

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting Tuesday 12 March 2024 at the Kerikeri Cruising Club clubhouse, 346 Opito Bay Road, Kerikeri The meeting commenced at 6.00pm

R Dempster, M Carere, T Milicich, M Lucas, M Lawton

M MacDiarmid, P McLea (attending)

1 Apologies

P Woods

Resolution	That the apologies above be accepted. Proposed R Dempster /Seconded T Milicich: Carried
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2 Confirmation of Minutes

Resolution	That the minutes of the 13 February 2024 meeting of the Marina Committee be accepted. Proposed M Carere/Seconded R Dempster: Carried
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3 Health & Safety

1 Health & Safety meetings held since the previous committee meeting.
0 Accidents

RiskMan – take a look at it for risk priorities & actioning
Oil disposal facility look at bunding – add to capital plan for 2024/2025

4 Marina Maintenance

P McLea reports:

Water levels full but bore is no longer very productive

Office building water filtration will be improved with additional filtering to improve quality

A link between the clubhouse water tanks & office tanks will be installed so overflow can be directed to the lower tanks to improve certainty of supply.

Finger walers x 5 sets have been prepared

Through rods & corner frames are anticipated for delivery 13/3/24

Sand has been removed from the corner of E pier

A Pier – has a bow in it but this has been like that since installation. Steel girders were installed to reduce the bow.

Also noted:

Haul Out Insurance Claim – An insurance claim against the Club from a vessel on the haul has been received. Further details are being sought as the details & liability are disputed.

5 Refurbishment

5.1 A Pier Finger Connection Bolts – In-house Project

Completed – replacement of these components changes the structure rating (as per Shorewise Condition Assessment) for A Pier from 3.3 to 2.7.

5.2 Gangway B Pier

Removing the plywood from the gangway revealed substantial & unanticipated corrosion of the steel structure well beyond that reported in the Marina Condition Assessment. A local engineering company was invited to provide a quote for the repair work as it is not within the scope that can be undertaken “in-house”. This quote of \$23,000 for unguaranteed repair compares with a quote of \$29,279 for a new gangway. Photos of the corroded structure were circulated prior to the meeting.

The planned in-house repair on the B Pier gangway has been put on hold.

An assessment of A Pier will be undertaken to decide whether both gangways should be replaced simultaneously. 2 gangways may be a better get a better unit price. B Pier gangway to be assessed for trip hazards

5.3 Finger through rods, walers & corner frame replacement project – In-house Project

Delivery of through rods & corner frame anticipated 13/3/24.

Nylonuts & walers have been received & walers are being prepared/drilled.

5.4 E Pier Refurbishment Project

The contractor has advised that material ordering is underway. This means a payment claim is anticipated. Alternative berthage for affected vessels is being organised & all E Pier occupants have been emailed (at least) to advise them of how they will be impacted. Owners of vessels that will be relocated to BOI Marina have been called & ongoing communication will occur as necessary.

Resolution	That the KCC Marina Trust term deposit #75 (Principal \$400,000) be split, with ½ reinvested for 90days & ½ invested for 30days or in a savings account if that offers a better interest rate. Proposed T Milicich/Seconded M Lucas: Carried
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5.5 C & D T-head Refurbishment & Pile Replacement

The project engineer, Haigh Workman, has been onsite to review the work & are drafting piling specifications & tender documents.

5.6 Intermediate Piles

In February the Marina Committee resolved “That the refurbishment funds cover the replacement of all existing intermediary piles. The rationale being: the cost is in the budget & the licensees will (in many cases) not be aware of the special status of those piles. Intermediate/buffer piles.”

The original marina plan shows all 14m & longer berths have intermediary piles. In 10m & 12m berths the intermediary piles were optional & paid for as an extra by the then licensees. The refurbishment budgeted for replacement of the total number of piles in the marina including the intermediary piles.

At this meeting, concern was expressed about the Club to replacing owner-supplied intermediate piles that were excess to the original design of the marina berths. To support this by way of benchmarking, a visit to the now very large Waikawa marina revealed not an intermediate pile in sight (photos circulated to demonstrate this). Contrary to the Marina Committee decision Feb 2024 is an argument that replacement of owner-supplied intermediate piles is not the Club’s responsibility. There is a significant cost issue at stake and, as

importantly, for every intermediate pile replaced within a 28 pile programme then it's one less load-bearing bow pile that can't be driven this year. The intermediate piles don't retain boats.

Original plans show 14m or longer berths where intermediary piles were part of the original marina design(s). This further supports the view that intermediary piles in 10m & 12m berths be the financial responsibility of the berth licensee as per the Marina Berth Licence & Berth Licence Rules clause 7.2.

Resolution	That: the resolution of February 2024 undertaking to pay for replacement of all intermediary piles be reviewed, & this review is with the intent of rescinding the decision of February 2024, and in order to make a final decision the number of licensee supplied piles need to be quantified from the original marina plans. Proposer: M Lucas/ Seconded M Carere: Carried
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M MacDiarmid will source the marina plans that show intermediary piles are standard in 14m & longer berths & not in the 10m & 12m berths as these were at the discretion of the licensees.

