

**DATE OF MEETING:** April 15, 2017

**START TIME:** 9:30 AM

**ADJOURNED:** 10:45AM

**LOCATION OF MEETING:** Pine Knoll Shore Town Hall

**PKS TOWNS Phase II Board Members in Attendance:** Sharon Albrecht; President, Larry Gibbs; Vice President, Carol Dunn; Treasurer, Denise Shor; Secretary, Joe Ricci; oversee maintenance and Steve Harden Board Member

<b>AGENDA ITEMS</b>	<b>INFORMATION SHARED</b>	<b>NEED FOR FOLLOW-UP</b>
Call to order	Sharon called the meeting to order at 9:30 a.m. A roll call was made and Twenty members were in attendance with seven proxies received. We need 24 members represented to establish a forum and we had 27.	19 Units were not represented
Introductions	Sharon introduced the board members and acknowledging Denise Shor will be the secretary and completing the remaining term which is two more years. Sharon recognized our "NEW" home owners in units: #62 –Vandi and Molt Jensen; #67- Gail and Bruce Williams; #66- Constance and James Matthews; # 76- Kim and Steven Mosley; #71 – Brenda and John Tilton, #65- Heather and John Fredericks. Units; 83, 75, and unit 62 just sold this past week waiting for home owner's information.	
Treasurer's Report	Carol refreshed us that CAMS will continue to do our book keeping that our current balance is \$225,618.44. North West is our checking Banking Account and Wells Fargo our Savings (Our reserve Account) 105,256.14 Surplus \$18,000 (before April Dues).	The 2017 budget will be posted on the PKT2.net website for owners. CAMS will continue our HOA Book Keeping.
Review of 2016 Minutes	The minutes are posted on the PKT2.net web site for all to read. A motion by Jack Kelly moved that we dispense the reading of the minutes and they be accepted. Second- Larry Dunn. Accepted. The 2016 minutes were approved.	The 2017 minutes will be posted on the PKT2.net website for owners
Up Dates	Sharon shared that as of now our Insurance is \$95,000.00 (before it was projected at \$145,000.00) as of now NO INCREASE and our flood is included in Coastal property. The money that is budgeted for the increase will go into our reserve account to help cover the cost of the upgrades and improvements in our Waste Water Treatment Building. Sharon also reminded us, to make sure our individual HO6 Policies have enough to cover the HOA deductible which is \$10,000.00 per unit. She gave an example if a unit had a water leak from a toilet. In Summary, Anything under 10,000.00 you cover – HOA will pick-up over 10,000.00.	

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Sewage Treatment Plant and Building Safety	<p>Mike Chambers and Joe Ricci presented a slide presentation on the progress with our Sewage plant (Our Prize Procession) over the past year.</p> <p>We are very grateful to have these two gentlemen come with their expertise. Mike has a Civil Engineers background and Joe has worked in Construction and with numerous commercial businesses. On the slide presentations photos were shared of our plant how it operates, what works needs to be done and what is expected by the county and what will be competed in a time line. We have two tanks both hold 5.5 thousands gallon with a total of 11thousands gallons capacity. June/July/August heaviest use we use approx. 7.5 thousand gallons. With that said our capacity is almost met. Phase I or III will not be connecting into our sewage plant. Number one – SAFETY of the sewage Plant for ALL that go in on a daily basics. We were facing A LOT of corrosion!! Our grates, bolts and angler irons were corroding and rusting which means they were failing safety. The grates and angler iron to the electrical box was failing. We currently replaced 72 of the failing grates with commercial grade grates, new hand rails and moved steps for better access and more safe for the operators. Angle iron was replaced onto tanks.</p> <p>Joe and Mike preformed an integrity test base line is 2.5 and our thickest point is 2.8.</p> <p>Also required wall thickest should be double pain and concrete ours is three.</p> <p>We will continue to do regular maintenance of the plant, update our record keeping electronically of all back work including the generator (cost close to \$10,000) that we replaced five years ago.</p> <p>Work that will be completed later this year will be painting inside the tanks with a heavy industrial Poxy to help preventing rusting and corrosion. Shout out to Joe and Mike with their expertise, time, and work labor saved the association over \$7,600.00.</p> <p>Joe read the letter we received for Carnet County on our recent inspection with ALL <b>THE hard</b> work Joe and Mike put in we made sufficient improvements and fulfilled the number one issue <b>SAFETY</b>.</p>	
Cable and Wi Fi	<p>Larry let us know ALL issues that were reported and sent to him HAVE BEEN resolved.</p> <p>If you do have a problem you are to contact Epproach Communication at 1-877-367-5907 or e-mail at: <a href="mailto:support@epproach.net">support@epproach.net</a> . Larry also mentions security is not a problem because each unit is pinned into the access point. From the floor Unit 54 had issues.</p> <p>Inform them you are at 277 Salter Path Road, Pine Knoll Shores Townhomes Phase II and your unit #. He also had magnets he handed out for the refrigerators. Our current contract with Time Warner (NOW SPECTRUM) is to have two boxes per unit. These boxes were FREE the first year if you have 3 you are being billed \$4.00 for that box. Owners have found out if they do not pay their cable is turned off.....NOTE be sure to pay your bill. The association has paid our bill</p> <p>Sharon is currently working to include the third box</p> <p><b>NOTE:</b> We have not changed our pass word since 2014. <b>Our new password will take place April 17, 2017 -----NEW PASSWORD IS: 2017PKTowners2</b></p>	<p>The new pass word will be available at or website PKT2.net for owners we suggest you place the new password on your refrigerators.</p> <p><b>*** ALL Internet issues</b></p> <p>Call Epproach Communications Directly at 1-877-367-5907 or e-mail at: <a href="mailto:support@epproach.net">support@epproach.net</a></p>

