

Minutes of the meeting of the Kingaroy Shire Council, held in the Council Chambers, Glendon Street, Kingaroy on Tuesday 28 October 2003 at 9.03 am.

PRESENT

Cr KR Nunn (Mayor), Crs WD Moss, MG Shaw, GMG Wilson, CD Dalton, BJ Carroll, TW Fleischfresser, LJ Trout, AD Wieden, MA Lehmann and KM Campbell

1. **LEAVE OF ABSENCE**

Nil

2. **PRAYERS AND CONDOLENCES**

A motion of sympathy was passed to the relatives of the late GL Bishop, TH Pearson, R Andrewartha, EW Newton, HT Collin, MJ Green, B Pinn, VF Hartwig, JD Riley, RO Lewis

A representative of the Ministers Fraternal offered prayers for the bereaved, for Council and for the conduct of the Council meeting

3. **ADDRESS FROM PUBLIC GALLERY**

3.1 Nil addresses from the Public Gallery

4. **RECEIPT OF PETITIONS**

Nil

5. **MAYOR'S MINUTES**

5.1 **Mayor's Report**

Background:

The Mayor presented his monthly report covering the period 25 August 2003 to 23 September 2003 (A1-A3)

Motion:

Moved Cr Lehmann seconded Cr Campbell

That the Mayors report be received

Carried 11/0

6. **CONFIRMATION OF MINUTES**

Motion:

Moved Cr Shaw seconded Cr Moss

That the minutes of the previous meeting held on Tuesday, 28 September 2003 as recorded be confirmed.

Carried 11/0

CONSIDERATION OF BUSINESS SECTIONS INCLUDING BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS

SEE BUSINESS FUNCTION HEADINGS

7. TOWN PLANNING AND SUBDIVISION SECTION**7.1 Business Arising Out of Minutes**

- 7.1.1 **Mr Kevin W & Mrs Gavina M Lee** - Forwarding an IDAS Application for a proposed twelve (12) Unit Development at 32-34 James Street Kingaroy – Lot 30 RP37011 - Applicant/Owner: Kevin W & Gavina M Lee

Background:

The Manager of Planning Services submitted a written report recommending that Council issue a Development Permit (Material Change of Use and Operational Works) subject to conditions and advice (B6-B16)

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That the report be received and adopted

Carried 11/0

7.2 Correspondence

- 7.2.1 **Messrs T McGowan D Kennedy & J Wagner** - Forwarding an IDAS Application for a Four Star Thirty (30) Bed Motel at Lot 5 SP112069 - D'Aguilar Highway & Rogers Drive Kingaroy - Lot 5 SP112069 - Applicant: Messrs T McGowan, D Kennedy & J Wagner

Background:

Manager of Planning Services advised that Concurrence Agency referral and public notification procedures are yet to be completed.

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That consideration of the matter be deferred until public notification procedures are complete

Carried 11/0

DECLARATION OF INTEREST

The Mayor declared an interest in the following matters and left the meeting

The Deputy Mayor assumed the Chair

- 7.2.2 **O'Reilly Nunn Favier** - Forwarding an IDAS Application for the Reconfiguration of Boundaries at Lot 152 FTZ37458 & Lots 1 & 2 RP199612 - Goodger Gully Road Goodger - Applicant: Raymond E Black (O'Reilly Nunn Favier); Owner: Neil C Black

Background:

The Manager of Planning Services submitted a written report recommending that Council issue a Development Permit (Reconfigure a Lot) subject to conditions (B1-B5)

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That the report be received and adopted

Carried 10/0

ATTENDANCE

Cr Dalton left the meeting

- 7.2.4 **O'Reilly Nunn Favier** - Forwarding an IDAS Application for a Subdivision (One Lot into Twelve Lots) at Lot 3 RP848621 - Harris Road Kingaroy - Applicant/Owner: Alan Swendson

Background:

The Manager of Planning Services advised that he is unable to prepare a report in time for this meeting. The matter has been discussed with the applicant.

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That consideration of the matter be deferred until the November meeting

Carried 9/0

ATTENDANCE

The Mayor returned to the meeting and resumed the Chair

Cr Dalton returned to the meeting

- 7.2.3 **Swickers Kingaroy Bacon Factory** - Forwarding an IDAS Development Application (Material Change of Use) for extension to Swickers Abattoir - Irrigation Effluent to Lot 4 RP848615 applicant owner Swickers Kingaroy Bacon Factory Pty Ltd

Background:

Manager of Planning Services advised that Concurrence Agency referral and public notification procedures are yet to be completed.

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That consideration of the matter be deferred until public notification procedures are complete

Carried 11/0

- 7.2.5 **Returned Services League of Australia** - Forwarding a Request to Change an Existing Approval regarding Revised Layout Additional Bedrooms (22 bedrooms in total) - Lot 3 RP 907810 - 81 Markwell Street Kingaroy.

Background:

The Manager of Planning Services submitted a written report recommending that Council amend the conditions of approval (B17-B23)

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That the report be received and adopted

Carried 11/0

- 7.2.6 **Department of Local Government & Planning** - Advising the Council's application for funding from the Security Improvement Program for subsidy of \$1200 to assist with the installation of "move on" signs for declaration of notified areas in Kingaroy was unsuccessful

Background:

A copy of the letter is supplied for the information of Councillors. No further action is required.

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That the letter be received

Carried 11/0

- 7.2.7 **Benjamin Kaal - Burke & Wills Motor Inn** - Forwarding an IDAS Development Application - Eleven (11) Unit Motel Extension at The Burke & Wills Motel 20 Avoca Street Kingaroy - Lot 3 RP62878 - Applicant: Benjamin Kaal - Owner: Edamgrove Pty Ltd.

Background:

Manager of Planning Services advised that Concurrence Agency referral and public notification procedures are yet to be completed

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That consideration of the matter be deferred until public notification procedures are complete

Carried 11/0

- 7.2.8 **The Shell Company of Australia Limited** - Forwarding an IDAS Application - Petroleum Product Storage - Increase Storage of Diesel of 70000 Litres at 125 Youngman Street - Lots 12 & 13 RP 37005 - Applicant: Shell Company of Australia; Owner: Peter J Anderson.

