

# Kerikeri Cruising Club (KCC) Marina Committee Minutes

## Meeting Thursday 13 June 2023 at the Kerikeri Cruising Club clubhouse, 346 Opito Bay Road, Kerikeri The meeting commenced at 6.00pm

P Woods (Chair), R Dempster (Deputy Chair), M Simpson, M Lucas, M Simpson,

M MacDiarmid, (attending)

### 1 Apologies

D Brock, M Carere

Resolution	That the apologies be accepted. Proposed P Woods/Seconded M Lucas: Carried
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### 2 Confirmation of Minutes

Resolution	That the minutes of the 9 May 2023 meeting of the Marina Committee be accepted. Proposed R Dempster/Seconded P Woods: Carried
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### 3 Health & Safety

#### 3.1 Electrical Fault on E pier

On Thursday 1 June an electrical fault was found on E pier. For safety the power on E pier was disconnected & the owners of affected vessels advised. The following morning an electrician investigated & found the problem on a cable running from a service pit to the service plinth at E30/E32.

This plinth was disconnected from the power supply; the cables were made safe & the power was restored for the rest of E pier. As a result, the vessels in E30 & E32 remained without power & the occupiers/owners of these berths were advised.

Parts are being sourced & a replacement of the cable is now anticipated on 14 June, the power to the pier will be disconnected again so this permanent repair can be made.

The cause of the problem appears to be a combination of the movement experienced on the breakwater & the design of the breakwater electrical cabling system. A check will be made to identify if other locations are showing signs of the same issue & steps taken to remedy/mitigate these. However, the extent to which this system can be checked is limited as the problem point is not easily viewed (behind & below the 'inside' walers). This check will be added to the annual marina condition audit.

#### 3.2 Fuel Jetty Hull Clean

On Monday 12 June (King's Birthday public holiday), the owner of the vessel Grandma was seen to be cleaning the vessel's hull while dried out next to the fuel jetty. A member of the Marina & General Committee's advised the Club member to stop the activity as it was contrary to the NRC rules. The Club member refused. NRC's environmental hotline were immediately

advised of the situation. No NRC staff were able to attend. Photos of the activity were taken & photos of the barnacle debris (complete with black antifoul) were taken & forwarded to NRC. This incident will be addressed by the KCC General Committee.

Hazard Register: reported to Marina Committee rather than specific hazards. July meeting to view the hazard register

Spill kits –Spill control at haul out: investigate what components would be appropriate (useful & affective), added to budget

M Lucas in contact with Salters to see if a bunded oil recycling tank is available.

## 4 Marina Maintenance

No report this month.

## 5 Matters Arising

### 5.1 Valuation

T Bingham what is valuation timeframe?

### 5.2 Breakwater Tender Documents

What is timeframe on this? R Brown.

### 5.3 Marina Condition Report Budgeting Figures

Shorewise have provided a quote to provide budgeting figures for the works required because of the Marina Condition Report. A revised quote will be requested based on a reduced scope of work for big ticket items only.

### 5.4 Steps on the Marina & Request for Full Finger

Steps on fingers – following on from the discussion of this issue at the May meeting it was noted that other marinas allow stairs. Rather than banning stairs it was noted that they need to be safe, meet NZ Safety Rating for Ladders & Stairs & have KCC Cruising Club permission.

Also following the May meeting there had been follow up discussion relating to the request from a berth licensee to have the ½ finger on his licenced berth extended to a full finger. The licensee considers the ½ finger unsafe. The Marina Committee confirmed its position that the marina is fit for purpose. In this instance, the berth is installed as designed & has been in operation for approximately 27years. If a licensee considers there is an unsafe situation relating to access to the marina from their vessel, the issue needs to be resolved by the licensee. The Marina Committee maintains the marina is fit for purpose & safe. This will be communicated again to the licensee as well as confirmation they have been given priority to exchange berth licences (for a berth with a full finger).

### 5.5 Licence Review

That D Brock's recommended changes to the KCC Marina Berth Licence & Rules be

### 5.6 Newsletter

Draft of June edition circulated, feedback & ideas please

Collapse risk management issues on agenda into the Health Safety

### 5.7 Jointly Owned Boats

The recommendation that berth licence holders with a jointly owned vessel must attend a Marina Committee meeting (in person) to make the case for the legitimacy of their circumstances was revisited. It was agreed that this method should be used as other methods

are ineffective &/or unpractical. This will be applied to new joint ownership arrangements from 14 June 2023.

## 6 Correspondence

G Dixon – see 5.4 above.

## 7 Finances

Resolution	That the P&L to 31 May 2023 be accepted. Proposed P Woods/Seconded R Dempster: Carried
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Resolution	That the invoices for payment be approved including paying Shorewise Engineering Ltd invoice which will be reimbursed by the KCC Marina Trust. Proposed P Woods/Seconded R Dempster: Carried
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Resolution	That the Club Asset Refurbishment Cost Splits be accepted with a request to clarify the demarcation between the reclamation carpark & the access driveway. Proposed R Dempster/Seconded M Lucas: Carried
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Budgeting meeting Thursday 22 June at 5.30pm in the marina office.

## 8 Policy

### 8.1 Visitor Pool Recommendations

A process for managing the maximum permitted period a licensee can have their berth in the visitor pool had been circulated & was discussed.

Resolution	That the recommended process for the treatment of visitor pool arrangements & in particular, managing the visitor pool returns to licensees who place their berth in the pool for extended periods (over the 24month maximum permitted) was adopted & a policy to effect that process will be forwarded to the General Committee. Proposed M Lucas/Seconded P Pederson: Carried
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## 9 General Business

### 9.1 Piles

A Risk Assessment for pile replacement is being developed. This will feed into a 3-year pile replacement plan.

Piles should sleeves be welded closed? Nails none in the new sleeved piles because it allows oxygen into the sleeve.

### 9.2 A Pier Finger Connection Bolts

A recommendation for replacement of the A Pier Finger Connection Bolts had been circulated. A sample bolt set will be acquired from the recommended supplier for assessment & bolt specification (threads machined or rolled) will be ascertained.

Resolution	That the replacement of A pier finger connection bolts be undertaken as per the recommendation including a total budget of \$12,029 exc GST plus a 10% contingency allowance with this funding to be sought from the refurbishment accounts managed by the KCC Marina Trust. Proposed P Pederson/Seconded P Woods: Carried
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Trolleys x 5 new in the 2023 2024 budget

### 9.3 Funding Options

Ongoing discussions & idea development underway

### 9.4 Insurance

Insurance requirements are driving refurbishment & increased costs. A set of questions has been forwarded to the insurer & return with answers & explanations. Where appropriate this information will be shared with berth licence holders to help with understanding the new expenses.

## 10 Berth Licence Transfers

Resolution	That the berth licence transfers below be recommended to the General Committee for approval (sign & seal) subject to the paperwork being completed: A30(10m) from M & L Hutchinson to Alix Carere Proposed R Dempster/Seconded M Lucas: Carried
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Next meeting 9<sup>th</sup> May 2023

Closed 9.08pm