

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting Tuesday 11 June 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, P Woods

M MacDiarmid, P McLea (attending)

1 Apologies

P Woods advised he is selling his berth licence. The Marina Committee will keep P Woods on as a consultant.

M Lawton

Resolution	That the apologies above be accepted & that M Lawton be granted a leave of absence for 3 months. Proposed M Simpson /Seconded P Woods: Carried
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2 Confirmation of Minutes

Resolution	That the minutes of the 14 May 2024 meeting of the Marina Committee be accepted. Proposed M Carere/Seconded R Dempster: Carried
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3 Health & Safety

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

0 incident –

Accident & incident reporting requirement to be publicised to Club members.

Water blasting A & B piers to decrease slipperiness or Wet & Forget

Access desks & chairs for safety/OOS

Health & Safety issue to be raised at the General Committee level to encourage more progress in this area.

4 Marina Maintenance

Water tanks – are not full but coping. The catchment off the marina office is not currently being utilised as further remedial action is planned to improve the water quality from this source.

4.1 Haul Out

Rust remediation & new bolts/nuts are underway.

Alloy wheels have been sourced & the same length studs will be used. Tyres have been sourced. Wheels will be checked for cracked at stud holes & beads. Shank studs will be used to allow use of the existing studs.

Small welding repairs have been completed.

Winch tensioning this safety issue may be resolved with operating procedures.

Operating Procedure – redrafting underway. A loadcell may be used to ascertain the load on the winch as a one-off exercise or possibly for every vessel on the margin of the trolley weight limit. Weight limits clarified by P White (IQP): long keel 14.8 tonne & short keel 13.1 tonne. These limits were accepted by the Committee. R Dempster declares a conflict of interest on this issue & was not involved in the discussion.

An extension will be sought from NRC for requested paperwork (SOP) for haul out as this is still being reviewed/drafted & the haul out remains closed in the meantime. A copy of this correspondence & any reply will be forwarded to the Marina Committee as this relates to consent compliance.

4.2 Pile ring replacements

Some pile rings have been replaced where the ring was unserviceable. There are several E38, E36, C32/C34 where there is nothing wrong with the pile ring however it is semi-submerged as it is holding the additional weight of a tall fender that has been fitted by the berth licensee. If the berth licensee is concerned about the sinking pile ring they should purchase a second ring able to provide extra buoyancy. This is not the responsibility of the Club.

5 Refurbishment

5.1 Gangways

B Pier Gangway – quotes received from Dixon Stainless (received, attached with agenda), Total Marine Services gangway quote awaited.

A Pier Gangway – to be refurbished in-house (paint, ply, non-slip).

Resolution	That the Manson price for a replacement gangway be recommended to the General Committee for acceptance. Proposed M Carere/Seconded P Woods: Carried
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5.2 Finger through rods, walers & corner frame replacement project – In-house Project

14 fingers with 6 now completed including the sample finger. This project will slow due to the arrival of marine contractors & start of the E Pier refurbishment.

5.3 E Pier Refurbishment Project

The contractor has forwarded a third payment claim which is currently with the Engineer for review. Approvals from the Engineer before KCC Marina Trust will authorise payment. The start date of 17th June 2024 has been revised by the contractor, now 20th June. The disconnection & removal (where required) of plumbing & electrical services on E pier is underway.

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.

Trimming the number of piles being installed to under the “major financial transaction” limit could be an option.

5.5 Refurbishment Budget

Presented to Marina Committee based on cost validation report from Shorewise Engineering & known in-house costs: in 2024/2025 the fund is \$104,000 short on current contribution rates of \$300,000 however there is a project on C Pier scheduled for that year that requires review. This refurbishment budget doesn't include reclamation title cost or fuel jetty contributions both of which are unknown. Send updated version to Marina Committee.

5.6 Budget 2024/2025

Next draft of the 2024/2025 budget was tabled at the meeting. The draft was discussed & changes made. This draft will be forwarded to the General Committee for information.

6 Matters Arising

Issue	Who	Actions	Status
Refurbishment Funding Ideas	M Lucas	Refurbishment Fund Contribution Levy still in development	
Dry sander commissioning	M MacDiarmid	A consent variation application has been made to NRC.	Ongoing
Haul Out Trolley Upgrade to Increase Weight Limit	P McLea	P White to clarify difference in weight limits between 2 reports	Accepted & completed
Intermediate Piles	M MacDiarmid	All affected licences have been marked with a prompt so that prospective purchasers will be advised prior to purchase.	Completed

7 Correspondence

From/To	Regarding
E Pier occupants	Targeted emails & phone calls where necessary regarding E Pier refurbishment plans, vessel relocation, pier access.
All Club member	General information about E Pier refurbishment plans & access to the pier during the project.

8 Financial

	Total Value	Notes
Invoices	\$18,079.87	List circulated with agenda
Credit Card Transactions	\$643.05	List circulated with agenda
Debtors	\$7,032.36	Primarily berth rental
Wage reconciliation	\$11,251.32	Monthly reconciliation + \$6,500 automatic payment
Berth Rental	\$11,920.36	transfer for berth rental
Refurbishment Fund Contribution	Completed for 2023/2024 year	Transfer to KCC Marina Trust
GST on refurbishment	\$5,629.68	\$5,629.68 GST to be moved from KCC Marina 00 account to account 52 as GST claimed on purchases

expenses	paid into #00 account but has been paid out of #52.
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Resolution	That the invoices as circulated, wage reconciliation, berth rental reconciliation be approved for payment & the credit card transactions & debtors be accepted. Proposed T Milicich/Seconded M Carere: Carried
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Resolution	That the Financial Statement as circulated be approved. Proposed P Woods/Seconded M Simpson: Carried
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9 Compliance

See above, No additional items

9.1 Existing licensees living long distance requesting licence changes
2 existing marina license holders, currently residing outside the Far North district, have requested / asked if they can go on the waiting list for another berth size. Is this allowed under the current berth license ownership/Club membership rules?

No, unable to allow these people on the waiting list as they don't meet the residential requirements for full Club membership therefore purchase of a new licence is problematic.

9.2 AGM Date

Proposed: Tuesday 24th September if acceptable to KCC Marina Trust & General Committee
Club AGM suggested date is Thursday 26th September

10 Policy

None this month

11 Marina Matters

June edition drafted & will be circulated to the General Committee prior to publication

12 Licence Transfers

Resolution	That a recommendation be made to the KCC General Committee that the licence transfers for C29 (12m) from Richard Power to Richard Power & Heleen Donnolly be approved (signed & sealed) by the Club, subject to receipt of completed paperwork. Proposed R Dempster/Seconded P Woods: Carried
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13 General Business

13.1 Apology

Apology M Carere for August meeting
Apology for R Dempster for September

Meeting closed 8.51pm

Next meeting 9 July 2024

Marina Committee usually meets 2nd Tuesday of the month