Background:

Manager of Planning Services advised that Concurrence Agency referral and public notification procedures are yet to be completed

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That consideration of the matter be deferred until public notification procedures are complete

Carried 11/0

8. **FINANCE SECTION**

8.1 **Correspondence**

- 8.1.1 **Kingaroy Girl Guides** - Requesting Council give consideration to refunding the rates for the 2003/2004 year

Background:

Council has a policy of refunding fifty percent (50%) of valuation based rates each year to the Kingaroy Girl Guides, Kingaroy Scouts and Wooroolin Scouts upon receipt of application from one of the groups.

Motion:

Moved Cr Lehmann seconded Cr Campbell

That Council approve a donation equal to fifty percent (50%) of the valuation based rates (General and Special Rates) as follows:

<i>Kingaroy Scouts Association</i>	<i>\$ 556.07</i>
<i>Wooroolin Scouts Association</i>	<i>\$ 174.99</i>
<i>Kingaroy Girl Guides Association</i>	<i>\$ 192.27</i>

Carried 11/0

- 8.1.2 **Malar Booie Rural Fire Brigade** - Requesting a refund of the Building Application and Sewerage Inspection fees paid to Council for the erection of a shed in Hillsdale Road Kingaroy

Background:

Council has previously supported community and emergency service groups who request refunds of various application fees by way of making a donation equal to the relevant fees paid

Motion:

Moved Cr Lehmann seconded Cr Trout

That building application fees of \$427.14 and Sewerage Inspection fees of \$450.00 be refunded to the Malar Booie Rural Fire Brigade

Carried 11/0

- 8.1.3 **Swickers Kingaroy Bacon Factory** - Requesting Council waive the application fee of \$2296.50 for the Material Change of Use on Lot 4 RP848615 to allow for the extension of their irrigation program

Background:

Council used to have an industry incentive scheme to assist new industries. However, this scheme was discontinued a couple of years ago.

Motion:

Moved Cr Campbell seconded Cr Lehmann

That the writer be advised that Council is currently developing an Industry Incentive Policy and their request will be considered in light of that policy when adopted. It is expected that the proposed Policy will be considered at the January 2004 General Meeting.

Carried 11/0

- 8.1.4 **Local Government Association of Queensland Inc** - Formally offering Council to become a subscriber to "Local Government Online" as from 1 July 2004 and requesting a decision be advised prior to 31 December 2003.

Background:

An evaluation of the proposal has been undertaken and based on the direct costs Council currently pays for various LGAQ Databases, DCDB Database and Web Site Management, the indicative annual subscription provided represents fair value to Council.

However, the above offer is based on the LGAQ getting approximately 100 Councils to participate. Consequently Council's acceptance should be provisional on LGAQ obtaining the number of sites they need to maintain our annual subscription at that level

Motion:

Moved Cr Lehmann seconded Cr Campbell

That Council agree to become a subscriber to "Local Government Online", subject to the Local Government Association obtaining the number of sites required to maintain the annual subscription at the level indicated

Carried 11/0

- 8.1.5 **Department of Natural Resources** - Advising that as an outcome of the review of unimproved land values in the area it has been decided that a valuation for Kingaroy Shire Council will not be undertaken to be effective on 30 June 2004

Background:

A copy of the letter is supplied for the information of Councillors. No further action is required.

Motion:

Moved Cr Dalton seconded Cr Campbell

That the letter be received

Carried 11/0

- 8.1.6 **Kingaroy & District Meals on Wheels Inc** – Requesting that any Council Members add their name to a volunteer roster once a month or every two months to assist in the delivering of quality meals in their own vehicles for Meals on Wheels.

Background:

The Meals on Wheels organisers are in desperate need for new volunteers. Apparently, they have come up with the idea to contact all the businesses in Kingaroy to allow two (2) of their staff time off during the day (usually two (2) hours between 11.00 am and 1.00 pm) once a month to act as volunteers. It is assumed that each of these businesses would still pay their employees wages.

Motion:

Moved Cr Shaw seconded Cr Wilson

That Council agree in principle for Councillors and Staff members to participate once a month in the program and a roster be prepared

Carried 11/0

- 8.1.7 **The Returned Services League of Australia** - Requesting Council consider granting the Sub-Branch relief from the amount paid for the upgrading of the sewer lines at the site of the Retirement Villa Construction at 81 Markwell Street Kingaroy

Background:

In the initial Town Plan approval to the Kingaroy RSL to establish fourteen (14) aged persons units on the corner of Markwell Street and First Avenue, it was pointed out that Council does not allow the construction of building slabs over sewerage lines and that some modification of building layout or relocation of existing sewer lines would be required. Accordingly, the Kingaroy RSL was well aware that the siting of these units would involve the relocation of sewer lines.

The initial payment of \$11,986 made to Council was for Water Headworks of \$5,794 and Sewerage Headworks of \$6,192. This is a normal requirement for new developments. The account of \$22,843 is for actual work undertaken by Council to replace the existing sewer lines to enable the building slabs to be poured.

Motion:

Moved Cr Lehmann seconded Cr Campbell

That the writer be advised of details of the headworks component of \$11,986 and that the additional account for \$22,843 was for actual work carried out by Council and they be invited to a meeting to discuss the issue with the Mayor and Chief Executive Officer

Carried 11/0

- 8.1.8 **Community Respite Options - South Burnett** - Requesting that any future Council application fees and costs incurred by the service in relation to CROSB House be waived or reimbursed by Council

Background:

While council does not have a policy in relation to this type of request it has considered similar requests and waived fees from 50% to 100%. It should be noted that this only applied to application fees and not service connection fees.