6 Matters Arising

Issue	Who	Actions	Status
Reclamation Title	T Bingham	A final agreement on which entity will pay the cost of the reclamation title has not been reached. Second LINZ valuation has been initiated Put provision in the 2024/2025 marina operating budget	Underway
Refurbishment Funding Ideas & Maximum Transfer Price Management Plan Proposal	M Lucas	MTP & increased transfer fee will go to the March of General Committee. Refurbishment Levy will be held for discussion with the Review Committee	
Dry sander commissioning	M MacDiarmid	A consent variation application has been prepared & will be put before the General Committee for sealing.	
Hazard Register	M MacDiarmid	To be revised & reported March 2024	Presented
Removing the Refurbishment Fund \$400K minimum balance requirement	General Committee	KCC General Committee will address with the KCC Marina Trust	
Extension of berth fingers on E pier	Marina Committee	To be reconsidered after Breakwater Refurbishment project	
Haul Out Trolley Upgrade to Increase Weight Limit	P McLea	Contact P White in first instance for advice	

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Correspondence

From/To	Regarding
M O'Neill	Live aboard request Resolution: That M O'Neill's request to live aboard in the marina be granted on the condition that his vessel has a holding tank. Proposed R Dempster/Seconded T Milicich: Carried
V Kennard	Berth Licence Transfer – allow him to introduce a berth licence purchaser as per the provisions in the Marina Berth Licence & Berth Licence Rules
P Williams	Reiterate current procedure of instalments in advance Fuel Jetty – fuel jetty replacement process underway, in conjunction with this refurbishment fuel options are being researched.

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Matters Arising

8.1 Owner Requested Modifications – keep on the agenda

Piles, finger extensions etc

8.2 Trolley Upgrade

P McLea to discuss with P White

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Financial

	Total Value	Notes
Invoices	\$9,838.13	List circulated with agenda
Credit Card Transactions	\$44.27	List circulated with agenda
Debtors	\$283,659	\$281,501 in current debtors \$2,158 in aged debtors debt collection process underway
Wage reconciliation	\$4,907.26	Monthly reconciliation + \$6,500 automatic payment
Berth Rental	\$18,048.20	transfer for berth rental

9.1 Insurance

In late February, Vero advised they were unable to continue offering cover for the marina. From 1 March 2024, the marina insurance policies were moved via Gallaghers to a consortium of underwriters with Markel (Australian office) taking the role of lead insurer. The consortium currently only has capacity to underwrite 80% of the marina policies. Gallaghers continue to 'shop' for the remaining 20%. Consortium cover for large assets is becoming increasingly common as underwriters attempt to spread their risk.

8/3/2024 – an invoice for the 80%cover has been requested for prior to the Marina Committee & Gallaghers is hopeful that 100% will be confirmed in the week commencing 11/3/24.

12/3/24 Gallaghers advise an annual premium of \$126,000 exc GST for marina insurance from 1 March 2024 for 12 months. In confirming this cover, it was not possible to change the cover dates to align with the Club's financial year as securing full cover was the priority & altering the term had to take back seat to the fundamental insurance requirement.

The final cost apportionment to licensees will be calculated at the end of the financial year as per the provisions of the Marina Berth Licence & Berth Licence Rules.

Pile Mooring Insurance – can it be split out from the marina insurance? Value based reconciliation? M MacDiarmid to draft reconciliation.

Resolution	That the invoices as circulated (less the Placemakers invoice for \$109.92 which has been credited), wage reconciliation & berth rental reconciliation be approved for payment & the credit card transactions & debtors be accepted. Proposed T Milicich/Seconded R Dempster: Carried
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Resolution	That the Financial Statement as circulated be approved. Proposed M Lawton/Seconded M Lucas: Carried
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10 Compliance

No additional items

11 Policy

None this month

12 General Business

12.1 NZ Marina Operators Training Days

McLea, MacDiarmid, van Paridon to attend as appropriate

12.2 Float Rings

Float rings with hinges viewed at Waikawa – research cost, performance, installation, maintenance etc

12.3 P Woods

Resolution for a leave of absence for P Woods as required until end of term.

Recruiting new committee members is a priority as several current members have indicated they will not be standing for a further term.

Resolution	That P Woods be granted a leave of absence from attending marina committee meetings & T Milicich be appointed to the role of Marina Committee Deputy Chair. Proposed M Carere/Seconded R Dempster: Carried
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Resolution	That M Lawton be authorised to represent the Marina Committee Deputy Chair in the event of T Milicich being absent. Proposed R Dempster/Seconded M Lucas: Carried
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12.4 Marina Safety Ladders

Safety ladders as seen at Waikawa Marina & in the Dixon's catalogue will be added to the 2024/2025 operating budget as a capital item at the rate of 10/year.

R Dempster to bring ladder to KCC General Committee meeting 19/3/2024

13 Licence Transfers

Resolution	That a recommendation be made to the KCC General Committee that the licence transfers for B9 (12m) from J Bliss to Scott Galbraith C11 (12m) from M Crawford to Ken & Melanie Tyler be approved (signed & sealed) by the Club, subject to receipt of completed paperwork.
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Meeting closed 7.56pm

Next meeting 9 April 2024

Marina Committee usually meets 2nd Tuesday of the month