

# Village of Otisville

Regular Meeting

December 1, 2025

Meeting was called to order by President Jeff Lutze at 6:59 p. m. in the Tom Bess, Jr., Council Chambers.

PRESENT: Jeff Lutze, President. Council Members present: Vadice Burgett, Joel Glanton, Rick Ferguson, Jim Price, John Ray, and Sherry Hemingway. Bob Jennings, DPW, Kathy Martini, Clerk, and William Skellenger, Police Chief.

ABSENT: N/A

AUDIENCE: N/A

MOTION was made by John Ray and was supported by Vadice Burgett to accept the agenda as presented.

CARRIED – MOTION

MOTION was made by Jim Price and was supported by Joel Glanton to accept the minutes as presented for November 17, 2025.

CARRIED – MOTION

MOTION was made by Sherry Hemingway and was supported by Rick Ferguson to pay all bills and draw warrants for same.

ROLL CALL – CARRIED – MOTION

Communication from Village Officials:

Robert Jennings:

Solar Bees installed at the WWTP.

Plowed snow.

Well 2 sealed - will tear down the building soon.

Johnny's Burger permit at 139 S. State Road was approved, they will be in to sign the paperwork.

Conlee's putting on a roof. Keith Pyles will get with Conlee's on their permit.

Family Dollar is winterized and the Village DPW will be shutting off the water.

Letters were mailed to 8313 Wilson Road, 8275 Wilson Road regarding the Otisville WWTP Ground Sample Wells – Easement Inquiry.

William Skellenger:

Dan Campbell and I met with the Superintendent of Lakeville Schools, James Yake to go over safety and fire procedures. He is working on a plan to update Active shooter and fire procedures.

Working on hiring an officer, the paperwork process is extensive. Looking at hiring in January 2026.

Kathy Martini:

Village and Township Christmas Party is on December 12, 2025 at the Agitated Grape Restaurant in Davison.

Committee Reports: N/A

Unfinished Business:

Community Standards – Ongoing

Wall of Fame – Ongoing

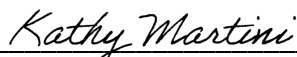
New Business: N/A

Communications from Council Members:

Jeff Lutze – Good job on the plowing snow this week. The village looks good.

Rick Ferguson – Resigning from Council and Planning Commission effective 12-31-2025. Trevor Komar is interested in being a Council Member. He is already on the Planning Commission Board.

MOTION was made by Vadice Burgett and was supported by John Ray to adjourn at 7:26 p.m.



---

Kathy Martini, Clerk

Next Meeting Date: December 15, 2025