Motion:

Moved Cr Campbell seconded Cr Shaw

That the building fees be waived for the lodgement of a building application for the renovation of the existing building

Carried 9/2

8.2 **Monthly Financial Statements**

Background:

The Financial Statements for the period ended 30 September 2003 were presented for Council's approval (C5-C10)

Motion:

Moved Cr Campbell seconded Cr Lehmann

That the Financial Statements for the period ended 30 September 2003 be received and adopted

Carried 11/0

8.3 **General Business**

8.3.1 **Managers Report – Library Services**

Background:

The Manager of Library Services submitted a written report on activities for the month of September 2003 (C1-C2)

Motion:

Moved Cr Campbell seconded Cr Moss

That the report be received, missing items be written off and the donors of books be thanked

Carried 11/0

8.3.2 Economic Development Advisory Body Report

Background:

The Economic Development Advisory Body reported in accordance with the meeting held on the 21 October 2003 and recommending that

- (a) Council agree in principle to developing industrial land in Cornish Street and the Chief Executive Officer investigate the options for disposal of the land to the economic benefit of the Shire; and
- (b) Council proceed with the Kingaroy CBD Retail and Economic Analysis (C11-C23)

Motion:

Moved Cr Shaw seconded Cr Lehmann

That the report be received and adopted subject to the results of the Expressions of Interest for the Kingaroy CBD Retail and Economic Analysis being considered by Council

Carried 10/1

ADJOURNMENT

Moved Cr Trout that the meeting adjourn for ten (10) minutes

Carried 11/0

RESUMPTION

The meeting resumed at 11.00 am

ATTENDANCE

Cr KR Nunn (Mayor), Crs WD Moss, MG Shaw, GMG Wilson, CD Dalton, BJ Carroll, TW Fleischfresser, LJ Trout, AD Wieden and MA Lehmann

8. **FINANCE SECTION (CONT)**

8.3 **General Business**

8.3.3 **Kingaroy Christmas Carnival**

Background:

The Christmas Carnival committee are planning a number of changes to the 2003 Christmas Carnival. It is the intention of the committee to encourage the youth and children of the area to participate in the Carnival. Two (2) initiatives this year will involve a Youth Art Competition and low cost Amusement Rides for children. Assistance is being requested for both initiatives ie provision of a prize for the Youth Art Award (for acquisition by Council) and a contribution to enable the Amusement Rides to be reduced in price from \$4.00 to \$1.00 per ride.

Motion:

Moved Cr Wilson seconded Cr Lehmann

That Council agree to provide \$200 towards the Youth Art Competition and \$500 towards the Amusement Ride subsidy with these funds being taken from existing Budget provisions

Carried 9/1

ATTENDANCE

Cr Campbell returned to the meeting

8.3.4 Internal Audit and Audit Committee**Background:**

The Director of Administration & Finance submitted a written report on the Local Government Finance Standards requiring Council to adopt a policy about Internal Audit and about an Audit Committee and recommending that Council having reviewed its policy about Internal Audit and about an Audit Committee resolves not to appoint an internal auditor nor to establish an audit committee for the following reasons:

- (a) The audit history as contained in the reports of external auditors has been good.
- (b) The Council is of sufficient size to establish reasonable internal controls. There has been no adverse comment by external auditors on those controls.
- (c) There has been little delegation to staff of authority to make decisions of a significant nature.
- (d) All payments are counter-signed by either an elected member or senior staff.
- (e) All losses of equipment are reported to senior staff.
- (f) There is a strict security system in place in regard to Council's computer systems. In general only senior staff are able to authorise alterations to key data and then only for their own work area. (C3-C4)

Motion:

Moved Cr Lehmann seconded Cr Shaw

That the report be received and adopted

Carried 11/0

9. **WORKS SECTION**

9.1 **Business Arising Out of Minutes**

- 9.1.1 **Standard Purchasing Policy Review** - LGAO – Tendering Paper - Requesting comment by Friday 28 November 2003 regarding the discussion paper "Review of Contracts and Tendering"

Background:

The Department of Local Government & Planning is currently reviewing the framework for Local Government contracting as contained in the Local Government Act 1993. The review is being undertaken as a result of the development of a new State Purchasing Policy (SPP) which has applied to the procurement activities of State Government Departments and Agencies since July 2001.

The Discussion Paper indicates that the new SPP will be based on a risk management approach which will provide flexibility for agencies in purchasing activity, whilst requiring accountability for procurement outcomes that advance government priorities and provide value for money. Although the discussion paper attempts to outline the effects on Local Government if it were to be adopted, very little operational information is outlined which makes it difficult to offer suggestions on the possible changes.

It is believed that any change in procedures as outlined in the discussion paper will probably impose higher costs in purchasing and the time incurred to do so. Discussion amongst staff indicates that there appears to be no additional benefits for a Council of our size in the new approach. To change to the new system would require a large expense in finances and time to set up and make fully functional a wide range of additional procedures. These procedures once established would require a recurrent annual expenditure and may not provide any tangible benefits to Council or its suppliers. The current system is an established framework that has easily identifiable guidelines. These guidelines allow any dispute on purchasing to be settled quickly and at a low cost. Accordingly, it is believed that an either/or approval should be allowed, such that the existing system can be maintained if a Council so wishes, but also allows larger Councils to adopt the new processes if they so wish.

Motion:

Moved Cr Lehmann seconded Cr Dalton

That the Chief Executive Officer respond to the discussion paper along the lines that the proposed system appears to increase the costs of compliance and little additional benefits would appear to be achieved by Council, and suggest that the ability to retain the existing system as well as the new State Purchasing Policy (SPP) format should be allowed.

Carried 11/0

- 9.1.2 **Contract No 495 – Depot Buildings**

Background:

Authority was delegated to the Chief Executive Officer at the September Council meeting to discuss the offers with the Tenderers. Discussions have not taken place to date.

Motion:

Moved Cr Wieden seconded Cr Shaw

That consideration of the matter be referred to the November meeting

Carried 11/0

- 9.1.3 **Kingaroy Wattlegrove – Reedy Creek Conveyance Committee** - Requesting the speed limit for the section on River Road from just east of Barrons Road to just west of Deep Creek Road be reduced to 80km/h

Background:

At the September 2003 meeting the matter was referred to Area 1 Representatives for consideration. An Area 1 Inspection has not been able to be organised to date. It is hoped to be organised in the next week.

Motion:

Moved Cr Moss seconded Cr Wilson

That consideration of the matter be deferred until the November meeting.

Carried 11/0

9.2 **Correspondence**

- 9.2.1 **Australian Local Government Association** - Requesting Council's active support for the 'Renew Roads to Recovery' Campaign

Background:

On receiving details of the Roads to Recovery (R2R) programme, Council determined that it would actively support the programme, as well as lobby for its extension. On completion of each project, letters are forwarded to both State and Federal Members of Parliament and Departments advising of the value of the project and overall programme to this Shire. On the Mayors return from the National Local Roads Congress held in Kalgoorlie this year, Council agreed to support the extension of the program and to make a submission to our local Federal Member for Blair, Cameron Thompson.