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UPDATE ON CABLE SERVICES	<p>Since Spectrum (Spectrum.net For More Information is our new cable company we were told that in the future they are going to replace our boxes with a NEW SPECIOAL BOX. When we receive a notice we will pass the information on to you via out website PKT2.net Also we will be placing labels on the main modem boxes that will read PROERTY OF PKS II DO NOT REMOVE LEAVE UNIT ON AT ALL TIMES</p>	<p>We will post on the PKT2.net website for owners when we receive notice</p>
Property Safety and Security	<ol style="list-style-type: none"> <li>1) Sharon reminded us that stuff that does NOT fit in the trash cans all over sized items example TV's, chairs, cabinets, entertainment centers, screens, grills, tables need to go to the dump. You can contact Walter our Phase II Maintenance Property manager for help for disposal.</li> <li>2) Sharon shared with the owners that vandalism and safety have become a big concern. She inform us the last three summers the week of 4<sup>th</sup> of July somebody has pooped in all three skimmers in our pool; which in consequence the pool by law has to be <b>shut down</b> drained and shocked. Also, continue problems in Dog area in front for your pooches release and in trash area. Due to the increase of issues the board approved to purchase cameras for Phase II and will be posting signs (This property area is under surveillance). Open for discussion concerns that will monitor (ONLY BOARD MEMBERS). Signs to be Very visible also for legal purpose to have our lawyer draw up a letter.</li> <li>3) Suggested all owners who rent to give your rental company and or renters the PKST Phase II rules and regulations (available on our website PKT2.net). Renters are – liable.</li> <li>4) From floor concerned still not enough or significant lighting in the dog pooch area at night. Joe Ricci said he will look into it to see about additional lighting in area. Others owners suggested to bring flash lights.</li> <li>5) Ann Bures shared with the home owners that a petition is going around in regards to a piece of land near the intersection of HWY 58 and Pine Knolls Blvd (at light to go to the Pine Knolls Aquarium) THAT A REALTOR CONTACTED HER OF THE PLANS TO BUILD A COMMUNITY WITH WHEEL CHAIR AND STROLLER ACCESS ABOUT 9 ACREAS THE DEVELOPER WANTS TO CHANGE THE ZONING TO A r2 NEXT MEETING IS SCHEDULED FOR April 22, 2017 as a association we can voice our concern however 46 voices speak louder.</li> <li>6) Scott Shor saw the town fertilizing the area by dunes and the vegetation. He purposed to protect our investments to improve our buffer by our deck and townhomes. His suggestion from the Pine Knolls Town Hall is to add more and higher fences to increase height of the sand dunes and add sea oats to improve the</li> </ol>	

	<p>vegetation. He received a preliminary cost of \$3,500. Board suggested to go ahead and get Firm costs for the improvement to build up and protect our precious deck and building structures.</p> <p>7) Joe Ricci asked for volunteers to help with a few projects for betterment of our property</p> <p>* Ernie and Ann will go door to door to verify that we have working keys for each unit</p> <ul style="list-style-type: none"> <li>Need volunteers to do some painting, staining, power washing, check sagging gates, check hose connections in front and back of each unit to meet at his unit at noon</li> </ul> <p>8) Pool is open! Has to be inspected by May 1, 2017 by county</p>	
Last Order of business Board Members Nominations	<p>Sharon Albrecht, President and Carol Dunn, Treasurer terms are expiring and both agreed to continue to serve on the board.</p> <p>Gail Kelly recommend Carol Dunn and Barbara Wallace seconded</p> <p>Patti Ricci recommend Sharon Albrecht and Barbara Aman seconded.</p> <p>Ernest Bures closed nominations .There were no other nominations and the votes carried.</p>	
Annual Barbecue ( This Year a Shrimp Broil) an Easter egg Hunt	<p>Shrimp, hush puppies, coleslaw and owners share a dish and or desert start at 5:00P.M.</p> <p>Outside the gate front of pool. Easter Egg Hunt at 4:30 in court yard.</p> <p>Cost \$5.00 per person please pay Carol Dunn after meeting.</p>	
Adjourned	<p>There was no additional business; therefore, Jack Kelley made motion to close meeting and it was 2<sup>nd</sup> by Mike Chambers.</p> <p>Sharon adjourned the meeting at 10:35 A.M.</p>	
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New Board Officers For Year 2017	<p>Following the annual meeting the board met and elected officers</p> <p>Sharon Albrecht; President</p> <p>Larry Gibbs; Vice President</p> <p>Carol Dunn; Treasurer</p> <p>Denise Shor; Secretary</p> <p>Joe Ricci; Oversee Maintenance</p> <p>Steve Harden Board Member</p>	

Submitted by: Denise Shor, Secretary