

**Minutes of the 4th Council Meeting of 10th Management Council of MCST 3798 held on
 24th September 2022 at 7.30 p.m. at Function Room 2**

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Present

Mr. Tan Peng Seng (Henry)	Chairman
Ms. Lum Sok Yee	Secretary
Mr. Sim Ching Tong	Treasurer
Mr. James Ang Chim Koon	Member
Mr. William Tan Yeow Chong	Member
Mr. Abhinav Venkateswaran	Member
Mr. Lee Suen Woon	Member
Ms. Corrine How Huey Choo	Member

Absent with apologies

Mr. Ong Eng Ann	Member
Mr. Virendra Shelar	Member
Ms. Dixin Su Meiyu	Member

In attendance

Mr. Rick Goh	
Mr. Tay Tai Chung	M/s D'Proman & Co. Pte Ltd
Mr. Hadi	Managing Agent (MA)

There being a quorum, the meeting was called to order at 7.50 p.m. in accordance to Section 2 of the Second Schedule of the Building Maintenance Strata Management Act.

S/N	ITEM	ACTION BY
1.0	Opening of meeting	
	Mr. Henry Tan took the chair of the meeting.	Info
2.0	To adopt the Minutes of 3RD Council Meeting of the 10th Management Council held on 27th October 2022.	
	The Minutes of the 3 rd Council Meeting of the 10 th Management Council held on 27 th October 2022 was adopted by Mr. Abhinav and seconded by Ms. Lum Sok Yee.	Info
3.0	Review of MA Report	

3.1	<u>Security</u>	
	<p>MA reported that the current contract expired on the 31st January 2023. They have received 6 quotations from the following:</p> <ol style="list-style-type: none"> 1. Danmax Securities Pte Ltd (incumbent) 2. Straits Securities Pte Ltd 3. Concord Pte Ltd 4. Hosana Securities Pte Ltd 5. Supreme Securities 6. William Securities <p>The quotations are submitted in seal envelopes. MA invited the security sub-committee to witness the opening of the tender document.</p> <p><i>[Afternote: The sealed quotations were opened on 25th November 2022 under the witness of two council members; MA to go through the proposal in detail before making their recommendation].</i></p>	MA/ COUNCIL
3.2	<u>Aircon</u>	
	MA reported that they have invited 3 companies to quote and will send out the recommendation of work via email once they have received all the quotations.	MA
3.3	<u>Pump</u>	
	<p>MA reported that they have received 3 quotations from the following vendors:</p> <ol style="list-style-type: none"> 1. Red Power Pte Ltd (incumbent) 2. Aquaforce Pte Ltd 3. E-Tech Pte Ltd <p>After deliberation, the council recommended that MA send the recommendation of work to the M&E subcommittee for their deliberation first before awarding the work.</p>	INFO
4.0	<u>To adopt Financial Statement for the Month of October 2022</u>	
	MA explained that the accounts are not able to finalise the October account as they are clarifying with the banks on certain matters. The financial statement will be sent out to all council members once this is finalised.	INFO
5.0	Matters Arising from the Minutes of 3rd Council Meeting of the 10th MC	
5.1	<u>Paint Rectification Work</u>	
	<p>MA reported that M/s LTC has tentatively scheduled the paint rectification work on 30th November and 1st December subject to weather conditions. Some of the major areas that they will work on are the lift lobbies, metal railing at the Api Api side, carpark "Visitor" sign and clubhouse area.</p> <p>The council tasked MA to comb through the service report over the past two years so that all paint issues can be addressed in this repair.</p>	MA