Motion:

Moved Cr Wieden seconded Cr Wilson

Council agree to actively support the campaign to renew the Roads to Recovery (R2R) programme, particularly using the suggestions supplied by the Australian Local Government Association where possible.

Carried 11/0

9.3 **General Business**

- 9.3.1 **Directors Report – Engineering Services**

Background:

The Director of Engineering Services submitted a written report on work undertaken in the roads, Drainage and Transport Services; Recreation & Sport; Engineering Management Services and Natural Resource Management for the period 11 September 2003 to 15 October 2003 and tentatively programmed for the month of November 2003 (D1-D6)

Motion:

Moved Cr Wieden seconded Cr Shaw

That the report be received

Carried 11/0

9.3.1.1 Bunya Highway - Memerambi Gordonbrook Road Intersection

Motion:

Moved Cr Wieden seconded Cr Dalton

That Council request the reconstruction of Bunya Highway - Memerambi Gordonbrook Road Intersection be expedited and if Council is required to undertake the design that this be charged at the normal commercial rates

Carried 11/0

9.3.2 Haydens Road - Sale of Land

Background:

In 1998, Mr CV & Mrs LM Thomasson wrote to Council seeking to purchase a portion of Council land on the northern side of the Haydens Road to build a machinery shed for their farming operations. This proposal was received at the same time Council was considering an application from Mr Crane to purchase land on the southern side of Haydens Road at the Schellbachs Road intersection to establish what is now known as the Belltower Restaurant and Distillery. At its meeting on the 26 April 2000, Council agreed to seek the approval of the Minister to dispose of the affected land to C & V Thomasson but no further action then resulted. Mrs Thomasson has now contacted Council and indicated that she wishes to proceed with the purchase of the land if Council will again agree as it did in 2000.

Motion:

Moved Cr Lehmann seconded Cr Dalton

That Council confirm its decision to seek the Ministers approval to dispose of part of Lot 7 SP 139369, without the calling of tenders and to negotiate with M & C Thomasson for the purchase of the land subject to the amalgamation with Lot 1 RP 129732

Procedure:

Moved Cr Moss

That the motion lay on the table until the November meeting and Area 2 Representatives and the Chief Executive Officer discuss the matter with M & C Thomasson

Carried 11/0

9.3.3 Area 4 Inspection Report

Background:

The Director of Engineering Services submitted a written report on the Area 4 Inspection carried out on 10 October 2003 and advising that two (2) off the issues considered are a "Whole of Council" responsibility and advising Area 4 Councillors recommend that:

(a) Reservoir Street Water Easement

In view of the illegal use of the Council Water Easement (from Reservoir Street) and the need to protect the area, particularly through the nature area that:

- (i) A 1,800mm security fence be placed across the top of the incline adjacent to the Reservoir Street reservoirs and that the installation of a full security fence around the reservoirs be considered in the 2004/2005 Budget.
- (ii) The five barb fence at the bottom of the incline ie the southern boundary of the nature reserve, be repaired to prevent access,
- (iii) Signs be erected, both in Reservoir Street and Nolan Drive, warning that the easement is across private land and therefore any users are trespassing and render themselves liable to prosecution.
- (iv) Scour protection be provided on the steep incline section through the nature reserve to prevent erosion of the area.

(b) Use of Drainage Reserve – Moore Street

Councillors recommend that Mr Devenyns be allowed to concrete approximately 0.5m width of Council land adjacent to his garage entrance providing a suitable legal agreement can be documented and agreed to

(c) Expression of Interest to Purchase Land – Haly Street

That Council decline to sell the land involved, and offer the adjoining landowner access to the rear of his property via the Council land on the basis that the landowner maintains the area and a suitable legal agreement is drawn up. (D16-D17)

Motion:

Moved Cr Lehmann seconded Cr Shaw

That the report be received and the Area 4 Representatives recommendations be endorsed

Carried 11/0

9.3.4 Roadside Management Plan for Couchmans Road

Background:

The Natural Resource Management Officer submitted a report concerning the remnant vegetation on Couchmans Road becoming increasingly threatened as a result of rural residential development and land management practices implemented by adjoining landholders and recommending Council adopt the following policy document and indicatives to ensure appropriate management procedures are put in place to conserve and protect Remnant Vegetation on Couchmans Road.

- (a) Couchmans Road – Roadside Management Plan
- (b) Couchmans Road – Roadside Management Plan to be adopted as an appendix to the Kingaroy Shire Council Remnant Vegetation Management Strategy.
- (c) Adjoining residents to be advised of the adoption and implementation of the Couchmans Road – Roadside Management Plan. (D7-D15)

Motion:

Moved Cr Dalton seconded Cr Wieden

That Council adopt the Couchmans Road – Roadside Management Plan as an appendix to the Kingaroy Shire Council Remnant Vegetation Management Strategy to ensure appropriate management procedures are put in place to conserve and protect Remnant Vegetation on Couchmans Road and adjoining residents be consulted on the adoption and implementation of the Couchmans Road – Roadside Management Plan

Carried 7/4

9.3.5 Upgrade of WJ Lang Memorial Pool

Background:

Upgrading of the WJ Lang Memorial Pool to meet current safety and operational standards was accepted by Council in 2002 and the project listed on Council's 5 Year Plan for 2004/2005. This project is dependant on State Government Assistance and approval to register ie to apply for the Major Facilities Program 2005 (Department of Sport & Recreation) has been granted. The application is currently being prepared and needs to be submitted prior to the 21 November 2003.

The application must clearly demonstrate Council's commitment to the project as well as outlining where Council's funds for the project will come from and its continued commitment ie a 5-10 year cash flow, to the pool. In order to allow the application to proceed, Council needs to state its commitment by formal resolution and to indicate the source of matching funds which will be accessed.

Motion:

Moved Cr Wieden seconded Cr Dalton

That Council proceed with upgrading the WJ Lang Memorial Pool to meet current minimum safety standards and loan funds (estimate \$200,000) be sourced in the 2004/2005 loan program determined in January 2004

Carried 11/0

10. **WATER AND SEWERAGE SECTION**

10.1 **Correspondence**

- 10.1.1 **Building Codes Queensland** - Forwarding suggested resolutions for setting the new fees and other actions Council must take in preparation for the new Plumbing and Drainage Act being implemented in the first week of November 2003

Background:

Advice has been received that the new Plumbing and Drainage Act 2002 (PDA) which supercedes the existing Sewerage and Water Act 1949, the Standard Sewerage Law and the Standard Water Supply Law will take effect from the first week of November.

