
Email to Mr David Dillon, the names and email addresses of the responsible contacts of the remote monitoring of the automated Catherina Creek floodgates.	Leigh	ASAP
Obtain quotes for testing of the sand quality (Cattle/Frances Creeks' Study).	Brett L	8 February
A quote be obtained and Purchase Order issued for spraying on Macknade Island.	Leigh	ASAP
The Trust Engineer and Mr Keith Phillips (Trust Supervisor) inspect the completed works at Stone River.	Brett L	8 February
Respond to Ms Battoraro that Terrain has not supplied the agreements.	Leigh	8 February

Cr WG Skinner
Acting Trust Chair