

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting Tuesday 9 April 2024 at the Kerikeri Cruising Club clubhouse, 346 Opito Bay Road, Kerikeri The meeting commenced at 6.00pm

M Lucas (Chair), T Milicich (Deputy Chair), R Dempster, M Carere, M Simpson

M MacDiarmid, P McLea (attending)

1 Apologies

M Lawton, P Woods

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

Resolution	That the minutes of the 12 March 2024 meeting of the Marina Committee be accepted. Proposed T Milicich/Seconded M Lucas: Carried
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3 Health & Safety

3.1 Haul Out

Boat owners need to sign & undertake they are fit & able.

No-one on the vessel on the ramp out of the water. Need a dinghy person & user to get off the vessel before it comes out of the water.

M Lucas had circulated a report his assessment of the haul out trolley & aspects of the operation. A condition assessment of the trolley & guidance for increasing the trolley weight limit have been requested from P White.

Operating haul out –

Personal safety alarm -

Trolley – condition

Tyres & rims – need urgent replacement

Winch – needs tensioner & wire spooling guide to be installed or winch with these facilities fitted as standard will need to be sourced

Resolution	That the haul out trolley cease operation immediately after the return of the current vessel to the water until the wheels & tyres & winch operation are made safe. Proposed M Lucas /Seconded T Milicich: Carried
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Wheels & tyres - Replace like for like – Gas & tyre for second-hand options

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

0 Accidents

4 Marina Maintenance

P McLea reports:

Office building water filtration installed

A timber bund lined with plastic will be built around the oil recycling facility. To be designed so it can be covered possibly with a shed to avoid inundation.

Marina Committee concerned that old fender strip is being reused. Budget doesn't stretch to new fender strip although new suppliers will be researched.

Also noted:

Haul Out Insurance Claim – No further contact has been received re an insurance claim against the Club from a vessel on the haul has been received.

5 Refurbishment

5.1 Gangway B Pier

Removing the plywood from the gangway revealed substantial & unanticipated corrosion of the steel structure. 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. The planned in-house repair on the B Pier gangway will not proceed. More detailed exploration of the condition of A Pier gangway is planned. An unused gangway may be available from another marina.

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

The entire project consists of 14 finger with 3 now completed including the sample finger. It is anticipated that a finger will be refurbished each fortnight.

5.3 E Pier Refurbishment Project

The contractor has forwarded a payment claim. Awaiting approvals from the Engineer before meeting with the KCC Marina Trust to have payment authorised. Contractor also advised a start date should be able to be advised in April.

5.4 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.

5.4.1 Intermediate Piles

At the March 2024 Marina Committee meeting the cost of replacing "intermediate" piles was left unresolved. The Marina Committee requested a copy of the construction plan showing the location of intermediate piles on berths 14m & longer. A copy of the plan (Marina Extension Area Layout DB1-01.pdf) was circulated to committee prior to the meeting. There are 20 intermediate piles that were installed as optional extras at the licensee's discretion & cost.

Resolution	That: <ul style="list-style-type: none">• Each of the affected berth licence holders will be advised in writing & asked whether they want the Club to remove the pile when the bow pile is being replaced or pay for a sleeved replacement to be installed at the time the bow pile is replaced?• Each affected licence will be tagged so that future licensees of these berths can be advised as part of the transfer process of the special status of these piles & their potential additional liability. Proposed M Lucas/Seconded M Simpson: Carried
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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. T Bingham is in regular contact with LINZ to chase this valuation but the Club has no ability to influence the timeframe.	Underway
Refurbishment Funding Ideas	M Lucas	Maximum Transfer Price & Transfer Fee adjustments have been implemented. Refurbishment Fund Contribution Levy still in development	
Dry sander commissioning	M MacDiarmid	A consent variation application has been submitted to NRC.	
Removing the Refurbishment Fund \$400K minimum balance requirement	General Committee	KCC General Committee will address with the KCC Marina Trust	
Owner requested berth modifications	Marina Committee	Extension of berth fingers on E pier, additional piles etc - 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 5/4/2024 P White will prepare a condition assessment & written advice on requirements to increase weight limit	Contact made, visit by P White complete, report anticipated
Club Piles Portion of Marina Insurance Expense	M MacDiarmid	To be reconciled with Club to reimburse.	Calculations made, complete

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Correspondence

From/To	Regarding
J Rowe	Opportunity to extend berth to catamaran – email attached to agenda Pile will be replaced asap in next piling project Extending dimensions – not considering any individual requests to change the dimensions of berths as a marina-wide review of the berth configuration is planned.

8 Matters Arising

9 Financial

	Total Value	Notes
Invoices	\$172,480.37	List circulated with agenda
Credit Card Transactions	\$797.50	List circulated with agenda
Debtors	\$80,667.53	Primarily berth licence annual fees
Wage reconciliation	\$4,624.08	Monthly reconciliation + \$6,500 automatic payment
Berth Rental	\$15,746.32	transfer for berth rental
Refurbishment Fund Contribution	\$201,896	Transfer to KCC Marina Trust

9.1 Insurance

An adjustment for the final insurance expense will be made at the end of the financial year, 30 June, & will be reflected on the July – December fees invoices.

Pile Mooring Insurance – A capital value based reconciliation from 1 July 2015 to 30 June 2023 based has been calculated (\$2,775.63). A reconciliation of the 2023/2024 premium will be made when final premium (still awaiting credit information) is known.

A new account will be opened to manage the E Pier refurbishment project.

Resolution	That the invoices as circulated, wage reconciliation, berth rental reconciliation & transfer of refurbishment funds to the KCC Marina Trust be approved for payment & the credit card transactions & debtors be accepted. Proposed T Milicich/Seconded M Lucas: Carried
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Resolution	That the Financial Statement as circulated be approved. Proposed T Milicich/Seconded M Lucas: Carried
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10 Compliance

No additional items

11 Policy

None this month

12 General Business

- Budget projects to the office – add plinth replacement for 2024/2025
- Cameras now installed on E Pier gangway & the office building overlooking the carpark.
- Cost splits – renegotiation of the Club/Marina cost splits was discussed
- Mooring line report – the last full mooring line audit was completed November 2023 to Jan 2024 following ex-tropical cyclone Lola. Full mooring line audits are now scheduled twice a year. The next will begin in June. There are currently 7 boats with line issues.

- Project Manager Role – discussion are underway about creating a new role to assist with the implementation of significant projects
- Marina Committee purpose & relationship with the General Committee was discussed
- Marina Matters

13 Licence Transfers

CPI table requested by M Lucas

Resolution	<p>That a recommendation be made to the KCC General Committee that the licence transfers for C13 (12m) from M Masefield to Glenn & Raewyn Simpson A5 (12m) from Lenco Trust to Tony Jenkins & Jan Lowe be approved (signed & sealed) by the Club, subject to receipt of completed paperwork. Proposed T Milicich/Seconded M Lucas: Carried</p>
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Meeting closed 8.15pm

Next meeting 14 May 2024

Marina Committee usually meets 2nd Tuesday of the month