In conjunction with this new Act, there will be two (2) new sets of regulations ie the Standard Plumbing and Drainage Regulation 2003 (SPDR) which deals with plumbing and drainage works and the Plumbing and Drainage Regulation 2003 (PDR) which deals with the licensing of plumbers and drainers. Essentially this new Act covers much of the same areas as the Sewerage and Water Supply Act 1949 and the Standard Sewerage and Water Supply Laws ie plumbing, drainage and onsite sewerage facilities, and any matters dealing with water supply and sewerage infrastructure have been transferred to the Water Act.

The new Act requires changes to the way we administer plumbing and drainage issues. Essentially these relate to the application process, the application forms, enforcement powers and appeals processes. The new Act binds the state government to the technical standards of the new Act, but allows it to assess its own work. One area however, that has not changed is compliance with the National Plumbing and Drainage Code (AS3500).

Training sessions on the new Act have been conducted throughout Queensland over the last two (2) months to ensure plumbing inspectors, engineers, plumbers and other tradespersons are aware of the new Act's provisions and able to assist in its implementations. Council attempted to have one (1) of these training sessions held in Kingaroy but was unsuccessful. Our Plumbing Inspector attended the training session in Toowoomba and is fully briefed on the Act and its implications.

In order to implement provisions of the new Act ie to ensure the new Head of Power is triggered and reflected in our implementation and fee structure, it will be necessary to pass resolutions on the fee structure and to broadly delegate powers (ie Operational Powers) under the Act to the Chief Executive Officer. These include:

- (a) Information to be included on the Application Form for compliance assessment (S.19(2) SPDR)
- (b) Requesting information in order to assess an application for compliance assessment (S.85(2) SPDR)
- (c) All decisions on the issue, refusal or conditioning of compliance certificates or onsite sewerage facility approvals (SS.85, 86, 86A, 96, 100 PDA)

The Act also contains powers that are required to be exercised by Council resolution and the resolution for delegation of Powers to the Chief Executive Officer needs to reflect this. Once delegated the Chief Executive Officer will then delegate appropriate powers to the relevant officers, such as the Plumbing Inspector to ensure the efficient operation of the New Act eg onsite inspections etc.

Motion:

Moved Cr Dalton seconded Cr Shaw

That:

- (a) *From the commencement of the Plumbing and Drainage Act 2002, the Kingaroy Shire Council delegates all powers under the Plumbing and Drainage Act 2002 and the Standard Plumbing and Drainage Regulation 2003 to the Chief Executive Officer except those powers and decisions to be made by Council resolution.*
- (b) *The Kingaroy Shire Council determines to amend the Register of Regulatory Fees adopted in June 2003 such that all plumbing and drainage fees contained on pages 27, 28, 47 and 48 now show the correct provisions authorising the fee.*

Carried 11/0

10.2 General Business

10.2.1 Directors Report – Water and Sewerage

Background:

The Director of Engineering Services submitted a written report of activities undertaken during the period 11 September 2003 to 13 October 2003 and tentatively programmed for the month of November 2003 (E1-E3)

Motion:

Moved Cr Dalton seconded Cr Wieden

That the report be received

Carried 11/0

10.2.2 Plans for Approval

Background:

The following Plans and Estimates were submitted for Council's approval: (E4)

Plan No	Description	Estimate
7530	Alford Street (Mant Street to First Avenue) 100mm Water Main Replacement	\$28,612

Motion:

Moved Cr Dalton seconded Cr Trout

That the report be adopted

Carried 11/0

10.2.3 Temporary Engineering Staff

Background:

Councillors will be aware of the increasing level of development currently occurring in the Shire. Difficulty is being experienced in maintaining Council's programs as well as assisting in the assessment of development applications. In addition to this, the Director and Deputy Director will both be taking leave in the next six (6) months. In order to meet Council's program deadlines as well as assist Developers with their developments, it will be necessary to engage additional temporary engineering staff. Such temporary staff is able to be funded from the increase in fees being received.

Motion:

Moved Cr Dalton seconded Cr Shaw

That an experienced engineer be engaged to assist the Engineering Services Department for a period of up to six (6) months

Carried 11/0

10.2.4 Barker / Barambah Resource Operations Plan (ROP)

Background:

The Acting Director of Engineering Services noted that submissions for the Burnett Basin Resource Operations Plan (ROP) Barker/Barambah System close on 7 November 2003. A submission is considered essential and a draft letter from Council's consultant is considered suitable as the Council's submission with headings listed as follows:

- Stuart/Boyne Catchment
- Water entitlements to be converted to tradable allocations
- How and where water allocations can be traded
- Distribution of unallocated water identified in the Water Resource Plan
- Operating rules for infrastructure operators
- Monitoring and Reporting
- Water regulated under the WRP/ROP

Motion:

Moved Cr Dalton seconded Cr Trout

That Council make a submission on the Burnett Basin Resource Operations Plan (ROP) Barker/Barambah System along the lines suggested by Council's consultant providing that:

- *Distribution of unallocated water identified in the Resource Operations Plan (ROP) takes into account the need for high reliability water from the Barlil Weir; and*
- *The monitoring and reporting section be strengthened and suggest a feedback loop be added such that appropriate action is taken should monitoring and reporting indicate unacceptable outcomes; and*
- *The Stuart/Boyne System be included as a priority in Council's submission*

Carried 11/0

11. **HEALTH AND BUILDING SECTION**

11.1 **Correspondence**

- 11.1.1 **JM Ward & CJ Fraley** - Requesting permission to building a domestic garage at three metres from their front boundary at 7 Freeman Court Kingaroy

Background:

An assessment has been undertaken of the application to construct a single garage under the provisions of the Standard Building Regulation – Division 2. It is considered that the development will satisfy the requirements of Section 48(3) of the Regulation and as a result Council can vary the siting requirements to allow the construction of the garage three (3) metres from the Freeman Street frontage. Council may wish to condition the variation to ensure that the garage is built of materials of similar appearance to the house, that the highest point of the garage is to be less than 2.2 metres above the height of the kerb directly in front of the garage and that the garage have an automatic door opener installed.