5.2	<u>Carpark Water Seepage</u>	
	<p>MA shared that M/s Movenflow has finished the repair work for the irrigation tank leak at Block 81 after the access was created in the wall at the underside of the stairwell adjacent to the water tank. They have repaired the honeycomb found on the concrete wall (abutting the water tank) and done grouting up to about a meter height on the walls of the tank. The main leak was found at the edge between the floor and the wall.</p> <p>Some minor repairs were also conducted at the carpark due to water migrating issues.</p> <p>MA also shared that the water leakage at the access panel near Block 79 washing bay was assessed by the vendor. Grouting work is recommended for the repair; however, the vendor will arrange for a worker of a suitable size in order to work within the confined space between two concrete slabs. The work will be carried out by the end of December.</p>	MA
5.3	<u>Update of EPDM Flooring Replacement</u>	
	<p>MA shared that all the EPDM had been laid for all 14 sites. Councils had raised concerns regarding the consistency of the EPDM layer and some bonding issues. MA informed the council that they are having a meeting with the vendor the day after to discuss these issues.</p>	MA
5.4	<u>Water Seepage to Units</u>	
	<p>MA shared that the work for the rectification work for the 5 units reported during the last meeting had been awarded to M/s Zenith Pte Ltd. This work will require rope access as it involved repair to the external façade of the buildings.</p> <p>MA informed the council that M/s IGM has completed the initial assessment for the water leakage at the lower floor of Block 61, Stack 01. The vendor has provided a quotation of \$2,900 (excl. GST) for a detailed investigation work involving a thermal scanner and the report will include a detailed scan of the water leakage in the few lower floor units and a recommendation on the method of repair.</p> <p>After deliberation, the council decided to award the investigation work to M/s IGM at \$2,900.00 as multiple contractors have been invited over the past 12 months to look at the issues but none of them wanted to provide any quotation for the repair.</p>	MA
5.5	<u>Pneumatic Waste System Underground Pipe Fracture</u>	
	<p>MA shared that the washing bay was reopened on Tuesday, 22nd November 2022 after the water dispenser and Ezjet Water spray were reinstalled. MA also informed the council that there will be a charge of \$350.00 for the uninstalling and reinstalling of the Ezjet machine.</p> <p>Council shared with MA that they have agreed in principle regarding the VO charges for M/s Nivaj due to the additional area hack compared to the initial</p>	MA

	<p>quotation but task MA to negotiate with the contractor to include the charges for the access panel at Block 79 to be inclusive in the VO.</p> <p>MA also shared that they have yet to receive the quotation for the air tube and electrical cable to link the Main control panel to block 79 and will do so once they received the quotations.</p> <p>MA informed the council that there was another major choke at Block 73 that lasted for a few days as it was jammed with old textbooks. The council tasked MA to issue a circular regarding this. Council also instructed MA to do up a simple introduction sheet for all residents especially the new residents to educate them on important things regarding living in the condominium.</p>	
5.6	<u>Aircon Issues</u>	
	<p>MA shared that the aircon work at the clubhouse was completed. So far after changing the thermistor and the chemical washing carried out, the temperature is back to its normal operating efficiency.</p>	INFO
5.7	<u>Utilities Usage</u>	
	<p>MA shared that electricity consumption for the month of September was 113,604 KWh and for the month of October is 69,874 KWh. This brings the average consumption per month for the first 10 months of 2022 to 98,792.5 kWh, slightly lower than the 2021 average of 99,501 kWh.</p> <p>The water consumption for October was 1,058.4 CuM, with the average monthly consumption for 2022 at 1,019.75 CuM. This is still below the 2021 monthly average of 1,231.27 CuM.</p>	MA
5.8	<u>BBQ Pits</u>	
	<p>MA shared that M/s Proline had managed to repair Pit 3 and 4A on 22nd November 2022 with the approved quotation given a few months before. They will provide a new quotation for BBQ Pit 1A and 2.</p>	MA
5.9	<u>Unauthorised Alteration to Façade/ Glass Panel</u>	
	<p>MA shared with the council on a few ways to handle this issue and also brought up the resident medical condition. After deliberation, the council requested for MA higher management to discuss with the resident the best way to reinstate the windows to their original design intent.</p>	MA
5.10	<u>EV Charger</u>	
	<p>MA shared with the council that the government has tailored a bill in parliament regarding EV quota and amendment to the BMSMA Act regarding EV charges. If it is passed as introduced, the BMSMA Act will be amended as follow:</p> <p>The thresholds for management corporations (MCSTs) to pass the following resolutions will be lowered to an ordinary resolution level (i.e. simple</p>	INFO

