

MEETING MINUTES

Melrose Board of Trustees Meeting
10.22.25 600pm - Pickerington Public Library



- **Call to Order:**

- Jackson Brandel
- Tony Black
- Nicholas Adams
- Beth Allen
- Stacey Menefee – PMI Scioto Metro
- Sam & Allie Klarer – Homeowner

Meeting called to order at 635pm. Everyone other than Nick Adams was Present.

- **Approval of Meeting Minutes from 9.29.25**

Meeting minutes from 9.29.25 were approved online.

- **Financial Review as of 9.30.25 (principle) vs. (delinquency)**

- Gain-Loss Transactions Report
- Accounts Receivable **\$22,834.89** (principle) vs. **\$10,276.23** (delinquency)
- Aging Summary
 - Melrose Annual Dues
 - 13** properties remain unpaid as of 9.30.25 (**\$2,6000.00**)
 - Collected **\$2,660.00** from 1 property over the month of September
 - **9** properties totaling **\$7,401.23** have been sent to collections
 - **2** properties have settled payment plans for **\$1,561.23**
 1. Williams & Strohm (**7** properties totaling **\$4,550.00**)
 2. Schwartz-Vays (**2** properties totaling **\$2,851.23**)
 - **1** property totaling **\$675.00** is in pre-bankruptcy

As of current date there is only one property that is in Collections with Schwartz-Vays. The remaining property that is in Collections with Schwartz-Vays has been requested to escalate to Pre-Foreclosure.

Stacey requested a signed copy of Resolution 2025-6 (Collection Policy) to forward to Williams & Strohm. This would serve as an automatic escalation of a property that is 90 days or more overdue with assessment fees, rather than needing Melrose BOD approval before escalation.

- **New Business**

- Tree King Contract (work to be done in early November)

Tree King was contracted for customized work at the Violet Elementary walkway. This includes pruning all the oak trees & removing the brush line at the Melrose Common area\ Violet Elementary property line. They have also been contracted to remove four (4) dead trees at the Melrose common area pond area. Work will begin in Early November.

- Yardmaster

I. Contract (work to be done Late October)

Yardmaster has completed installation of the flowerbed at the Violet Elementary walkway bench\ little library area.

II. Fall clean-up & perennials

Yardmaster has completed the fall cleanup of the Melrose entry flowerbeds. Jackson sent an email to Robert Holskey pertaining to year-long weeding that is in the annual contract as well as method pertaining to fall pruning. Also brought up were the possibly dead Limelight Hydrangeas. Response below:

“Gas trimmers are okay for pruning of plants. It’s the way we’ve pruned my entire career. However, there are certain plants that can’t be sheer pruned but not really anything on your property. I have let my production team know about that island. I’m not sure why we did anything there.”

“Weeding of the flowerbeds is in your contract. This is a line item I get phone calls about all the time, weeds it’s never enough or was never done. I will get with my production on this also. But I can assure you it was done this year. We have specific crews outside of our mowing crews that do this work fyi. And typically, isn’t done when the mowing happens.”

Robert stated that on a field visit the Limelight Hydrangeas are not dead but stunned by the mini drought in September. He stated to water them once a week & see if they respond in Spring 2026.

- Melrose Sub-Committee
 - I. Turkey Trot on 11.27.25

A home inquired about starting a sub-committee to focus on neighborhood events in the subdivision. This was approved by Melrose BOD & an email was sent out about homeowner interest in joining the sub-committee. The first event will be a one mile walk around Melrose on Thanksgiving Morning. Signs will be made & posted at the entryways.

- 2025\2026 Capital Improvement Projects
 - **2025**
 - Violet Elementary Beautification Improvement – to be completed by November
 - Daylilies at the island at McLeod Parc\Hill Rd. – Beth has transplanted daylilies
 - Misc. Tree Trimming & dead Tree removal – to be completed November
 - **2026**
 - Complete rip rap around Melrose Common Area Pond
 - Entryway tree trimming (\$7,500)
 - Common area pond flowerbed (\$2,266.29)

The 2026 items will be added to the proposed 2026 Melrose Budget

- **Adjournment**

Meeting adjourned at 725pm.