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That Council vary the siting requirements to allow the construction of the garage three (3) metres from the Freeman Court frontage subject to the garage being built of materials of similar appearance to the house, the highest point of the garage to be less than 2.2 metres above the height of the kerb directly in front of the garage and the garage have an automatic door opener installed.

Carried 11/0

- 11.1.2 **McKenzie's Logistics** - Requesting permission to lease a small piece of land from Council at the Kingaroy Waste Facility for the storage of old cars; disused farm equipment and other metallic waste items

Background:

A similar approach was made to Council in April this year from Northern Scrap Metal and Council rejected that offer because it didn't want to commit to any arrangements until the future management and direction of the landfill is determined. Nothing has changed and as a result, a similar response should be provided.

Motion:

Moved Cr Fleischfresser seconded Cr Shaw

That Council not accede to the request and the reasons be explained

Carried 11/0

- 11.1.3 **Trevor P Pearce** - Requesting permission on behalf of J & K Perkins to build a proposed garage approximately three (3) metres from their Jean Street boundary

Background:

A review of this request has been carried out under the provisions of Section 47 of the Standard Building Regulations and it is considered that Council are within their rights to vary the siting requirements of the Regulations to allow the construction of the proposed double garage, three (3) metres from the Jean Street frontage, subject that there are no door or window openings facing the Jean Street frontage

Motion:

Moved Cr Fleischfresser seconded Cr Trout

That Council vary the siting requirements of the Regulations to allow the construction of the proposed double garage, three (3) metres from the Jean Street frontage, subject to no door or window openings facing the Jean Street frontage

Carried 11/0

11.2 **General Business**

11.2.1 **Directors Report – Health and Building**

Background:

The Director of Health & Building submitted a written report on the Department activities for the month of September 2003 (F1-F21)

Motion:

Moved Cr Fleischfresser seconded Cr Shaw

That the report be received

Carried 11/0

11.2.1.1 Quotations

Background:

The Director of Health & Building reported on quotations received from consultants for the following work to be undertaken:

- (a) Install groundwater monitoring bores at the Nightsoil Depot
- (b) Install groundwater monitoring bores at the Kingaroy landfill
- (c) Undertake a fill plan of the existing working area at the Kingaroy Landfill
- (d) Undertake an assessment of the adjacent 9 hectares to determine suitability for use as a landfill site

and recommended that the appointment of Douglas Partners Pty Ltd to undertake the installation of groundwater monitoring bores at the Nightsoil Depot and Kingaroy Landfill and KBR Pty Ltd to undertake a full plan for the Kingaroy Landfill and assessment of the adjacent 9 hectares be ratified (F1-F21)

Motion:

Moved Cr Fleischfresser seconded Cr Shaw

That Douglas Partners Pty Ltd be appointed to undertake the installation of groundwater monitoring bores at the Nightsoil Depot and Kingaroy Landfill and KBR Pty Ltd to undertake a fill plan for the Kingaroy Landfill and assessment of the adjacent 9 hectares

Carried 11/0

11.2.1.2 Approved Inspection Program

Background:

The Director of Health & Building reported on the Approved Inspection Program when Council from time to time undertakes a house-to-house survey of residents to ensure dogs are registered with the Council and that other requirements of the Local Law are being met and recommending that Council proceed with an Approved Inspection Program to be conducted to ensure compliance with the requirements of Local Law No 4 (Keeping and Control of Animals) and the advertisement found in Appendix 1 be advertised in the South Burnett Times on Friday, 31 October 2003

Motion:

Moved Cr Fleischfresser seconded Cr Trout

That Council proceed with an Approved Inspection Program to be conducted to ensure compliance with the requirements of Local Law No 4 (Keeping and Control of Animals) and it be advertised in the South Burnett Times on Friday, 31 October 2003

Carried 11/0

11.2.1.3 Public Health Plan

Background:

The Director of Health & Building reported on a proposal from Griffith University to undertake a Public Health Plan for Council being received and recommending that the quotation of \$27,100.00 (plus GST) by Griffith University to develop a Public Health Plan for Kingaroy Shire be accepted.

As part of the State Conference of the Australian Institute of Environmental Health (AIEH), there is a one (1) day workshop of public health planning. Councils who have developed a public health plan previously have been invited to present a paper as part of the workshop. Due to the relevance of the subject, it is suggested Cr Fleischfresser and the Director of Health & Building attend.

Motion:

Moved Cr Fleischfresser seconded Cr Shaw

That the quotation of \$27,100.00 (plus GST) by Griffith University to develop a Public Health Plan for Kingaroy Shire be accepted

Carried 11/0

12. **RURAL SERVICES SECTION**

12.1 **Correspondence**

- 12.1.1 **Office of the Gene Technology Regulator** - Forwarding a Request for Comment on Risk Assessment & Risk Management Plan For Application DIR020/2002 From Monsanto Australia Ltd - Commercial Release of Genetically Modified Canola

Background:

Council has taken the general position of objecting to the release of any genetically modified products into our Shire.

Motion:

Moved Cr Moss seconded Cr Shaw

That Council object to the release of any genetically modified products into the Shire

...

Amendment:

Moved Cr Campbell seconded Cr Carroll

That Council object to the release of genetically modified Canola into the Shire

...

ADJOURNMENT

Moved Cr Lehmann that the meeting adjourn until 2.15 pm

Carried 11/0

RESUMPTION

The meeting resumed at 2.30 pm

ATTENDANCE

Cr KR Nunn (Mayor), Crs WD Moss, MG Shaw, GMG Wilson, CD Dalton, BJ Carroll, TW Fleischfresser, LJ Trout, Cr Wieden and MA Lehmann

12. **RURAL SERVICES SECTION (CONT)**

12.1 **Correspondence**

Following the resumption Council continued with discussions on the following motion and amendment

- 12.1.1 **Office of the Gene Technology Regulator** - Forwarding a Request for Comment on Risk Assessment & Risk Management Plan For Application DIR020/2002 From Monsanto Australia Ltd - Commercial Release of Genetically Modified Canola

Background:

Council has taken the general position of objecting to the release of any genetically modified products into our Shire.