	<p>majority of votes [> 50%] of the number of subsidiary proprietors or the share value of lots represented at a general meeting):</p> <p>a) Any proposal to install or uninstall EV chargers in strata-titled developments as long as the lease contract between MCST and EVCO is not more than 10 years and the proposal does not draw down on MCST funds; and</p> <p>b) Any proposal to enact by-laws on the use of parking lots for EV charging (e.g. designating charging lots to be used only by EVs).</p> <p>Council tasked MA to continue to organise the resident forum regarding EV charges in January as many residents will be away on holidays in December.</p>	MA
5.11	<u>Facilities Opening Hours</u>	
	MA shared that the draft survey questionnaires have been sent out to the council. Upon confirmation of the questionnaires, they will be printed out for mailing.	MA/ COUNCIL
5.12	<u>Yoga and Other MCST Planned Events</u>	
	<p>MA shared that the best day for these events are between Monday to Thursday as there are fewer bookings on these days. Upon deliberation, the council decided to set the minimum number of people at 10 residents before approval was given for such classes. The duration of each class is to be kept at 3 months.</p> <p>Council also tasked MA to draft a set of house rules for this event to be evaluated by council before approval.</p>	MA
5.13	<u>Poolside Wooden Decking</u>	
	MA shared that the vendor has yet to schedule the work as they are filled with work at the moment and rushing to finish work at other sites. MA will update once this is done.	MA
5.14	<u>Water Pressure Issue at Block 79</u>	
	<p>MA shared that they are still searching for contractor to quote for the replacement of the Pressure Regulating Valve for the spoilt one at Block 79, level 9. Many contractors are not willing to do it due to the tight conditions that the originals were installed in between two floors.</p> <p>The council tasked MA to check with the main contractors to see whether the original installer can do the work.</p>	MA
5.16	<u>Lifts</u>	
	MA informed the council that the vendor has scheduled to installed the GRMS system to be installed in all lifts starting from 29 th November 2022. The first	INFO

	<p>year will be free, with charges kicking in from the second year onwards, as agreed in the contract signed in 2021.</p> <p>MA also shared that the initial quote from M/s Mitsubishi for the cracked laminated wall panel is more than \$3,000.00 for Block 79.</p> <p>The council tasked MA to look for a cheaper alternative and do localised repair only, as the lifts are due to be upgraded within the next few years. Council also tasked MA to check the rest of the lifts as a similar issue although to a lesser extent of damage were also found in lifts at blocks 71, 73 and 75.</p>	MA
6.0	Any Other Business	
6.1	<u>Replacement of Function Rooms and Cabana Furniture</u>	
	<p>Council tasked MA to continue with the quotation for changing the furniture in the function rooms and cabana area as there are many damaged ones and the numbers have become substantially lower.</p>	
6.2	<u>Education/Notices Regarding House Rules and Critical Issues</u>	
	<p>Council tasked MA to revise and update the house rules and critical issues such as the proper throwing of rubbish in order not to cause choke to the pneumatic system be consolidated and issued as an introduction pack to new residents. These critical documents should also be placed in an easy-to-find location on the Estate Hub Website. MA to discuss with the App vendor to see where is the best place to site these documents where no expiry date will be set.</p>	MA
6.3	<u>Tennis Court Rules</u>	
	<p>Council raised the issue of allowing residents who have booked the tennis court but are unable to play at the last minute to cancel their booking. Currently, the system does not allow for last-minute cancelation. By doing this, it will release the court for other residents to use.</p> <p>After deliberation, it was decided to allow for manual booking for other residents to use the tennis court when no show happens after 15 minutes only. Security officers will have to record the units and ensure that it is residents that are allowed to play after no-show happens.</p>	MA

There being no other matter to discuss, the meeting was called to close at 10.00 p.m., with a thank you to those who attended.

Minutes recorded by:
 Mr. Tay Tai Chung
 Condominium Manager
 D'Proman & Co. Pte Ltd
 Managing Agent
 For and on behalf of MCST 3798

Confirmed by: _____
 Name:
 Designation:
 MCST 3798, Livia