Motion:

Moved Cr Moss seconded Cr Shaw

That Council object to the release of any genetically modified products into the Shire

Amendment:

Moved Cr Campbell seconded Cr Carroll

That Council object to the release of genetically modified Canola into the Shire

Lost 7/3

The motion on being put was declared Carried 9/1

Attendance

Cr Campbell returned to the meeting

- 12.1.2 **Office of the Gene Technology Regulator** – Forwarding a Notification of Decision on Licence Application DIR035/2003 from Monsanto Australia Limited to undertake dealings with genetically modified cottons

Background:

Council has taken the general position of objecting to the release of any genetically modified products into our Shire.

Motion:

Moved Cr Shaw seconded Cr Moss

That the letter be received

Carried 11/0

12.2 **General Business**

12.2.1 **Managers Report – Rural Services**

The Manager of Rural Services submitted a written report on his duties for the period ended Thursday 16 October 2003 (G20)

Motion:

Moved Cr Moss seconded Cr Shaw

That the report be received and adopted

Carried 11/0

12.2.2 Land Protection (Pest and Stock Route Management) Act 2002

Background:

The Director of Administration & Finance submitted a written report on the review of the new Land Protection (Pest and Stock Route Management) Act 2002 and Regulation 2003 which came into effect from 1 July 2003 and has now been undertaken (G11-G19)

Motion:

Moved Cr Moss seconded Cr Shaw

That the report be received

Carried 11/0

12.2.2.1 Appointment of Authorised Officers

Background:

The Director of Administration & Finance reported on authorisations which expired with the old Act on 30 June 2003 and recommending that authority under Part 4 Stock Route Agistment Permits of the Land Protection (Pest and Stock Route Management) Act 2002 be delegated to the Chief Executive Officer. (G11-G19)

Motion:

Moved Cr Lehmann seconded Cr Trout

That authority under Part 4 Stock Route Agistment Permits of the Land Protection (Pest and Stock Route Management) Act 2002 be delegated to the Chief Executive Officer

Carried 11/0

12.2.2.2 Control of Declared Animal and Plant Pests

Background:

The Director of Administration & Finance reported that Council is responsible under the new legislation to, amongst other things ensure declared pests are managed within our Shire in accordance with the Act and recommending that Council's Local Laws be reviewed and possible amendments presented back to Council for consideration prior to the formal processes required by the Local Government Act for adopting Local Laws is undertaken. (G11-G19)

Motion:

Moved Cr Moss seconded Cr Shaw

That Council's Local Laws be reviewed and possible amendments presented back to Council for consideration prior to the formal processes required by the Local Government Act for adopting Local Laws is undertaken

Carried 11/0

12.2.2.3 Discontinued and New Pest Declarations

Background:

The Director of Administration & Finance reported on a number of pests declared under the old Rural Land Protection Act which have been removed from the declared list and a number of new pest declarations which have been included and recommending that the list of pests removed from the declared list and Class 3 declared pests be reviewed to determine if any require to be included in a new Local Law (G11-G19)

Motion:

Moved Cr Moss seconded Cr Dalton

That the list of pests removed from the declared list and Class 3 declared pests be reviewed to determine if any require to be included in a new Local Law

Carried 10/1

12.2.2.4 Pest Management Plan

Background:

The Director of Administration & Finance reported that Section 25 of the new Act states that a Local Government must have a pest management plan for declared pests in its area by 30 June 2004 and recommending that a working group be formed to prepare Council's Pest Management Plan (G11-G19)

Motion:

Moved Cr Trout seconded Cr Shaw

That a working group be formed to prepare Council's Pest Management Plan and the following be the suggested membership for that committee:

<i>Councillor</i>	<i>Cr Bill Moss</i>
<i>Council Staff</i>	<i>Director of Administration & Finance, Gary Wall</i>
	<i>Manager of Rural Services, Gary Rackemann</i>
	<i>Natural Resource Management Officer, Leanne Petersen</i>
<i>Department Officers</i>	<i>Department of Natural Resources, Jodie Garton</i>
	<i>Representative from Department of Main Roads</i>
	<i>Representative from Department of Primary Industries</i>
	<i>Representative from Environmental Protection Authority</i>
<i>Community Representatives</i>	<i>Landcare / Community / Landholder, Ian Crosthwaite</i>
	<i>Grazing, Bob Downes</i>
	<i>Agforce / Dairy etc, Brian Tessmann</i>

Carried 11/0

12.2.2.5 Weed Seed Spread

Background:

The Director of Administration & Finance reported under the new Act that it is an offence to supply, sell or transport material that contains contaminated seed of a Class 1 or Class 2 pest and that pressure will probably be placed on Council in the future to provide the appropriate wash-down facilities for private transport to comply (G11-G19)

Motion:

Moved Cr Moss seconded Cr Shaw

That Council staff undertake preliminary investigations into possible sites for the location of transport wash-down facilities

Carried 11/0

12.2.3 **Assessment of Grazing Permits in Kingaroy Shire to incorporate Kingaroy Shire Remnant Vegetation Management Strategy recommendations****Background:**

The Natural Resource Management Officer reported on the new Land Protection (Pest and Stock Route Management) Act 2003 and recommending that Council adopt the following policies to ensure the use of the land for agistment will not degrade the land and/or conservation value of the land;

- (a) Grazing is restricted to Low and Medium Conservation Value roadside and council controlled reserves within the Shire ie no grazing permits issued for the local rural roadside and Council reserve grazing in High Conservation Value areas.
- (b) No grazing occurs in the areas identified through the Significant Roadside Signage Program as these areas can contain rare and threatened (flora and fauna) species. (G1-G10)

Motion:

Moved Cr Moss seconded Cr Dalton

Council adopt the following policies to ensure the use of the land for agistment will not degrade the land and/or conservation value of the land:

- (a) *That Council develop Roadside Management Plan for High Conservation Areas – Season Conditions. Individual roadside management plans will address the variation of vegetation communities, changing fuel loads due to season conditions, time period for grazing, frequency of grazing based on quality and quantity of grasses available for grazing, number of head per acre to minimise impact on remnant vegetation, frequency of fire to help regenerate native vegetation, management of rare and threatened species and maintenance of remnant vegetation corridor linkages*

(b) *No grazing occurs in the areas identified through the Significant Roadside Signage Program listed below as these areas can contain rare and threatened (flora and fauna) species:*

- *Mount Wooroolin*
- *Tessmanns Road*
- *Couchmans Road*
- *Klass & Townes Road*
- *Spencers Road*
- *Kumbia Brooklands Road (Stuart River)*

Carried 11/0

13. GENERAL SECTION**13.1 Correspondence**

13.1.1 **National Native Title Tribunal** - Forwarding Native Title Determination Application - QG6004/99 Western Wakka Wakka People (QC99/4) Notification from 8 October 2003 to 7 January 2004.

13.1.2 **National Native Title Tribunal** - Forwarding Native Title Determination Application - QG6005/99 Barunggam People (QC99/5) Notification from 8 October 2003 to 7 January 2004

Background:

The South Burnett Councils have engaged the services of the MacDonnells Solicitors to negotiate a Regional Indigenous Land Use Agreement. The above claims will be included in the proposed Agreement. Discussions have been held with the Solicitors and at this stage it is recommended that Council refer the matter to MacDonnells to register Council's interest in the Claims.

Motion:

Moved Cr Campbell seconded Cr Lehmann

That Council refer the matter to MacDonnells Solicitors to register Council's interest in the Claims

Carried 11/0

13.1.3 **Local Government Association of Queensland Inc** - Requesting comment by 24 October 2003 regarding the Review of Sport and Recreation Participation and Development Programs

Motion:

Moved Cr Lehmann seconded Cr Campbell

That the matter be referred to Cr Wilson and the Director of Engineering Services for response

Carried 11/0

13.1.4 **Local Government Association of Queensland Inc** - Requesting comments by Friday 19 December 2003 regarding the "Code of Conduct For Councillors" Discussion Paper released by the Department of Local Government and Planning

- 13.1.5 **Department of Local Government and Planning** - Forwarding discussion paper Codes of Conduct for Councillors and request any submissions be received by 19 December 2003

Background:

Legislation will be implemented requiring Local Governments to have a Code of Conduct for Councillors. It is important that Councillors read the paper and have input into its drafting. Accordingly, a copy of the discussion paper has been provided to each Councillor for comment back to the Chief Executive Officer for inclusion in a submission.

Motion:

Moved Cr Lehmann seconded Cr Campbell

That Councillors provide comments on the discussion paper to the Chief Executive Officer to enable a submission to be lodged.

Carried 11/0

14. RECEPTION AND CONSIDERATION OF COMMITTEE AND DELEGATES REPORT

Nil

15. DEPUTATIONS

Nil

16. CONSIDERATION OF NOTIFIED MOTIONS

Nil

17. RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING

Nil

18. QUESTIONS ON NOTICE OF MOTION

Nil

19. CONSIDERATION OF ITEMS PLACE ON THE AGENDA WITH THE CONSENT OF THE MAYOR

Nil

20. GENERAL BUSINESS**20.1 Appointment of Board Member – Kingaroy Private Hospital Ltd****Background:**

At its meeting held on 22 October 2002, the Council resolved to invite Ms Anne Louise Kenny to accept an appointment as a Board Member of Kingaroy Private Hospital Ltd to fill the vacancy created by the resignation of Mr Mark Huston. Ms Kenny accepted the invitation, completed the required Directors Consent Form and has served as a valued member of the Board since 16 November 2002. Our Auditor has raised the issue that the original inclusion was an "invitation to appointment" and not a formal resolution to appoint and that Council should formally confirm the appointment.

Motion:

Moved Cr Trout seconded Cr Fleischfresser

That Council confirm the appointment of Ms Anne Louise Kenny as a Director of Kingaroy Private Hospital Ltd with effect from 16 November 2002.

Carried 11/0

20.2 **Date of November/December Meeting**

Background:

The Mayor and Deputy Mayor will be absent at the National General Assembly on the normal date for the General meeting in November and it is suggested that the November meeting be brought forward to be held on Thursday 20 November 2003 following the Agenda Group meetings.

Motion:

Moved Cr Lehmann seconded Cr Shaw

That the November and December 2003 General meetings be held as follows:

Thursday 20 November 2003 at 9.00 am; and

Thursday 18 December 2003 at 9.00 am

Carried 11/0

20.3 **Christmas / New Year Arrangements**

Background:

The Christmas/New Year Holiday period for 2003/2004 includes Public Holidays as under:

Christmas Day – 25 December – Thursday

Boxing Day – 26 December – Friday

New Years Day – 1 January – Thursday

If Council proposes to close on any other days an early decision should be made to allow the arrangements to be advertised.

Councillors may also wish to consider their usual Christmas Function

Motion:

Moved Cr Campbell seconded Cr Lehmann

That Council Facilities be closed for business on Friday 2 January 2004 and staff be permitted to take leave for that day

Carried 11/0

20.4 **Staff Christmas Break-up**

Background:

The Councillor/Staff Christmas Break-up is usually held on the Friday before Christmas. The current arrangement is that the outside workforce finishes work at 1.00 pm with the break-up officially commencing at 2.00 pm. Unfortunately under this arrangement, because the office and library are not closed for business a number of inside staff cannot attend. It is suggested that the offices be closed for the afternoon to enable all staff to attend.

Motion:

Moved Cr Campbell seconded Cr Lehmann

That the matter be referred to the Mayor and Chief Executive Officer for further discussion

Carried 11/0

20.5 **Historic Precinct**

Background:

The concept Plan for future development of the Kingaroy Historic Precinct was completed by John Mongard, last year. Loan funding of \$250,000 is included in the current budget to commence the project with the intent to have part of the precinct ready for the official opening during Centenary Celebrations in September 2004. Additional funding will be required to complete the first stage and applications are being submitted under relevant grant schemes. To progress the matter it is proposed to engage John Mongard Landscape Architects to prepare further detailed planning and to also engage the services of an architect to design the proposed new "link" building.

Motion:

Moved Cr Fleischfresser seconded Cr Shaw

That Council endorse the proposed actions.

Carried 9/2

20.6 **Reception of Correspondence and Reports Listed for Information**

Motion:

Moved Cr Lehmann seconded Cr Campbell

That General Correspondence and Reports Listed for Information (Folio 11 – 135) be received that the Outward Correspondence be adopted, and Transfers Nos 29796 to 29920 (both inclusive) be received and recorded in Council's Rate Books.

Carried 11/0

There being no further business the meeting was declared closed

Confirmed before me this day of 2003

Mayor